

City Council Meeting

Date: Wednesday, November 9, 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 Costante has been Appointed Acting Mayor for the month of November, 2022 in accordance with By-law 176-2018, as amended.
------	---

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

READING OF LAND ACKNOWLEDGEMENT

We [] 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
----	--------------------------------

5.	NOTICE OF PROCLAMATIONS
----	--------------------------------

“The International Day for the Elimination of Violence Against Women” – November 25, 2022

“Easter Seals Centennial” – November 28, 2022

Flag Raising Ceremony

“79th Anniversary of the Independence of Lebanon” – November 22, 2022 – November 24, 2022

“The International Day for the Elimination of Violence Against Women” – November 25, 2022 – November 28, 2022

“Easter Seals Centennial” – November 28, 2022

Illumination

“Easter Seals Centennial” – November 28, 2022 – December 5, 2022

6. **COMMITTEE OF THE WHOLE**

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

7.2. Windsor Canada Utilities Ltd. 2nd Quarter 2022 Financial Statements - City Wide
(C 178/2022)

8. **CONSENT AGENDA**

8.1. 2022 Third Quarter Operating Budget Variance Report - City Wide **(C 180/2022)**

CONSENT COMMITTEE REPORTS

8.2. Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Farhi Holding Corporation -Z 017-22 [ZNG6760] 0 Riverside Dr W, S/W corner of Riverside Dr W & Janette Ave- Ward 3 **(SCM 287/2022) & (S 114/2022)**

8.3. Zoning By-law Amendment Application for property known as 1247 -1271 Riverside Dr. E., at the S/W corner of Hall and Riverside Dr. E; Applicant: St. Clair Rhodes Development Corporation; File No. Z-044/21, ZNG/6633; Ward 4. **(SCM 288/2022) & (S 116/2022)**

8.4. 719 Victoria Ave, Treble-Large House - Heritage Permit & Community Heritage Fund Request (Ward 3) **(SCM 289/2022) & (S 112/2022)**

8.5. Closure of remainder of Pall Mall Street right-of-way, east of Virginia Park Avenue, Ward 10 **(SCM 290/2022) & (S 107/2022)**

8.6. Amendment to CR178/2022 for closure of east/west alley segments between Rankin Avenue and Glenwood Avenue, together with south part of north/south alley between Roxborough **(SCM 291/2022) & (S 108/2022)**

8.7. Closure of part of the easterly half of the east/west alley between Campbell Avenue and Mark Avenue, Ward 10 **(SCM 292/2022) & (S 111/2022)**

8.8. Sandwich CIP/Demolition Control By-law Exemption Report-3135 Peter Street; Owner: 1147011 Ontario LTD (C/O: Mamun Chowdury) **(SCM 295/2022) & (S 109/2022)**

8.9. Brownfield Community Improvement Plan (CIP) application submitted by Haerko Inc. on behalf of the Hiatus House of Windsor for 0 Louis Avenue (Ward 4) **(SCM 294/2022) & (S 113/2022)**

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

10. **PRESENTATIONS AND DELEGATIONS**

- 11.1. Report of the Integrity Commissioner Regarding Activities from January 1, 2020 to June 30, 2022 (**SCM 296/2022**)

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

12. **CONSIDERATION OF COMMITTEE REPORTS**

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

- 12.2. Minutes of the Committee of Management for Huron Lodge of its meeting held June 30, 2022 (**SCM 251/2022**)

- 12.3. Minutes of the Housing & Homelessness Advisory Committee of its meeting held June 21, 2022 (**SCM 252/2022**)

- 12.4. Report No. 15 of the Housing & Homelessness Advisory Committee (HHAC) - Recruitment process for the new term of HHAC to include additional sectors (**SCM 271/2022**)

- 12.5. Minutes of the Housing & Homelessness Advisory Committee of its meeting held September 20, 2022 (**SCM 284/2022**)

- 12.6. Minutes of the Committee of Management for Huron Lodge of its meeting held September 23, 2022 (**SCM 286/2022**)

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

14. **MOVE BACK INTO FORMAL SESSION**

15. **NOTICES OF MOTION**

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

17. **PETITIONS**

18. **QUESTION PERIOD**

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Windsor Accessibility Advisory Committee
Tuesday, November 1, 2022
10:00 a.m. (via Zoom video conference)

International Relations Committee
Thursday, November 3, 2022
3:30 p.m. (via Zoom video conference)

Inaugural Meeting of Council
Tuesday, November 15, 2022
Capitol Theatre
7:00 p.m.

ENWIN Utilities Ltd. Board
Wednesday, November 16, 2022
9:00 a.m.

Windsor Utilities Commission Board
Wednesday, November 16, 2022
11:00 a.m.

ENWIN Energy Ltd. Board /Windsor Canada Utilities Ltd.
Board Wednesday, November 16, 2022
1:00 p.m.

21. **ADJOURNMENT**



Subject: Windsor Canada Utilities Ltd. 2nd Quarter 2022 Financial Statements - City Wide

Reference:

Date to Council: November 9, 2022
Author: Janice Guthrie
Deputy Treasurer - Taxation, Revenue & Financial Projects
519-255-6100 Ext. 6271
Taxation & Financial Projects
Report Date: October 19, 2022
Clerk's File #: MU2022

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE** for information, the Windsor Canada Utilities Ltd. 2nd Quarter 2022 Financial Statements.

Executive Summary:

N/A

Background:

The Shareholder direction for Windsor Canada Utilities Ltd. (WCU) requires that Quarterly Financial Statements be provided to the shareholder.

Discussion:

In compliance with this requirement, WCU has provided consolidated financial statements as at June 30, 2022 with comparatives as at June 30, 2021.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

See attached Appendix A, which includes the following as at June 30, 2022:

- Covering letter from WCU's Vice President and Chief Financial Officer and the President and Chief Executive Officer
- Consolidated Balance Sheet
- Consolidated Income Statement
- Consolidated Statement of Cash Flows

Consultations:

N/A

Conclusion:

Information is submitted to City Council in compliance with the requirements of the Shareholder Directions for WCU.

Planning Act Matters:

N/A

Approvals:

Name	Title
Janice Guthrie	Deputy Treasurer – Taxation, Treasury & Financial Projects
Joe Mancina	Commissioner, Corporate Services & CFO/City Treasurer
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email
Geoff Boose	4545 Rhodes Drive, Windsor, ON N9A 5T7	gboose@enwin.com

Appendices:

- 1 Appendix A - WCU - 2022 Q2 Financial Statements



To: Mayor and Members of City Council

2022 10 07

From: Matt Carlini

Re: Windsor Canada Utilities Ltd. June 2022 Quarterly Financial Statements

BACKGROUND AND BASIS OF REPORTING

Enclosed are the financial reports for Windsor Canada Utilities Ltd. (“WCU”) as at June 30, 2022.

WCU’s financial statements are presented in accordance with International Financial Reporting Standards (“IFRS”) which is a requirement, as WCU is a publicly accountable entity. WCU is not eligible to use Public Sector Accounting Standards, which is what the Corporation of the City of Windsor uses for external reporting. Within the Windsor Canada Utilities Ltd., consolidated operations include the operations of the local distribution company (ENWIN Utilities Ltd.) and ENWIN Energy Ltd. The Ontario Energy Board (“OEB”) regulates ENWIN Utilities Ltd. (“EWU”), and the regulator requires certain regulatory balances to be recognized and tracked for rate-setting purposes. These rate-setting accounts are considered for regulatory purposes as either regulatory assets or liabilities; however, those accounts are not recognized under IFRS.

In January 2021, the International Accounting Standards Board (“IASB”) published the Exposure Draft *Regulatory Assets and Regulatory Liabilities*, which sets out proposals that aim to give users of financial statements better information about the financial performance of companies that are subject to rate regulation. The Exposure Draft is still in the consultation and review stages. It is anticipated that EWU will have the ability to recognize regulated assets and liabilities within the IFRS financial statements once this standard is published. The final standard is expected to be issued in 2023 with an effective date several years later, however, early adoption may be an option for EWU. Until such time when this new standard

is adopted, EWU will maintain two sets of records to report regulated activities and to fulfil external financial reporting requirements.

DISCUSSION

The objective of this report is to provide quarterly consolidated financial performance updates to the Mayor and members of City Council. Further financial analysis and explanations can be found under the 'Financial Matters' section.

RISK ANALYSIS

The results reported to the City Council are for internal reporting purposes and are intended to provide an update of the company's financial performance relative to budget and prior year. The figures are not audited and do not contain all the note disclosure that would be present in a full audited financial statement.

FINANCIAL MATTERS


Financial Highlights

Overall, the performance of the group was slightly better than budget in the first six months of the year and is projected to outperform the original budget when regulatory adjustments are excluded (MIFRS net income). Net Income on an IFRS basis however is highly sensitive to changes in electricity pricing as well as other regulatory rate adjustments and those are currently reducing reported earnings.

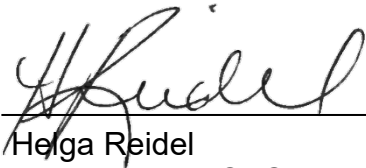
As of the quarter-ended June 30, 2022, WCU is reporting Total Revenue of \$26.0 million, Operating Income of \$10.9 million, and Net Income of negative \$3.9 million under IFRS. The 2022 forecast shows revenue favourability largely driven by favourability within EWU, however that is offset with higher than anticipated regulatory adjustments which, at this time, are expected to put downward pressure on net income. These regulatory adjustments are often impacted by market conditions, but management will continue to monitor financial performance and liquidity throughout the year.

Liquidity and Financial Strength

As at June 30, 2022, WCU is in a positive cash flow position despite having to settle some regulatory balances. Cash is expected to slowly decrease throughout 2022 – 2024 because over \$5 million per year is anticipated to be settled through rate riders, however WCU continues to experience a strong balance sheet and consistent credit profile.



Matt Carlini
Vice President, Corporate Services and CFO



Helga Reidel
President and CEO

encls Appendix A – WCU Q2 2022 Consolidated Financial Review Statements

Appendix A

Windsor Canada Utilities Ltd.

Board Financial Review Statements

June 30, 2022

Unaudited

	Page Reference
Consolidated Balance Sheet.....	i
Consolidated Income Statement.....	ii
Consolidated Statement of Cash Flows.....	iii

Windsor Canada Utilities Ltd.

Consolidated Balance Sheet
(In thousands of Canadian dollars)

June 30, 2022, with comparative information for 2021

	June 2022	June 2021	December 2021
Assets			
Current assets:			
Cash and cash equivalents	\$ 25,538	\$ 42,624	\$ 34,986
Investment	15,594	5,037	15,503
Accounts receivable	40,430	42,461	43,194
Payments in lieu of income taxes receivable	-	1,473	-
Due from related parties	3,844	2,107	2,270
Inventory	5,675	4,455	4,854
Other assets	1,728	1,482	1,285
	92,809	99,639	102,092
Non-current assets:			
Property, plant and equipment	246,709	243,211	246,016
Intangible assets	954	1,525	1,253
Investment, sinking fund	12,677	12,039	12,968
Investment in joint venture	170	107	184
Work in progress	572	205	203
Due from related parties - debentures and post-retirement	52,000	52,411	52,000
Deferred income taxes	8,274	9,118	8,274
	321,356	318,616	320,898
Total assets	\$ 414,165	\$ 418,255	\$ 422,990
Liabilities			
Current liabilities:			
Accounts payable and accruals	\$ 23,983	\$ 22,894	\$ 29,339
Payments in lieu of income taxes payable	1,129	-	1,183
Due to related parties	8,415	7,410	7,145
Current portion of customer deposits	1,136	1,149	1,008
Deferred revenue	5,246	7,874	5,203
	39,909	39,327	43,878
Non-current liabilities:			
Customer deposits	5,095	3,922	4,417
Deferred revenue - customer contributions	18,869	18,652	19,126
Long-term debt	102,519	102,504	102,511
Employee future benefits	66,749	70,071	66,127
	193,232	195,149	192,181
Total liabilities	233,141	234,476	236,059
Equity			
Common shares	81,842	81,842	81,842
Contributed surplus	516	516	516
Retained earnings	98,666	101,421	104,573
	181,024	183,779	186,931
Total liabilities and equity	\$ 414,165	\$ 418,255	\$ 422,990

Windsor Canada Utilities Ltd.

Consolidated Statement of Income
(In thousands of Canadian dollars)

June 30, 2022, with comparative information for 2021

	YTD - June 30, 2022			YTD - June 30, 2021		2022 Annual	2022
	Actuals	Budget	Variance	Actuals	Variance	Budget	Forecast
Distribution revenue:							
Residential	\$ 13,423	\$ 13,175	\$ 248	\$ 12,970	\$ 453	\$ 26,349	\$ 26,820
General service - small	8,897	8,714	183	8,437	460	17,670	18,003
General service - large	1,925	1,719	206	1,784	141	3,472	3,708
Street lighting	819	805	14	792	27	1,611	1,638
	25,064	24,413	651	23,983	1,081	49,102	50,169
Net service revenue							
Services provided to WUC	9,387	9,580	(193)	9,354	33	19,159	19,223
Services provided to related parties	15	-	15	-	15	-	-
Services provided to City	1,188	1,323	(135)	1,167	21	2,645	2,571
	10,590	10,903	(313)	10,521	69	21,804	21,794
Cost of services - MSA	(9,966)	(10,279)	313	(9,830)	(136)	(20,558)	(20,537)
Cost of services - depreciation - MSA	(368)	(360)	(8)	(434)	66	(720)	(741)
	256	264	(8)	257	(1)	526	516
Other income	695	525	170	602	93	1,054	906
Total revenue	26,015	25,202	813	24,842	1,173	50,682	51,591
Operating expenses:							
Distribution operation and maintenance	6,265	6,189	(76)	5,763	(502)	12,047	11,861
Billing and collection	1,695	1,530	(165)	1,250	(445)	3,101	3,286
Community relations	127	152	25	66	(61)	248	254
Administration and general	1,760	1,706	(54)	1,414	(346)	3,420	3,704
Property and tools and maintenance	925	986	61	883	(42)	1,948	1,985
Salaries and benefits	3,097	3,498	401	3,081	(16)	6,433	5,968
Regulatory	235	225	(10)	204	(31)	449	483
Employee future benefits	985	999	14	978	(7)	1,998	1,992
	15,089	15,285	196	13,639	(1,450)	29,644	29,533
Operating income / EBITDA	10,926	9,917	1,009	11,203	(277)	21,038	22,058
Other income/expenses:							
Share of joint venture's net loss (gain)	15	3	(12)	28	13	5	1
Depreciation and amortization	3,397	3,388	(9)	3,597	200	6,725	6,571
Net finance expense	1,723	809	(914)	504	(1,219)	1,617	2,422
Loss (gain) on sale of PP&E	(131)	-	131	(179)	(48)	-	(131)
	5,004	4,200	(804)	3,950	(1,054)	8,347	8,863
Income before tax	5,922	5,717	205	7,253	(1,331)	12,691	13,195
Provision for PILs of corporate taxes	1,468	1,662	194	1,409	(59)	3,658	3,524
	1,468	1,662	194	1,409	(59)	3,658	3,524
Net income - MIFRS	4,454	4,055	399	5,844	(1,390)	9,033	9,671
Regulatory adjustment (IFRS)	(8,360)	(2,734)	(5,626)	(2,657)	(5,703)	(5,467)	(5,563)
Net income (loss) - IFRS	(3,906)	1,321	(5,227)	3,187	(7,093)	3,566	4,108

Windsor Canada Utilities Ltd.

Consolidated Statement of Cash Flows
(In thousands of Canadian dollars)

June 30, 2022, with comparative information for 2021

	June 2022	June 2021	December 2021	Forecast 2022
Cash flows from operating activities:				
Total IFRS net income (loss) for the year	\$ (3,906)	\$ 3,187	\$ 8,338	\$ 4,108
Adjustments for:				
Depreciation and amortization	5,666	5,892	11,760	11,404
Amortization of deferred revenue customer contribution	(262)	(255)	(514)	(515)
Remeasurement of employee future benefits	-	-	(4,584)	-
Loss (gain) on investment	800	(416)	(784)	707
Loss (gain) on sale of property, plant and equipment	(154)	(174)	370	(131)
Amortization of debt issuance costs	8	7	14	15
Share in joint venture's net loss	14	28	51	1
Net finance expense	1,679	855	1,003	2,422
Income tax expense	1,468	1,409	1,638	1,519
	5,313	10,533	17,292	19,530
Changes in:				
Accounts receivable	2,764	10,851	10,118	9,745
Due from related parties	(1,431)	59	(515)	(1,732)
Inventory	(821)	(281)	(680)	49
Other assets	(442)	591	792	(532)
Investment in joint venture	-	-	(100)	-
Work in progress	(369)	49	50	(368)
Deferred income taxes	-	-	844	-
Accounts payable and accruals	(5,356)	(11,687)	(5,245)	(11,956)
PIL of income taxes	(754)	(1,838)	915	(405)
Due to related parties	1,127	412	148	(1,184)
Deferred revenue	43	32	(2,639)	(2,057)
Customer deposits	806	128	483	806
Employee future benefits	622	683	1,323	1,328
	(3,811)	(1,001)	5,494	(6,306)
Interest paid	(2,155)	(2,146)	(4,277)	(4,380)
Interest received	476	1,291	3,273	1,958
Income taxes paid	(768)	(1,472)	(1,798)	(1,496)
	(945)	7,205	19,984	9,306
Cash flows from investing activities:				
Acquisition of PP&E and intangible assets	(6,410)	(5,440)	(14,889)	(18,316)
Acquisition of investments	(600)	(600)	(11,627)	(1,200)
Deferred revenue - customer contributions	5	156	1,016	845
Proceeds from investments	-	3,177	3,177	-
Proceeds on sale of PP&E	503	288	665	480
	(6,502)	(2,419)	(21,658)	(18,191)
Cash flows from financing activities:				
Decrease in due from related parties	-	-	822	-
Dividends paid	(2,000)	(2,000)	(4,000)	(4,000)
	(2,000)	(2,000)	(3,178)	(4,000)
Net increase (decrease) in cash and cash equivalents	(9,447)	2,786	(4,852)	(12,885)
Cash and cash equivalents, beginning of period	34,986	39,838	39,838	34,986
Cash and cash equivalents, end of period	\$ 25,538	\$ 42,624	\$ 34,986	\$ 22,101



Subject: 2022 Third Quarter Operating Budget Variance Report - City Wide

Reference:

Date to Council: 11/9/2022
Author: Dave Soave
Manager, Operating Budget Development & Control
519-255-6100 Ext. 1911
dsoave@citywindsor.ca
Financial Planning
Report Date: 10/21/2022
Clerk's File #: AFB/13698

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE FOR INFORMATION** the 2022 3rd 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 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.

Executive Summary:

Municipal Levy

The projected 3rd Quarter Variance, inclusive of the ongoing financial implications of the COVID-19 pandemic have been estimated to the end of 2022. Detailed departmental write-ups along with a breakdown of the COVID and Non-Covid variances for the individual departments can be found in Appendix A: Operating Budget Variance of this report. ***It is projected that the total overall net municipal financial impact for 2022 amounts to a deficit of approximately (\$13.1M).***

Other Non Tax Levy Funding Sources

Other funding sources (outlined in the table below) include the following estimates; On-Off Street Parking (\$0.6M) deficit, Sewer Surcharge (\$0.2M) deficit, and Building Permit Reserve \$4.9M surplus. **In total, these other funding sources are estimated to end the year in a surplus position of approximately \$4.1M.**

	2022 Gross Budget	2022 Net Budget	Year-End COVID Variance	Year-End Non-COVID Variance	Year-End Overall Variance	% of Gross Budget
On-Off Street Parking	\$0	\$0	(\$725,000)	\$146,000	(\$579,000)	0.0%
Sewer Surcharge Reserve	\$84,128,725	\$0	\$0	(\$170,000)	(\$170,000)	(0.2%)
Building Permit Reserve	(\$169,408)	\$0	\$0	\$4,867,000	\$4,867,000	n/a
Total: OFS's	\$83,959,317	\$0	(\$725,000)	\$4,843,000	\$4,118,000	4.9%

Government Business Enterprises

Due to the continuing circumstances surrounding the global pandemic, the 3rd Quarter variance report also includes the financial projections for various Government Business Enterprises (GBE's), namely the Windsor-Detroit Tunnel and Windsor Airport.

Windsor-Detroit Tunnel: Year-to-date traffic volumes thus far are 62% of pre-pandemic levels and have been limited by the extended duration during 2022 of the ArriveCan App and the requirement for full vaccination to cross the border. Effective October 1st, the Canadian federal government removed all remaining border restrictions including proof of COVID-19 vaccination, in addition to making the ArriveCan App optional. These measures will assist in the recovery of the non-essential discretionary traveller, although traffic volumes are projected overall to end the year at approximately 66% of pre-pandemic levels. As a result, it is projected that the Windsor-Detroit Tunnel will end the year with a deficit of approximately (\$1.7M).

Windsor Airport: The Airport is monitoring revenues closely and mitigating the impact of negative variances where possible. Compared to the pre-pandemic budget, the Airport is expecting an overall shortfall of (\$3.0M) in net revenue driven by the impacts of the pandemic on the airline and travel industry. However, given various mitigation efforts, an overall deficit of (\$2.9M) is projected.

Given the significant financial impacts to these entities caused by the COVID restrictions, the City as sole shareholder of these entities will be including these losses in any future grant funding opportunities, which may arise for municipalities. **In total, the government business enterprises are projecting a year-end deficit of approximately (\$4.6M).**

	2022 Gross Budget	2022 Net Budget	Year-End COVID Variance	Year-End Non-COVID Variance	Year-End Overall Variance	% of Gross Budget
Windsor-Detroit Tunnel	n/a	n/a	(\$1,682,000)	\$0	(\$1,682,000)	n/a
Windsor Airport	n/a	n/a	(\$3,000,000)	\$124,000	(\$2,876,000)	n/a
Total: GBE's	n/a	n/a	(\$4,682,000)	\$124,000	(\$4,558,000)	n/a

Once the municipal levy funded departments, other non tax levy funding sources and government business enterprises (GBE's) variances have been combined, **the overall**

projected corporate deficit is estimated to be approximately (\$13.6 million) for 2022.

COVID-19 Variance

Forgone revenues totaling (\$11.7M) when combined with additional costs resulting from the COVID-19 pandemic of (\$24.9M) result in a total projected financial impact to the City of (\$36.6M). This amount has been offset by reduced expenditures resulting from mitigation measures taken to date of \$5.0M and from grant funding from senior levels of government of \$18.9M, thereby resulting in a projected net municipal financial deficit to the City of (\$12.7M). It is important to note that Blockade/Convoy related expenditures totaling \$5.5M (identified in Chart B) are included in the COVID variance. Once you add in the COVID variances related to Other Funding Sources; (\$0.7M) and the Government Business Enterprises; (\$4.7M), **the total projected COVID variance is estimated to be a deficit of (\$18.1M).**

**Chart A
Summary of 2022 COVID Related Variance (Millions)**

	2021 Year-End (Actual)	2022 2nd Quarter (Estimate)	2022 3rd Quarter (Estimate)
Forgone Revenue	(\$35.6)	(\$16.4)	(\$11.7)
Additional Expenses	(\$35.7)	(\$24.4)	(\$24.9)
Total COVID Impact	(\$71.3)	(\$40.8)	(\$36.6)
Less:			
Reduced (Mitigated) Expenditures	\$15.0	\$6.8	\$5.0
Provincial / Federal Grants	\$53.7	\$18.6	\$18.9
COVID Deficit to be Offset	(\$2.6)	(\$15.4)	(\$12.7)
Add: Other Funding Sources			
Sewer Surcharge	\$0.3	\$0.0	\$0.0
Off-Street Parking	\$0.0	(\$0.7)	(\$0.7)
Add: Government Business Enterprises (GBE's)			
Windsor-Detroit Tunnel	(\$6.3)	(\$2.1)	(\$1.7)
Windsor Airport	(\$3.3)	(\$3.0)	(\$3.0)
Roseland Golf & Curling Club	(\$0.4)	\$0.0	\$0.0
Overall 2022 2nd Quarter Projected COVID Related Deficit (Including GBE's) to be Offset by Additional Federal & Provincial Grants	(\$12.3)	(\$21.2)	(\$18.1)

Chart B
COVID Costs Related to Convoy Expenditures (Millions)
(Already Included in Chart A)

	2022 Expenditures To Date
Windsor Police Services	(\$4.70)
Legal Services	(\$0.50)
Public Works	(\$0.13)
Fire & Rescue	(\$0.07)
Parks & Facilities	(\$0.04)
Transit Windsor	(\$0.04)
EMS Costs	(\$0.04)
Total	(\$5.52)

Background:

Annual operating budgets for all City Departments are set at the beginning of the calendar year based on Council direction. Professional estimates, the current legislative environment, macroeconomic trends (such as currency fluctuations, commodity prices, unemployment figures and business investment, etc.) and other local information available at the time are significant inputs to the operating budget recommended to City Council by administration. The significant variable impacting the City of Windsor's finances in 2022 continues to be the impact of the COVID-19 global pandemic. Since March of 2020, the pandemic has caused significant uncertainty that has impacted many municipal services. As the City of Windsor continued to follow provincial guidelines, many services required modification. As a result, many of the City's operations were suspended, altered by restrictions or increased to meet the demands resulting from the pandemic.

Large inflationary annual increases, currently at 6.8%, have placed significant pressures on many municipal service budgets. These variances are reflected in the departmental year-end variance projections within this report.

Discussion:

The financial position of the Corporation is directly impacted by uncontrollable factors such as COVID-19, inflationary pressures, weather conditions, unemployment rates, tax appeals, fuel and utility costs, interest rates, settlement of litigation brought against the City and social assistance caseloads. As a result, material fluctuations in the projected variances could still occur in the wake of significant unforeseen events.

The table below provides a summary of the 2022 projected year-end variances as of the 3rd Quarter, from the largest dollar deficit to the largest surplus, for each of the City Departments and Agencies, Boards, and Committees.

	2022 Gross Budget	2022 Net Budget	Year-End COVID Variance	Year-End Non-COVID Variance	Year-End Overall Variance	% of Gross Budget
MUNICIPAL						
Transit Windsor	\$39,317,934	\$16,421,543	(\$2,283,000)	(\$1,142,000)	(\$3,425,000)	(8.7%)
Fire & Rescue	\$52,491,089	\$50,538,358	(\$412,000)	(\$2,704,000)	(\$3,116,000)	(5.9%)
Public Works	\$58,680,331	\$29,038,896	(\$786,000)	(\$1,798,000)	(\$2,584,000)	(4.4%)
Housing & Children Services *	\$129,200,728	\$27,582,506	\$185,000	(\$1,588,000)	(\$1,403,000)	(1.1%)
Recreation & Culture	\$25,738,985	\$13,577,045	(\$1,019,000)	\$284,000	(\$735,000)	(2.9%)
Purchasing, Risk & POA	\$12,422,984	\$3,458,819	(\$400,000)	(\$250,000)	(\$650,000)	(5.2%)
Council Services	\$6,585,297	\$3,382,297	(\$300,000)	\$35,000	(\$265,000)	(4.0%)
Parks & Facilities	\$36,841,100	\$27,573,238	(\$56,000)	(\$244,000)	(\$300,000)	(0.8%)
Legal Services	\$3,672,157	\$3,360,201	(\$495,000)	\$0	(\$495,000)	(13.5%)
Taxation	\$3,475,392	\$604,831	\$0	(\$162,000)	(\$162,000)	(4.7%)
Building Services	\$7,871,886	\$2,029,125	(\$150,000)	(\$48,000)	(\$102,000)	(1.3%)
Communications	\$4,058,175	\$3,342,673	(\$226,000)	\$142,000	(\$84,000)	(2.1%)
Asset Planning	\$1,875,527	\$864,607	\$0	(\$30,000)	(\$30,000)	(1.6%)
Security & Special Activities	\$3,701,829	\$1,186,543	(\$32,000)	\$32,000	\$0	0.0%
CAO's Office	\$1,103,044	\$1,103,044	\$0	\$0	\$0	0.0%
City Council	\$1,050,834	\$875,193	\$0	\$0	\$0	0.0%
Mayor's Office	\$505,705	\$505,705	\$0	\$0	\$0	0.0%
Economic Development	\$1,364,556	\$1,364,556	\$0	\$0	\$0	0.0%
Human Resources	\$7,252,526	\$6,333,184	(\$45,000)	\$45,000	\$0	0.0%
Library Services	\$9,284,880	\$8,319,985	\$104,000	(\$104,000)	\$0	0.0%
Pollution Control	\$21,337,790	\$0	\$0	\$0	\$0	0.0%
Engineering	\$7,913,993	\$2,575,065	(\$57,000)	\$96,000	\$39,000	0.5%
Accounting	\$3,162,235	\$2,329,132	\$0	\$56,000	\$56,000	1.8%
Information Technology	\$9,076,667	\$7,367,292	\$0	\$70,000	\$70,000	0.8%
Financial Planning	\$3,971,534	\$2,846,297	\$0	\$125,000	\$125,000	3.1%
Huron Lodge	\$26,521,327	\$8,462,079	\$0	\$570,000	\$570,000	2.1%
Planning & Development	\$4,109,297	\$3,175,026	\$0	\$571,000	\$571,000	13.9%
Corporate Accounts	\$167,712,718	\$32,340,443	(\$2,142,000)	\$3,012,000	\$870,000	0.5%
Employment & Social Services	\$101,037,567	\$7,589,312	\$67,000	\$982,000	\$1,049,000	1.0%
Sub-Total: City Departments	\$751,338,087	\$268,146,995	(\$8,047,000)	(\$2,050,000)	(\$10,001,000)	(1.3%)
Police Services	\$115,019,577	\$96,977,437	(\$4,700,000)	\$800,000	(\$3,900,000)	(3.4%)
Agencies	\$20,858,415	\$20,757,817	\$0	\$780,000	\$780,000	3.7%
Sub-Total: ABC's	\$135,877,992	\$117,735,254	(\$4,700,000)	\$1,580,000	(\$3,120,000)	(2.3%)
Total: Municipal	\$887,216,079	\$385,882,249	(\$12,747,000)	(\$470,000)	(\$13,121,000)	(1.5%)

Windsor Detroit Tunnel, YQG Windsor Airport & Roseland Golf Course

The City's Government Business Enterprises (GBE's) have been consulted regarding their anticipated year-end variances. Based on current information, the projected year-end operating deficit anticipated for the GBE's is estimated to be (\$4.6M). This is made up of estimates of (\$1.7M) for the Windsor-Detroit Tunnel and (\$2.9M) for the Windsor Airport.

These entities continue to face shortfalls in revenues related to the ongoing pandemic impacts notwithstanding improvements from the easing of border restrictions and increased levels of travel. As sole shareholder of these entities, these losses, while not directly reflected in the City's operating budget, have a significant impact on the City resulting in paused dividends, the requirement for the provision of cash flow loans, and

permanent and long term equity/reserve reductions that will impact future capital investments in the facilities.

Risk Analysis:

The largest risk by far this year continues to be the implications of the COVID-19 pandemic and its impact on City operations.

Administration has attempted to quantify the impact of the pandemic on the City's finances for the remainder of the year with the use of significant assumptions and uncertainty. As the situation continues to change, it is extremely difficult to provide certainty as to the financial impacts to the Corporation. There remain many variables, including:

1. Although we have projected the financial impacts to the end of the year, there continues to remain significant uncertainties as it relates to ongoing inflationary pressures and the pace of recovery from the pandemic.
2. The length of the transition period for things to return to "normal". In some cases, entire seasons may be lost even if all restrictions are lifted.
3. The residents' hesitation period for things to return to normal as the restrictions are lifted may further delay the financial recovery for the City.
4. Any remaining requirements and regulations that the City and others must follow as we transition and eventually return to a normal state.
5. The amount of additional senior level funding that will be made available to municipalities to offset the financial burden of the pandemic in 2022 and future years and most notably the significant \$5.5 million financial deficit faced by the City to address the border blockade earlier this year with no formal commitment from senior levels of government to address this matter.

As usual in a normal year, there are a number of other potential risks that can impact the year-end financial results as follows:

1. The Net Tax Additions/Reductions account is extremely difficult to project with certainty. There are still some significant appeals in progress and any variances in this account will vary dramatically based on the outcomes and timing of the settlements.
2. Current macro and micro economic conditions such as fuel costs, changes to local unemployment rates, volatility of energy costs, commodity prices and interest rates, as well as supply and demand for products and services. Inflation has increased significantly in 2022 to levels not seen in decades as the economy

recovers from the pandemic. Any long term increase in inflation will materially impact City costs going forward.

3. Seasonal variability with respect to revenues (e.g. recreation fees) and expenses (e.g. winter control).
4. Potential increase in staffing costs due to factors such as sick call replacement, modified duties (particularly in mandated or 24/7 operational areas), WSIB, joint job evaluation or other arbitration decisions, health benefit usage (Green Shield) and such other. Some of these costs may be covered by corporate provisions/reserves.
5. Potential increase to unavoidable expenditures such as unavoidable repairs and maintenance, related purchases of materials and supplies, legal expenses, streetlight maintenance, etc.
6. The significant use of estimates, historical knowledge and judgement in developing budget and projecting actual expenses for the year implies that actual year-end revenues and expenditures may differ significantly from quarterly projections. One way to mitigate this risk and help to offset any unexpected or one-time variances is by way of the annual corporate contingency account.

Climate Change Risks

Climate Change Mitigation:

Climate Change Mitigation initiatives are budgeted throughout the corporation and any variances form part of the departmental and ABC variance descriptions.

Climate Change Adaptation:

Climate Change Adaptation initiatives are budgeted throughout the corporation and any variances form part of the departmental and ABC variance descriptions.

Financial Matters:

Refer to **Appendix A** for detailed descriptions of the projected year-end variances for each department, separated between COVID and Non-COVID impacts, along with any mitigating measures.

Appendix B of this report has been updated to provide additional data. It includes a list of relevant operational and economic statistics (extracted from various sources) as background information and is depicted graphically for the current quarter, along with each of the preceding nine years for ease of reference and comparison purposes.

Consultations:

All departments and ABC's provided comments to augment and clarify the analysis performed by the Finance Department.

Conclusion:

Administration is projecting a municipal net operating year-end budget variance estimated to be (\$13.1M). Once the other funding sources surplus of \$4.1M and GBEs projected deficit of (\$4.6M) are included, the overall estimated year-end variance is (\$13.6M).

As indicated throughout the report, given the uncertainty around the COVID-19 recovery, inflationary pressures, and additional grant funding from senior levels of government, the 3rd quarter operating budget year-end variance projection is still subject to significant refinements over the remainder of the year. Measures have been implemented, where possible, in order to mitigate the negative budget risks. This includes applying for additional funding from senior levels of government wherever possible. This includes expected Transit Safe Restart Funding to offset the \$2.3M Transit Windsor projected COVID variance and advocacy to ensure the City is reimbursed for the \$5.5M in Border Convoy related costs incurred by the City earlier this year.

Continued efforts are required to ensure Senior Levels of government will continue to provide sustainable levels of relief funding which will assist municipalities as they embark on the 2023 and future municipal budget planning cycles. The Final 2022 Year-end report will update City Council on any additional grant funding received, along with funding options for any remaining budget variance, if required.

Planning Act Matters:

N/A

Approvals:

Name	Title
David Soave	Manager, Operating Budget Development & Control
Tony Ardovini	Deputy Treasurer - Financial Planning
Joe Mancina	Chief Financial Officer & City Treasurer
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - 2022 Operating Budget Variance
- 2 Appendix B - 2022 Operational & Economic Statistics

	2022 Gross Budget	2022 Net Budget	Year-End COVID Variance	Year-End Non-COVID Variance	Year-End Overall Variance	% of Gross Budget
MUNICIPAL						
Transit Windsor	\$39,317,934	\$16,421,543	(\$2,283,000)	(\$1,142,000)	(\$3,425,000)	(8.7%)
Fire & Rescue	\$52,491,089	\$50,538,358	(\$412,000)	(\$2,704,000)	(\$3,116,000)	(5.9%)
Public Works	\$58,680,331	\$29,038,896	(\$786,000)	(\$1,798,000)	(\$2,584,000)	(4.4%)
Housing & Children Services *	\$129,200,728	\$27,582,506	\$185,000	(\$1,588,000)	(\$1,403,000)	(1.1%)
Recreation & Culture	\$25,738,985	\$13,577,045	(\$1,019,000)	\$284,000	(\$735,000)	(2.9%)
Purchasing, Risk & POA	\$12,422,984	\$3,458,819	(\$400,000)	(\$250,000)	(\$650,000)	(5.2%)
Council Services	\$6,585,297	\$3,382,297	(\$300,000)	\$35,000	(\$265,000)	(4.0%)
Parks & Facilities	\$36,841,100	\$27,573,238	(\$56,000)	(\$244,000)	(\$300,000)	(0.8%)
Legal Services	\$3,672,157	\$3,360,201	(\$495,000)	\$0	(\$495,000)	(13.5%)
Taxation	\$3,475,392	\$604,831	\$0	(\$162,000)	(\$162,000)	(4.7%)
Building Services	\$7,871,886	\$2,029,125	(\$150,000)	(\$48,000)	(\$102,000)	(1.3%)
Communications	\$4,058,175	\$3,342,673	(\$226,000)	\$142,000	(\$84,000)	(2.1%)
Asset Planning	\$1,875,527	\$864,607	\$0	(\$30,000)	(\$30,000)	(1.6%)
Security & Special Activities	\$3,701,829	\$1,186,543	(\$32,000)	\$32,000	\$0	0.0%
CAO's Office	\$1,103,044	\$1,103,044	\$0	\$0	\$0	0.0%
City Council	\$1,050,834	\$875,193	\$0	\$0	\$0	0.0%
Mayor's Office	\$505,705	\$505,705	\$0	\$0	\$0	0.0%
Economic Development	\$1,364,556	\$1,364,556	\$0	\$0	\$0	0.0%
Human Resources	\$7,252,526	\$6,333,184	(\$45,000)	\$45,000	\$0	0.0%
Library Services	\$9,284,880	\$8,319,985	\$104,000	(\$104,000)	\$0	0.0%
Pollution Control	\$21,337,790	\$0	\$0	\$0	\$0	0.0%
Engineering	\$7,913,993	\$2,575,065	(\$60,000)	\$99,000	\$39,000	0.5%
Accounting	\$3,162,235	\$2,329,132	\$0	\$56,000	\$56,000	1.8%
Information Technology	\$9,076,667	\$7,367,292	\$0	\$70,000	\$70,000	0.8%
Financial Planning	\$3,971,534	\$2,846,297	\$0	\$125,000	\$125,000	3.1%
Huron Lodge	\$26,521,327	\$8,462,079	\$0	\$570,000	\$570,000	2.1%
Planning & Development	\$4,109,297	\$3,175,026	\$0	\$571,000	\$571,000	13.9%
Corporate Accounts	\$167,712,718	\$32,340,443	(\$2,142,000)	\$3,012,000	\$870,000	0.5%
Employment & Social Services	\$101,037,567	\$7,589,312	\$67,000	\$982,000	\$1,049,000	1.0%
Sub-Total: City Departments	\$751,338,087	\$268,146,995	(\$8,050,000)	(\$2,047,000)	(\$10,001,000)	(1.3%)
Police Services	\$115,019,577	\$96,977,437	(\$4,700,000)	\$800,000	(\$3,900,000)	(3.4%)
Agencies	\$20,858,415	\$20,757,817	\$0	\$780,000	\$780,000	3.7%
Sub-Total: ABC's	\$135,877,992	\$117,735,254	(\$4,700,000)	\$1,580,000	(\$3,120,000)	(2.3%)
Total: Municipal	\$887,216,079	\$385,882,249	(\$12,750,000)	(\$467,000)	(\$13,121,000)	(1.5%)
OTHER FUNDING SOURCES (OFS's)						
On-Off Street Parking	\$0	\$0	(\$725,000)	\$146,000	(\$579,000)	0.0%
Sewer Surcharge Reserve	\$84,128,725	\$0	\$0	(\$170,000)	(\$170,000)	(0.2%)
Building Permit Reserve	(\$169,408)	\$0	\$0	\$4,867,000	\$4,867,000	n/a
Total: OFS's	\$83,959,317	\$0	(\$725,000)	\$4,843,000	\$4,118,000	4.9%
GOVERNMENT BUSINESS ENTERPRISES (GBE's)						
Windsor-Detroit Tunnel	n/a	n/a	(\$1,682,000)	\$0	(\$1,682,000)	n/a
Windsor Airport	n/a	n/a	(\$3,000,000)	\$124,000	(\$2,876,000)	n/a
Total: GBE's	n/a	n/a	(\$4,682,000)	\$124,000	(\$4,558,000)	n/a
Grand Total			(\$18,157,000)	\$4,500,000	(\$13,561,000)	n/a

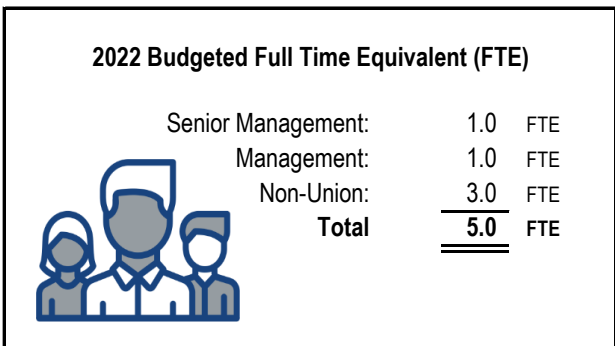
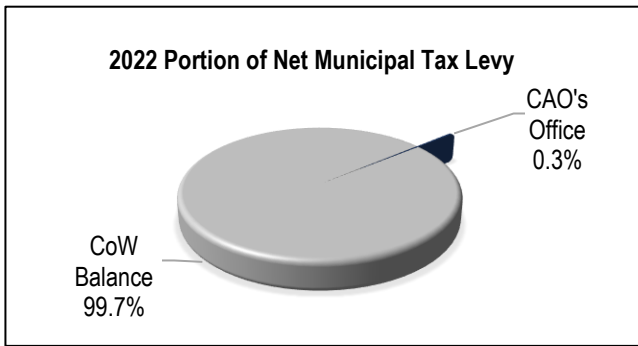
* Includes Windsor Essex County Housing Corporation (WECHC) Council Agenda - November 9, 2022

CAO'S OFFICE

DEPARTMENTAL OVERVIEW

The Chief Administrative Officer (CAO) works closely with the Mayor and City Council, as well as City Administration through its senior leaders, to ensure Council's goals and objectives are achieved. This is realized through strategic leadership to the Corporation, managing the daily operations of service delivery, and leading ongoing improvements with a goal of greater efficiency.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$30,000)	\$0	\$0	\$0
Annual Expense Budget	\$1,315,018	\$1,336,637	\$1,253,287	\$1,103,044
Annual Net Budget	\$1,285,018	\$1,336,637	\$1,253,287	\$1,103,044
Annual Net Variance	\$123,090	\$114,810	\$3,656	\$0
Variance as a % of Gross Budget	9.4%	8.6%	0.3%	0.0%



VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$0

The CAO's Office budget contains provisional budgets for corporate matters and it is difficult to anticipate until very close to year end, what these budgets may be used for. Therefore, we are projecting that the CAO Office will have no significant variances at this time.

CITY COUNCIL

DEPARTMENTAL OVERVIEW

Ontario Municipalities are governed by municipal councils. The job of municipal councils is to pass resolutions and by-laws governing municipal services, finances and the various regulatory frameworks. These functions are performed based on the delegated authority contained within the Municipal Act and other legislation and regulations. In Windsor, City Council is composed of the Mayor (Head of Council) and 10 Councillors (1 for each of the 10 Wards).

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$277,165)	(\$185,000)	(\$156,991)	(\$175,641)
Annual Expense Budget	\$1,008,389	\$1,031,469	\$1,029,184	\$1,050,834
Annual Net Budget	\$731,224	\$846,469	\$872,193	\$875,193
Annual Net Variance	(\$8,275)	\$48,836	\$57,963	\$0
Variance as a % of Gross Budget	(0.8%)	4.7%	5.6%	0.0%

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$0**

No significant variances projected at this time.

MAYOR'S OFFICE

DEPARTMENTAL OVERVIEW

The Mayor is the Head of City Council the Chief Executive Officer (CEO) of the Corporation of the City of Windsor. As Head of Council he presides over all meetings of Council. The Mayor ensures that the laws governing the Municipality are properly executed and enforced. The Mayor has primary responsibility for seeing that the policies of the Municipality are implemented, and he works closely with Council to ensure that this occurs.

As CEO, the Mayor has responsibility for all actions taken on behalf of the municipal corporation. Based on the approval of Council, the Mayor has responsibility for directing municipal spending priorities in accordance with local needs and preferences, and oversees the Municipality's administration to ensure that all actions taken by administration are consistent with Council policies.

The Mayor has a staff of contract employees hired directly by the Mayor to facilitate the operations of the Mayor's Office.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	\$0	\$0	\$0	\$0
Annual Expense Budget	\$905,325	\$905,325	\$1,455,705	\$505,705
Annual Net Budget	\$905,325	\$905,325	\$1,455,705	\$505,705
Annual Net Variance	\$0	\$0	\$0	\$0 *
Variance as a % of Gross Budget	0.0%	0.0%	0.0%	0.0%
				<i>* Projected</i>

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$0

No significant variances projected at this time.

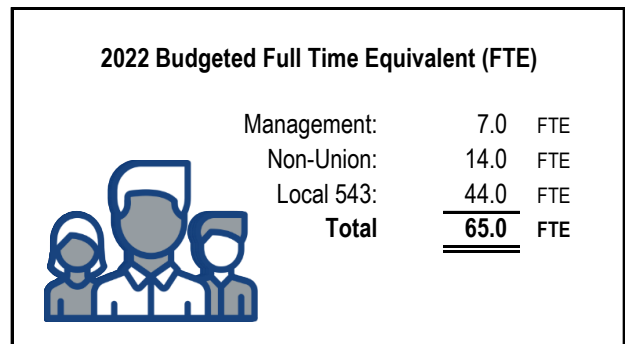
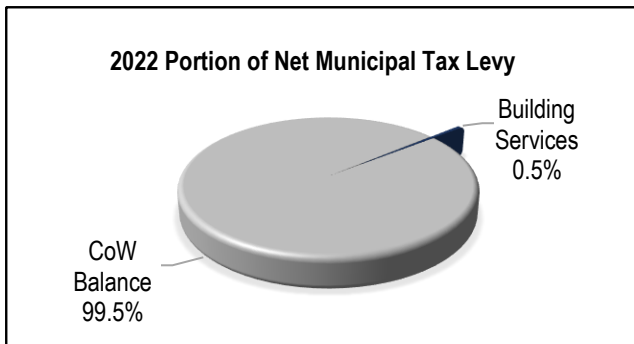
BUILDING SERVICES

DEPARTMENTAL OVERVIEW

Building Services is responsible for the application and enforcement of the Ontario Building Code and property related Municipal Bylaws. This includes issuing permits and performing inspections for all construction projects, and investigating and enforcing maintenance & land use Bylaws for all private properties.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	(\$5,779,256)	(\$5,842,761)
Annual Expense Budget	n/a	n/a	\$7,752,491	\$7,871,886
Annual Net Budget	n/a	n/a	\$1,973,235	\$2,029,125
 Annual Net Variance	 n/a	 n/a	 \$61,833	 (\$102,000)
Variance as a % of Gross Budget	n/a	n/a	0.8%	(1.3%)

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Staff Gapping	\$0	\$289,000	\$289,000
Revenue Shortfall	(\$150,000)	(\$266,000)	(\$416,000)
Miscellaneous Expense Savings	\$0	\$25,000	\$25,000
Net Total	(\$150,000)	\$48,000	(\$102,000)

BUILDING SERVICES

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$102,000)** **Deficit**

Staff Gapping: \$289,000

The delay in the hiring of several positions for the Building Department and Transportation Planning is the key factor contributing to the anticipated staff gapping surplus. In addition, timing issues related to recruitments, hiring setbacks and unexpected staff turnover are also factors that are currently contributing to this surplus.

Revenue Deficit: (\$416,000)

The Building By-law revenue by the end of they year is expected to have a revenue shortfall of (\$400,000). Fees collected by By-law relates to the enforcement of property standards, residential rental property conditions and the upkeep of vacant buildings. The pandemic is still a major factor contributing to this revenue shortfall as approximately (\$150,000) of the (\$400,000) is estimated to be a direct result of; the Provincial lockdown that occurred early in the year which impacted enforcement activity, suspension of the court system, and the COVID-19 impact on landlords and tenants alike. City staff have attempted to accommodate residents given the circumstances surrounding the pandemic, however, it has had an impact on revenue. Transportation Planning is also expected to end the year in a revenue shortfall position of (\$16,000) due to the current inability to perform recovery work for one of the positions.

Miscellaneous Expense Savings: \$25,000

The Building department and Transportation Planning overall achieved a miscellaneous expense savings of \$25,000 due to reduced travel and training, and other operating expenses.

MITIGATING STEPS

Administration has made concerted efforts to hold the line where possible on discretionary expenses within its control including delaying of staff recruitments while navigating the challenging situation of the past year and striving to maintain a respectable and safe level of service.

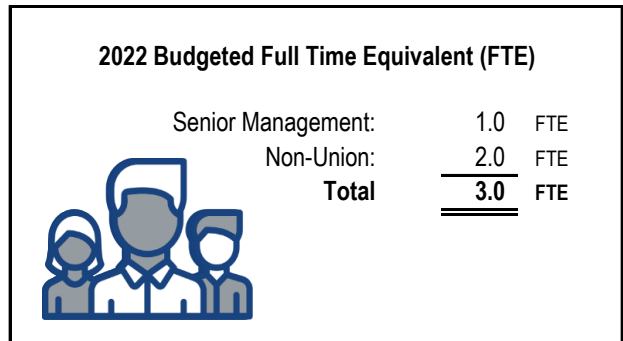
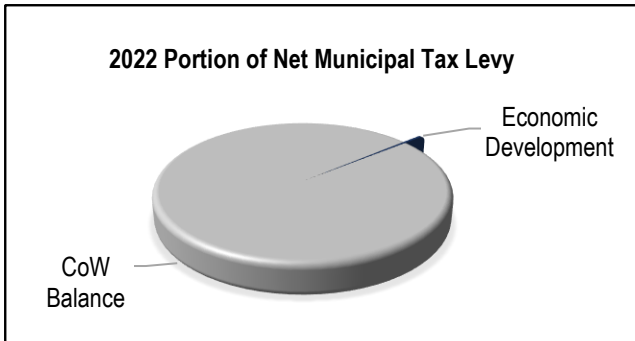
ECONOMIC DEVELOPMENT

DEPARTMENTAL OVERVIEW

Economic Development is responsible for attracting new business development to the region and helping retain existing businesses that foster a vibrant, economically diverse city.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	\$0
Annual Expense Budget	n/a	n/a	n/a	\$1,364,556
Annual Net Budget	n/a	n/a	n/a	\$1,364,556
Annual Net Variance	n/a	n/a	n/a	\$0
Variance as a % of Gross Budget	n/a	n/a	n/a	0.0%

Historical amounts are not available due to creation of department in 2022.



VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$0

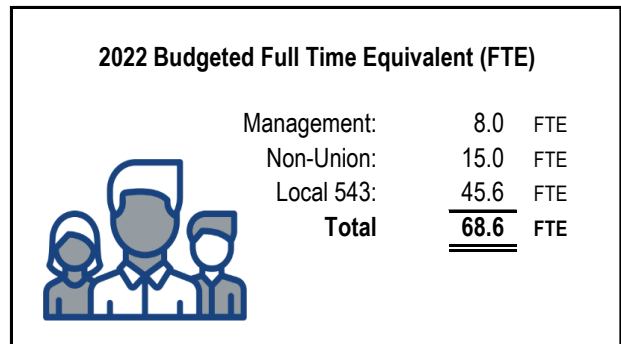
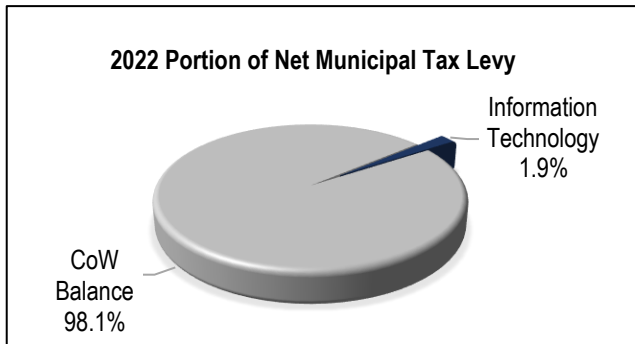
The Economic Development Office is a newly created department and therefore, while there may be anticipated savings in 2022, any surplus realized at year-end will be requested to be carried forward to the following year in an effort to assist in the department's start-up costs. Given the anticipated budget carry-forwards, no significant variances are projected at this time.

INFORMATION TECHNOLOGY

DEPARTMENTAL OVERVIEW

Provides technology planning, support and operations, which enables City services, and drives efficiencies. Committed to providing innovative, reliable, responsive and secure solutions that align business, process and technology. Provides and supports the systems, applications, computers, networks, data, internet access, security and policies that are critical to the delivery of City services.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$1,415,439)	(\$1,275,439)	(\$1,362,554)	(\$1,709,375)
Annual Expense Budget	\$8,260,494	\$8,224,564	\$8,702,573	\$9,076,667
Annual Net Budget	\$6,845,055	\$6,949,125	\$7,340,019	\$7,367,292
Annual Net Variance	\$17,909	\$32,736	\$179,778	\$70,000
Variance as a % of Gross Budget	0.2%	0.4%	2.1%	0.8%



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary Related	\$0	(\$50,000)	(\$50,000)
Connectivity Savings	\$0	\$40,000	\$40,000
Various Miscellaneous	\$0	\$80,000	\$80,000
Net Total	\$0	\$70,000	\$70,000

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$70,000 Surplus

Salary Related: (\$50,000)

As a result of a recent Joint Job Evaluation (JJE) decision, there is a deficit of (\$145,000) related to retro payments and a resulting salary shortfall for the balance of the year. It is likely this deficit will be partially mitigated by intermittent vacancies and overall salary gapping estimated at \$95,000 resulting in an overall deficit of approximately (\$50,000). It should be noted that deficit related to job evaluations is offset by the corporate contingency provision that exists for this purpose.

INFORMATION TECHNOLOGY

Connectivity Savings: \$40,000

A reduction in connectivity costs, resulting from newly negotiated contracts, have contributed to an anticipated surplus which will be partially offset by the additional cost of integrating MS Teams with the corporate phone system. Overall, a surplus of approximately \$40,000 is anticipated.

Various Miscellaneous: \$80,000

Various miscellaneous line items of approximately \$80,000 within the department are contributing to the Y/E variance.

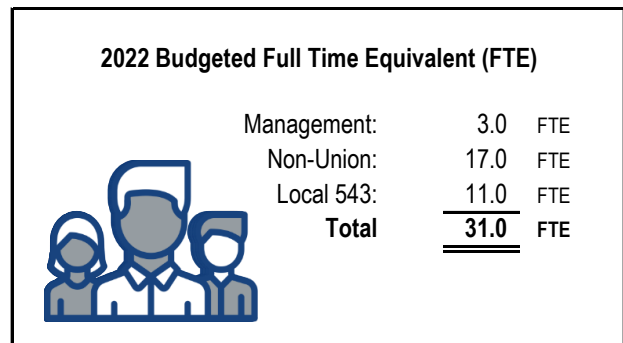
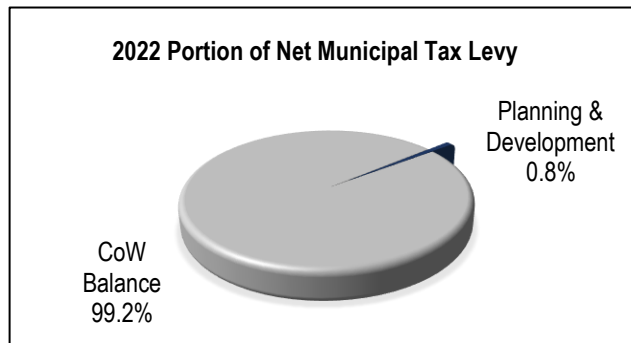
PLANNING DEVELOPMENT

DEPARTMENTAL OVERVIEW

Planning Services is responsible for the preparation and implementation of plans regarding land use and development including the Official Plan & Zoning By-law. The division reviews, processes and makes recommendations to Council on land development applications as set out in the Planning Act of Ontario.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	(\$897,846)	(\$934,271)
Annual Expense Budget	n/a	n/a	\$4,059,564	\$4,109,297
Annual Net Budget	n/a	n/a	\$3,161,718	\$3,175,026
Annual Net Variance	n/a	n/a	\$793,151	\$571,000
Variance as a % of Gross Budget	n/a	n/a	19.5%	13.9%

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Staff Gapping	\$0	\$108,000	\$108,000
Revenue Surplus	\$0	\$438,000	\$438,000
Miscellaneous Expense Savings	\$0	\$25,000	\$25,000
Net Total	\$0	\$571,000	\$571,000

PLANNING DEVELOPMENT

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$571,000** *Surplus*

Staff Gapping: \$108,000

Staff gapping is one of the contributing factors to the overall surplus variance within the Planning Department. The delay in the hiring of three positions as well as an additional position that remains vacant have contributed to the current anticipated surplus. Hopefully, any future unexpected staff turnover for the rest of the year will be kept to a minimum.

Revenue Surplus: \$438,000

The Planning area is expected to end the year with a revenue surplus of \$438,000 in the area of Development Applications.

Miscellaneous Expense Savings: \$25,000

The Planning Department is projecting miscellaneous expenditure savings of approximately \$25,000 for the year. The majority of the savings is expected to come from reduced Travel, Conferences, Training and Public Relations, as well as other various Operating expenses.

MITIGATING STEPS

Administration has made concerted efforts to hold the line where possible on discretionary expenses within its control including delaying of staff recruitments while navigating the challenging situation of the past year and striving to maintain a respectable and safe level of service.

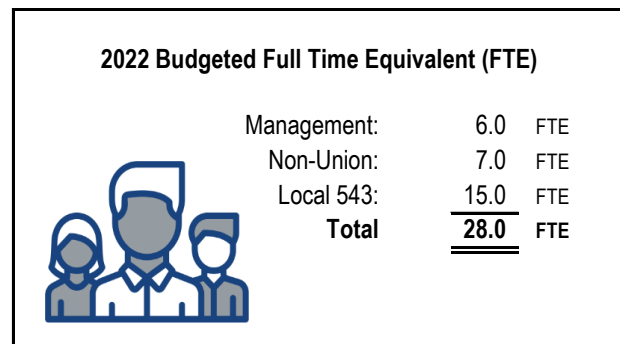
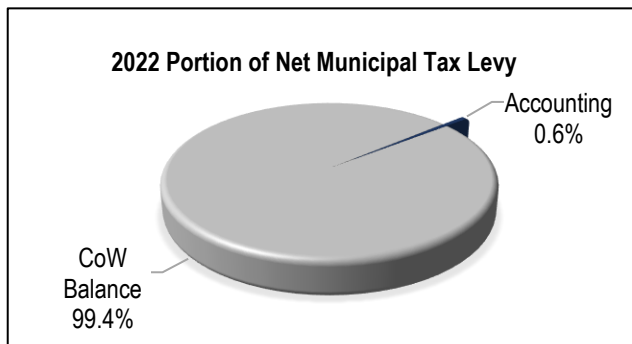
ACCOUNTING

DEPARTMENTAL OVERVIEW

The Accounting department provides accounts payable, accounts receivable, accounting and payroll services to the organization.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$833,103)
Annual Expense Budget	n/a	n/a	n/a	\$3,162,235
Annual Net Budget	n/a	n/a	n/a	\$2,329,132
Annual Net Variance	n/a	n/a	n/a	\$56,000
Variance as a % of Gross Budget	n/a	n/a	n/a	1.8%

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salaries	\$0	\$56,000	\$56,000
Net Total	\$0	\$56,000	\$56,000

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$56,000** **Surplus**

Salaries: \$56,000

A year-end surplus of approximately \$56,000 is projected in the Financial Accounting department as a result of staff gapping.

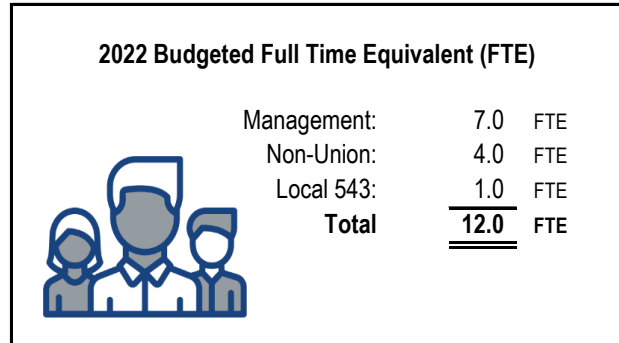
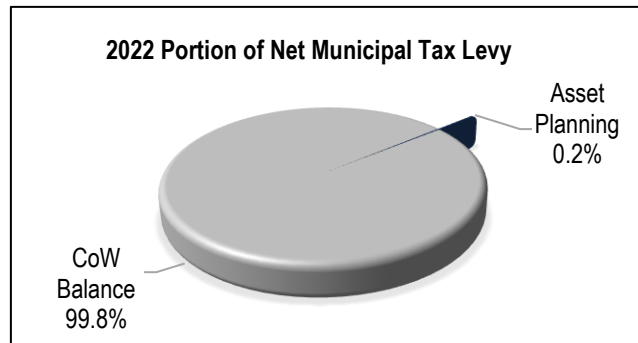
ASSET PLANNING

DEPARTMENTAL OVERVIEW

The Asset Planning department provides asset planning, capital budget development and monitoring, corporate energy management services and capital grant funding programs to the organization.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$1,010,920)
Annual Expense Budget	n/a	n/a	n/a	\$1,875,527
Annual Net Budget	n/a	n/a	n/a	\$864,607
 Annual Net Variance	 n/a	 n/a	 n/a	 (\$30,000)
Variance as a % of Gross Budget	n/a	n/a	n/a	(1.6%)

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salaries	\$0	(\$34,000)	(\$34,000)
Various Miscellaneous	\$0	\$4,000	\$4,000
Net Total	\$0	(\$30,000)	(\$30,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: (\$30,000) Deficit

Salaries: (\$34,000)

A year-end deficit of approximately (\$34,000) is projected in the Asset Planning department as a result of a staff contract to support heavy workload.

Various Miscellaneous: \$4,000

A surplus of approximately \$4,000 is projected in various miscellaneous line items within Asset Planning.

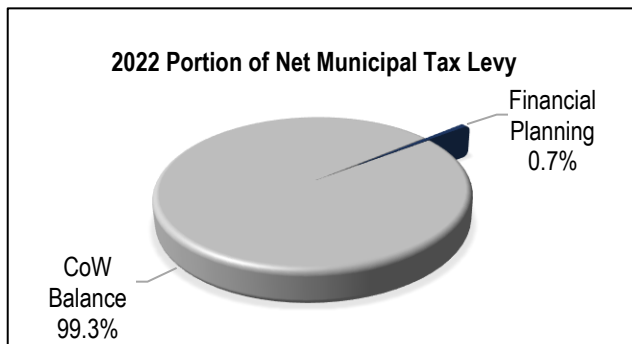
FINANCIAL PLANNING

DEPARTMENTAL OVERVIEW


The Financial Planning department provides operating budget development and monitoring services along with performance measurement and overall financial planning leadership for the Corporation and Council.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$1,125,237)
Annual Expense Budget	n/a	n/a	n/a	\$3,971,534
Annual Net Budget	n/a	n/a	n/a	\$2,846,297
Annual Net Variance	n/a	n/a	n/a	\$125,000
Variance as a % of Gross Budget	n/a	n/a	n/a	3.1%

Historical amounts are not available due to realignment of departments.



2022 Budgeted Full Time Equivalent (FTE)



Management:	5.0	FTE
Non-Union:	26.0	FTE
Local 543:	3.0	FTE
Total	34.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salaries	\$0	\$127,000	\$127,000
Various Miscellaneous	\$0	(\$2,000)	(\$2,000)
Net Total	\$0	\$125,000	\$125,000

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$125,000** **Surplus**

Salaries: \$127,000

A year-end surplus of approximately \$127,000 is projected in the Financial Planning department as a result of staff gapping.

Various Miscellaneous: (\$2,000)

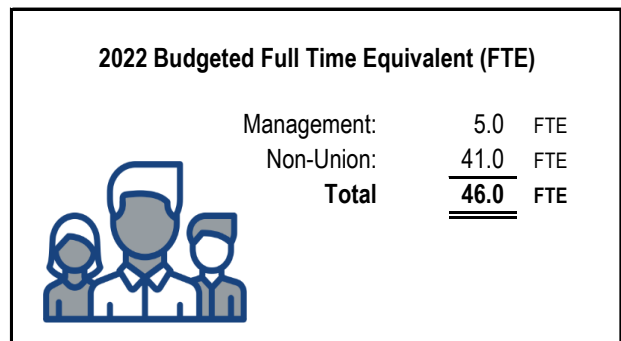
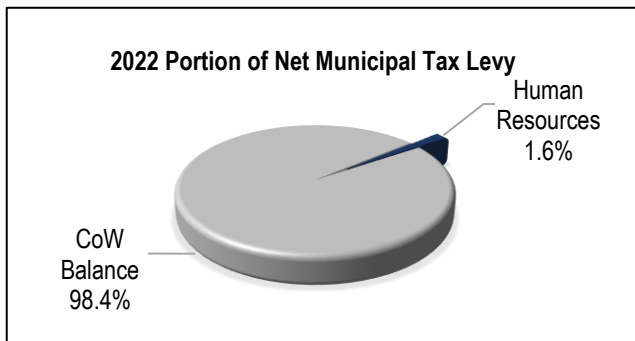
A deficit of approximately (\$2,000) is projected in various miscellaneous line items within Financial Planning.

HUMAN RESOURCES

DEPARTMENTAL OVERVIEW

The Human Resources Department provides various services such as recruitment, compensation management, benefit administration, health and safety initiatives, and employee relations. As an equal opportunity employer, the City's HR Department also endeavours to provide succession management, professional skills development, and mental health initiatives to our corporate employees and retirees.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$1,031,013)	(\$663,879)	(\$408,842)	(\$919,342)
Annual Expense Budget	\$6,440,414	\$6,296,537	\$6,556,998	\$7,252,526
Annual Net Budget	\$5,409,401	\$5,632,658	\$6,148,156	\$6,333,184
 Annual Net Variance	 \$141,250	 \$36,310	 \$6,783	 \$0
Variance as a % of Gross Budget	2.2%	0.6%	0.1%	0.0%



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salaries	(\$45,000)	\$45,000	\$0
Net Total	(\$45,000)	\$45,000	\$0

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$0**

Salaries

An expected variance in Health and Safety consists of a deficit of due to a heavy workload Disability Management Specialist position, of which 50% of the salary is related to COVID (\$45,000), however salary gapping due to retirements and unfilled positions puts HR into a break-even position.

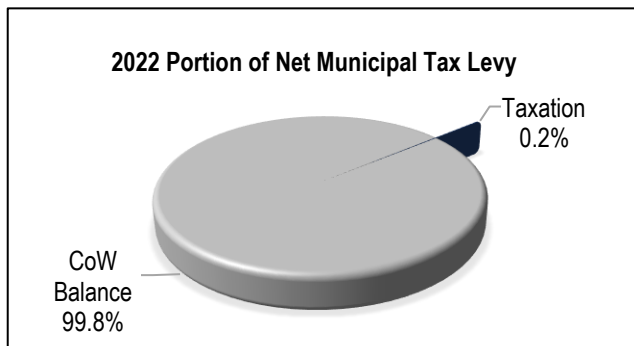
TAXATION

DEPARTMENTAL OVERVIEW


The Taxation department provides property billing and tax collection services, cash management and leadership on corporate financial projects.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$2,870,561)
Annual Expense Budget	n/a	n/a	n/a	\$3,475,392
Annual Net Budget	n/a	n/a	n/a	\$604,831
Annual Net Variance	n/a	n/a	n/a	(\$162,000)
Variance as a % of Gross Budget	n/a	n/a	n/a	(4.7%)

Historical amounts are not available due to realignment of departments.



2022 Budgeted Full Time Equivalent (FTE)



Senior Management:	1.0	FTE
Management:	4.0	FTE
Non-Union:	9.0	FTE
Local 543:	13.0	FTE
Total	27.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
External Revenues	\$0	(\$211,000)	(\$211,000)
Salaries	\$0	\$45,000	\$45,000
Various Miscellaneous	\$0	\$4,000	\$4,000
Net Total	\$0	(\$162,000)	(\$162,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: (\$162,000) Deficit

TAXATION

External Revenue: (\$211,000)

A year-end deficit of approximately (\$211,000) is projected for net external revenues within the Taxation Department. This projected deficit consists of; (\$135,000) deficit in Tax Lien Registrations, (\$70,000) deficit in External User fees, (\$56,000) deficit in Letters of Deault, (\$28,000) deficit in Dial-up Fees, (\$15,000) deficit in Return Cheque Fees and a (\$8,000) deficit in Other External Revenue. These deficits are offset by a \$69,000 surplus in Collection Fees Depts, \$20,000 surplus in Expedited Tax Certificates, \$7,000 surplus in regular Tax Certificates and a \$5,000 surplus in Tax Information.

Salaries: \$45,000

A year-end surplus of approximately \$45,000 is projected in the Taxation department as a result of staff gapping.

Various Miscellaneous: \$4,000

A \$4,000 surplus is projected in various miscellaneous line items within Taxation and Financial Projects.

COUNCIL SERVICES

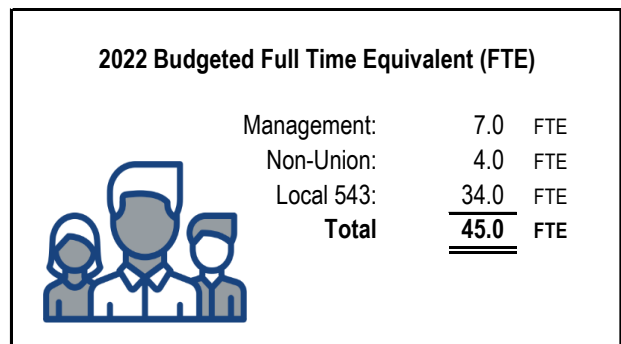
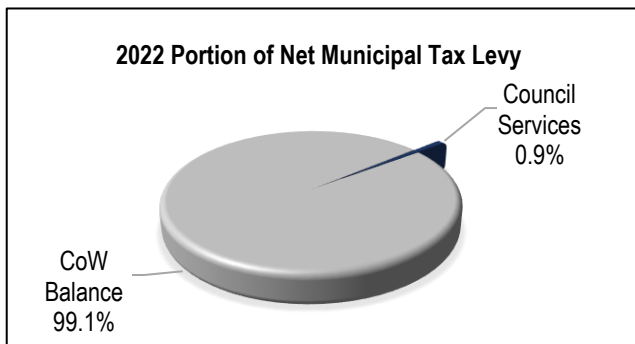
DEPARTMENTAL OVERVIEW

The City Clerk's Office administers the city's legislative process including Elections, Council and Committee meetings, and the maintenance of public records, as a service to City Council, Administration and the citizens of the City of Windsor.

Licensing & By-Law Enforcement oversees several categories of business licenses and enforcement of the licensing and various regulatory by-laws to ensure compliance and public health and safety. For example, public vehicles, hospitality, lodging, dirty yards etc. Coordinate licensing hearings for the Windsor Licensing Commission. Also acts as gaming regulator for the AGCO/OLG i.e. bingo, raffles.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	(\$2,983,945)	(\$3,203,000)
Annual Expense Budget	n/a	n/a	\$6,732,357	\$6,585,297
Annual Net Budget	n/a	n/a	\$3,748,412	\$3,382,297
 Annual Net Variance	 n/a	 n/a	 (\$484,420)	 (\$265,000)
Variance as a % of Gross Budget	n/a	n/a	(7.2%)	(4.0%)

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary Allocations / Gapping	\$0	\$160,000	\$160,000
Civil Ceremony Revenue	\$0	\$25,000	\$25,000
Business License Revenue	(\$100,000)	\$0	(\$100,000)
Repeat Offender Fee Revenue	\$0	(\$150,000)	(\$150,000)
Lottery License Bingo Revenue	(\$200,000)	\$0	(\$200,000)
Net Total	(\$300,000)	\$35,000	(\$265,000)

COUNCIL SERVICES

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$265,000) Deficit**

Salary Allocations / Gapping: \$160,000

Council Services, By-Law and Licencing and Gaming are expected to have a surplus of \$160,000 due to staff gapping and vacant positions that have occurred throughout the year.

Civil Ceremony Revenue: \$25,000

The revenues from civil marriage ceremony services is forecasted to experience a surplus of \$30,000, which will be slightly offset by a deficit expected in marriage license revenue of (\$5,000).

Business License Revenue: (\$100,000)

The Licensing division is projecting a deficit of (\$100,000) in Business License Revenue due to an increase in business closures and a decrease in new business openings which can be attributed directly to the COVID-19 Pandemic. In addition, City Council adopted Council CR50/2022 which approved a business licence extension for all classes associated with the February 2022 deadline by 4 months to mitigate the impact on municipally licensed business caused by the COVID-19 pandemic. This has had a direct impact on the collection of late penalties for 2022.

Repeat Offender Fee Revenue: (\$150,000)

The By-Law Enforcement department is projecting a deficit of (\$150,000) in revenue generated from the Division's Repeat Offender Fee for land maintenance matters. This fee was originally adopted by City Council in 2019 as a deterrent to repeat offenders and as such, the estimated revenue was a projection based on the previous year's issued invoices. Less invoices are projected to be issued than originally estimated resulting from better compliance, which coincides with the original intent of the fee.

Lottery License Bingo Revenue: (\$200,000)

The Licensing division is projecting a deficit of (\$200,000) related to bingo sites based on periodic COVID-19 closures and reduced operating capacities of 50% from January to March 2022. Bingo Halls began to operate at full capacity in April 2022 and although Bingo events and revenues have increased as a result, it is likely that a revenue shortfall for the year will occur.

MITIGATING STEPS

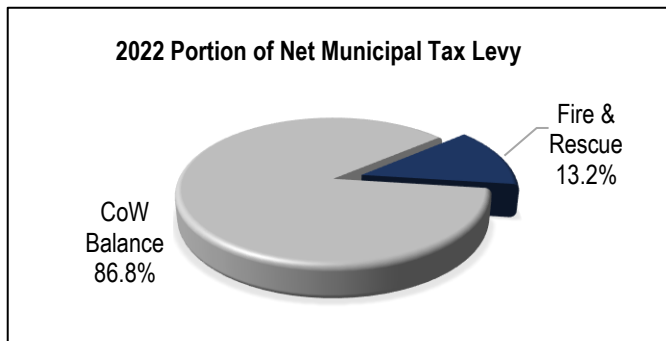
Council Services will continue to monitor variances going forward and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

FIRE & RESCUE


DEPARTMENTAL OVERVIEW

Services to the community include public education, code enforcement, fire plans examination, emergency dispatch, emergency response and fire cause determination. Along with structure fires, firefighters respond to a broad range of emergency incidents including vehicle fires, motor vehicle collisions, medical related emergencies, technical rescue incidents and hazardous materials incidents.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$1,098,503)	(\$1,481,166)	(\$1,518,324)	(\$1,952,731)
Annual Expense Budget	\$51,711,505	\$51,947,069	\$52,177,165	\$52,491,089
Annual Net Budget	\$50,613,002	\$50,465,903	\$50,658,841	\$50,538,358
Annual Net Variance	(\$87,219)	(\$553,373)	(\$812,297)	(\$3,116,000)
Variance as a % of Gross Budget	(0.2%)	(1.1%)	(1.6%)	(5.9%)



2022 Budgeted Full Time Equivalent (FTE)



Management:	3.0	FTE
Non-Union:	2.0	FTE
WFA:	300.0	FTE
Total	305.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Net Salary Variance	(\$320,000)	(\$2,635,000)	(\$2,955,000)
Apparatus Truck Incident	\$0	(\$100,000)	(\$100,000)
COVID & Convoy Related Expenses	(\$72,000)	\$0	(\$72,000)
Mass Notification System	\$0	(\$33,000)	(\$33,000)
Fire Prevention User Fees	(\$20,000)	\$0	(\$20,000)
Miscellaneous Surplus Accounts	\$0	\$64,000	\$64,000
Net Total	(\$412,000)	(\$2,704,000)	(\$3,116,000)

FIRE & RESCUE

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$3,116,000)** **Deficit**

Net Salary Variance: (\$2,955,000)

Net Salary variance for WFRS is projected to be in a deficit of (\$2,955,000). This is largely due to overtime pressures. A sharp increase in WSIB claims is a contributor to this year's overtime. WFRS has seen an increase in WSIB claims which has a significant impact on staffing. Windsor Fire and Rescue is working closely with internal Disability Management Specialist to minimize WSIB claims and/or bring staff back to work as early as possible. Additional overtime of (\$250,000) resulted from the Queen memorial holiday unexpectedly declared on August 19th. Also included in deficit is the COVID and Convoy related overtime of (\$320,000). COVID policy on sick time (not to report to work if any symptoms of a cold are experienced) continue to cause pressure on overtime. Offsetting the overtime deficit is a projected surplus of \$130,000 in regular salary gapping account.

Fleet Maintenance and Repair: (\$100,000)

Truck Unit #4033 was damaged in an incident on January 6, 2022. The truck was transported to the manufacturer in Ohio for complete inspection & damage assessment/repair who gave an estimate of \$160,000 US. The claim was put to the insurance with a non-deductible portion of (\$100,000) CDN which will create a negative variance in the Apparatus repair & maintenance account. The department will try to mitigate the impact as much as possible by replacing/repairing only the equipment needed and postponing stocking of parts to the new year.

Covid & Convoy expenses: (\$72,000)

Total COVID and Convoy related expenses are projected to be (\$72,000). Convoy related expenses incurred in January 2022 are (\$9,000) creating an unbudgeted deficit in various accounts. Additional unbudgeted expense of (\$63,000) is the hiring of 3rd Assistant Deputy Fire Chief on a temporary basis. This allows for a dedicated personnel to attend the needs of frontline firefighting staff, consisting of development of ongoing COVID-19 policies, overseeing the implementation of the new procedures and ongoing daily review of incident run reports.

Mass Notification System: (\$33,000)

WFRS entered into a 5-year agreement with Everbridge for a Mass Notification system approved by 2020 Operating Budget, BI#2020-0354. The budget issue was approved on the basis that WFRS would enter into a four-way partnership between WFRS and three community partners. Three partners were verbally committed when the 5 year agreement with Everbridge (system provider) was signed. Actual agreement with partners was signed with only one partner creating a (\$33,000) shortfall in cost recovery. The process of obtaining additional partners is ongoing.

Fire Prevention User Fees: (\$20,000)

User fee revenue for Fire & Rescue is projected to (\$20,000) deficit, a decrease from Q2 projection. Corrective action fees were retro billed from 2021 incidents bringing additional revenue to 2022. Fire Prevention user fee revenue remains lower due to activities being disrupted in the first quarter from a provincial shut down of businesses at the beginning of 2022.

Miscellaneous Surplus Accounts: \$64,000

A surplus of \$64,000 is estimated to be achieved in the Fire & Rescue division by departments minimizing any discretionary expenditures as much as possible to mitigate department's overall deficit position.

MITIGATING STEPS

The Fire and Rescue Services division will continue to mitigate overtime variance through limited options at the department's disposal in order to maintain approved service levels.

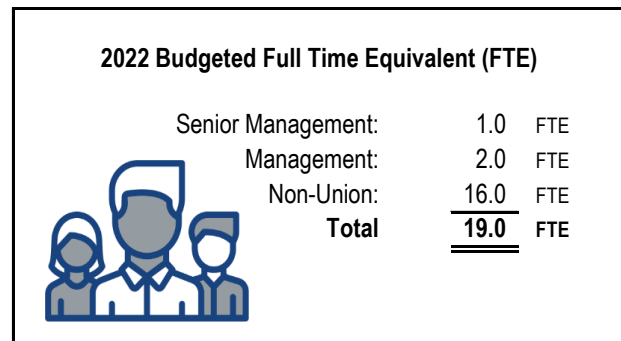
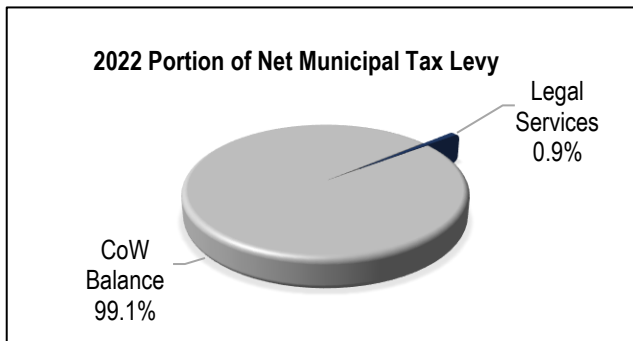
LEGAL SERVICES

DEPARTMENTAL OVERVIEW

The Legal Department provides legal services in connection with administrative tribunal/court litigation, contracts and agreements, expropriations, labour/employment matters, real estate transactions and leases.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$311,956)
Annual Expense Budget	n/a	n/a	n/a	\$3,672,157
Annual Net Budget	n/a	n/a	n/a	\$3,360,201
Annual Net Variance	n/a	n/a	n/a	(\$495,000)
Variance as a % of Gross Budget	n/a	n/a	n/a	(13.5%)

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Convoy Costs	(\$495,000)	\$0	(\$495,000)
Net Total	(\$495,000)	\$0	(\$495,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: (\$495,000) Deficit

LEGAL SERVICES

Convoy Costs (\$495,000)

Legal is anticipating a total deficit of (\$495,000) which is comprised of (\$225,000) in miscellaneous costs associated to the Freedom Convoy that occurred in Windsor in February 2022 and (\$270,000) from Legal's participation in the follow up process associated to the Freedom Convoy. It is unknown at this time if the City will be reimbursed for these expenses.

MITIGATING STEPS

The Legal Department will continue to monitor variances going forward and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

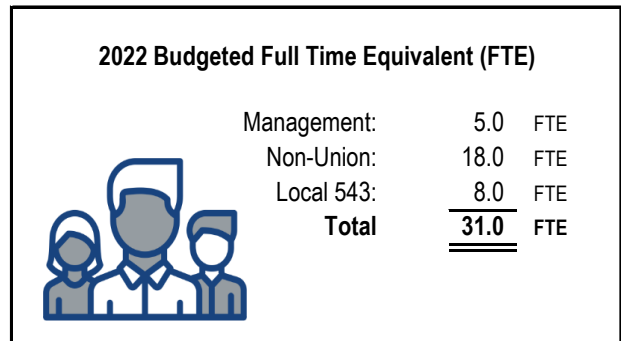
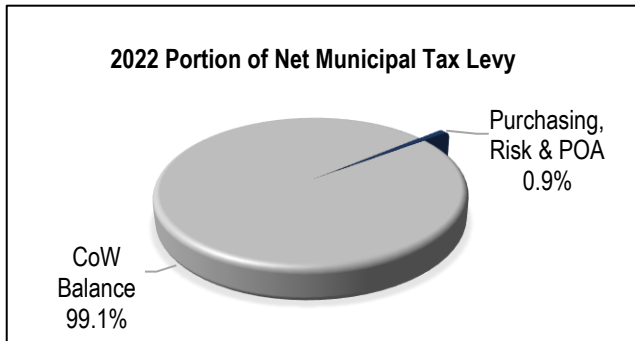
PURCHASING, RISK & POA

DEPARTMENTAL OVERVIEW

Purchasing procures goods and services. Risk Management manages personal injury, property loss claims, and insurance. The Provincial Offences administers POA Court and prosecutes offences.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$8,964,165)
Annual Expense Budget	n/a	n/a	n/a	\$12,422,984
Annual Net Budget	n/a	n/a	n/a	\$3,458,819
Annual Net Variance	n/a	n/a	n/a	(\$650,000)
Variance as a % of Gross Budget	n/a	n/a	n/a	(5.2%)

Historical amounts are not available due to realignment of departments.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Provincial Offences Division	(\$400,000)	(\$250,000)	(\$650,000)
Net Total	(\$400,000)	(\$250,000)	(\$650,000)

PURCHASING, RISK & POA

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$650,000)** **Deficit**

Provincial Offences Division: (\$650,000)

The Provincial Offences Division (POA) was impacted greatly by Ministry ordered court closures and suspension of POA timelines due to Covid-19. POA has ramped up operations since last year and continues to get through the resulting backlog of legal matters. Delays in getting matters into court have impacted POA's ability to collect on these revenues as Early Resolution and Trial matters are not due to be paid unless they are convicted in court. Another contribution to the lower than anticipated revenue is the significantly lower number of tickets issued over the last two years. In 2019 there were 29,336 tickets issued, in 2020 23,867 tickets were issued, and in 2021 20,518 tickets were issued. This steady and significant decline over the last two years has affected revenue collected and will continue to do so in the future if this trend continues. It should be noted that policing agencies control the number of tickets issued based on operational resources and this is beyond the operating departments control.

MITIGATING STEPS

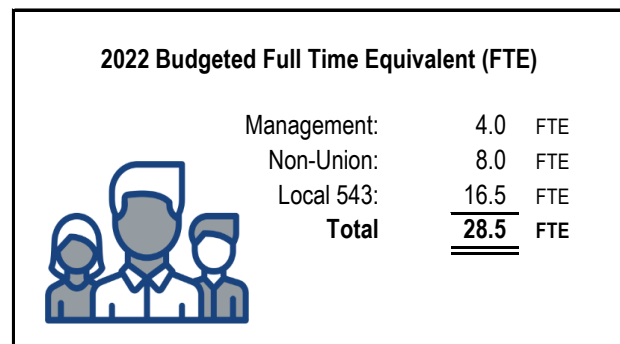
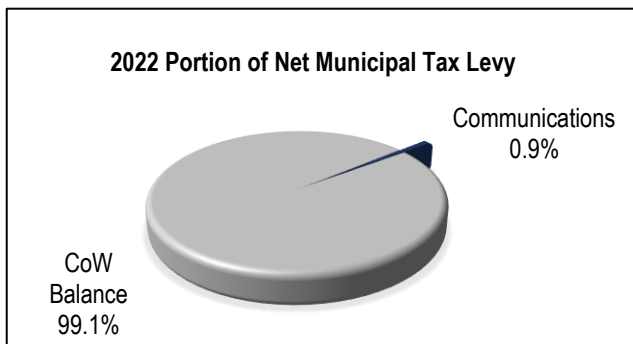
POA will continue to monitor variances going forward and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

COMMUNICATIONS

DEPARTMENTAL OVERVIEW

The Communications Department is the primary point of contact for communication and customer service, internally and externally including the 211/311 Contact Centre, for the City of Windsor.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$726,688)	(\$722,783)	(\$722,465)	(\$715,502)
Annual Expense Budget	\$3,673,781	\$3,826,234	\$3,914,452	\$4,058,175
Annual Net Budget	\$2,947,093	\$3,103,451	\$3,191,987	\$3,342,673
 Annual Net Variance			(\$68,774)	(\$84,000)
Variance as a % of Gross Budget			(1.8%)	(2.1%)



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
211 RSP Provincial Funding	\$0	\$51,000	\$51,000
Salary	(\$226,000)	\$60,000	(\$166,000)
Misc. Expenses	\$0	\$31,000	\$31,000
Net Total	(\$226,000)	\$142,000	(\$84,000)

COMMUNICATIONS

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$84,000)** **Deficit**

Salary: (\$166,000)

An overall salary deficit of (\$226,000) is from the Customer Contact Centre division and retro payments. The majority of this variance can be attributed to part time staff working full time hours due to increased demand and the hiring of extra temporary staff to support Call Centre services during the pandemic. Offsetting the salary deficit is a Customer Service division surplus in salaries of \$60,000 for the Corporate Marketing and Communications Officer capital project recoveries.

211 Regional Service Provider (RSP) Provincial Funding: \$51,000

A surplus of \$51,000 results from 211 RSP Funding, This surplus is due to a change in contracted funding to be received for the remainder of 2022 and an increase in quarterly variable funding.

Miscellaneous Expenses: \$31,000

The Communications Department had an overall savings of \$31,000. The expenditure surplus is related to mitigating measures in administrative accounts such as travel expenses, furniture & furnishings, machinery & equipment.

MITIGATING STEPS

The department will monitor variances throughout 2022 and take any reasonable steps assist in reducing or eliminating variances while mitigating any negative impact on service levels.

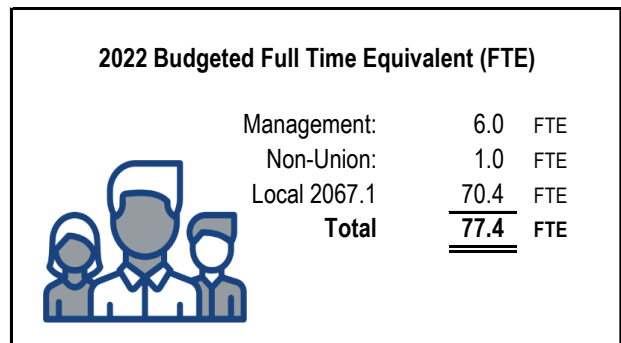
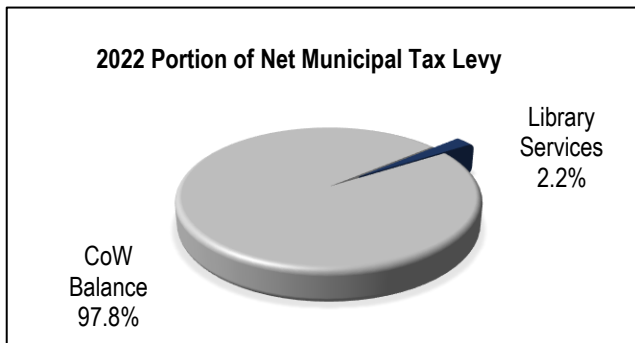
LIBRARY SERVICES

DEPARTMENTAL OVERVIEW

The Windsor Public Library consists of 10 library branches of varying sizes that provide a physical space where people can gather, attend programs, gain access to the internet and access the libraries' collections.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$1,251,871)	(\$1,071,621)	(\$1,032,621)	(\$964,895)
Annual Expense Budget	\$9,271,926	\$9,276,250	\$9,302,368	\$9,284,880
Annual Net Budget	\$8,020,055	\$8,204,629	\$8,269,747	\$8,319,985
* Annual Net Variance	\$278,838	\$658,270	\$799,040	\$0 *
Variance as a % of Gross Budget	3.0%	7.1%	8.6%	0.0%

* As per the Library Act, the Windsor Public Library's annual surplus is transferred to their reserve. However, the COVID related variance of \$106,000 will be transferred to the City.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary & Benefits	\$141,000	\$339,000	\$480,000
Miscellaneous Expenses	\$58,000	\$42,000	\$100,000
Revenue	(\$95,000)	\$0	(\$95,000)
Surplus Transfer to Reserve	\$0	(\$485,000)	(\$485,000)
Net Total	\$104,000	(\$104,000)	\$0

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$0 Surplus

LIBRARY SERVICES

Salary Gapping: \$480,000

Salary and Benefits have a total of a \$480,000 surplus due to the following: Early 2022, modified and limited in-person services were offered at all the branches (curbside service only for some branches). Therefore, not as many temporary staff were needed. The surpluses not related to COVID-19 pandemic is attributed to historical surpluses in the salary and benefits accounts.

Miscellaneous Expenses: \$100,000

The savings of approximately \$58,000 of miscellaneous expenses is due to the following: Branches were offering mostly curbside services or modified in-person services during operating hours for most of Q1 2022; therefore, this decreased printing and imaging expenses, supplies for programs, etc. as people were not allowed in the branches; Audit fees and membership fees have historically been in a surplus position (Pre & post COVID) and thus, not related to COVID.

Revenue: (\$95,000)

A projected loss of approximately (\$95,000) of late fees and rental revenues are directly attributed to COVID as WPL did not collect late fees because of COVID. For Q1, branches were offering modified in-person services and thus, there was no rental income from renting out rooms in the branches.

Surplus Transfer to Reserve: (\$485,000)

It should be noted that the WPL's financial position at the end of each fiscal year is not included with all other City departments to calculate the final City surplus/deficit. Although the WPL's financial statements are consolidated with the City's, the WPL, as per the Libraries Act, is a stand alone entity with its own audited financial statements, which include an accumulated surplus or deficit. Although the City provides the WPL with operational support consistent with other departments, the overall surplus or deficit is reported within the financial results of the WPL and is not reported in the overall position of the City at year end. However, it is being provided here for information purposes.

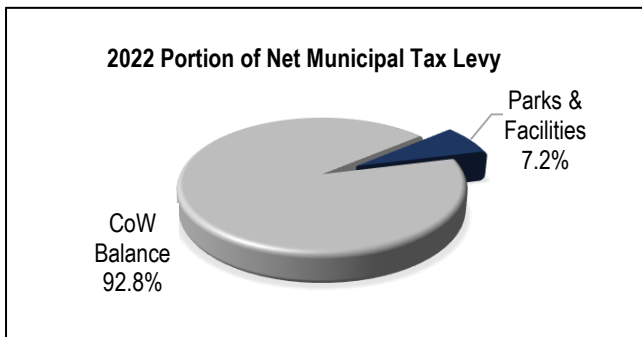
PARKS & FACILITIES

DEPARTMENTAL OVERVIEW


Parks is responsible for 204 parks, with over 2,500 acres of parkland, 143 km of hard surface trails, 300,000 sqft of horticultural beds, 2300 self watering planters, and 90,000 City owned trees within the urban forest, the Ojibway Nature Centre and the most species diverse parks in Canada. Also responsible for designing and creating unique park experiences and supporting numerous special events.

Facilities provides building maintenance and operations, caretaking, security, planning, building construction & renovations, project management, lease administration, and asset management. Committed to supporting the corporation and community by providing safe, clean, well-maintained facilities in a responsive and effective manner.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$13,313,211)	(\$13,513,046)	(\$11,523,724)	(\$9,267,862)
Annual Expense Budget	\$40,059,107	\$41,450,753	\$40,045,445	\$36,841,100
Annual Net Budget	\$26,745,896	\$27,937,707	\$28,521,721	\$27,573,238
Annual Net Variance	(\$419,133)	\$240,604	\$37,321	(\$300,000)
Variance as a % of Gross Budget	(1.0%)	0.6%	0.1%	(0.8%)



2022 Budgeted Full Time Equivalent (FTE)



Senior Management:	1.0	FTE
Management:	25.0	FTE
Non-Union:	8.0	FTE
Local 543:	55.1	FTE
Local 82:	100.4	FTE
Total	189.5	FTE

PARKS & FACILITIES

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
PARKS			
Revenue Reductions	(\$55,000)	\$0	(\$55,000)
Cost Recoveries		\$287,000	\$287,000
COVID-19 Incremental Costs	(\$40,000)	\$0	(\$40,000)
Salary Gapping	\$0	\$193,000	\$193,000
Inflationary Cost Pressures		(\$161,000)	(\$161,000)
Parks Vandalism	\$0	(\$100,000)	(\$100,000)
Temporary Staffing Costs	\$0	(\$480,000)	(\$480,000)
Total Parks	(\$95,000)	(\$261,000)	(\$356,000)
FACILITIES			
Maint. Material & Housekeeping Supplies	(\$19,000)	(\$101,000)	(\$120,000)
Administrative	\$0	\$9,000	\$9,000
Cost Recovery	\$58,000	\$110,000	\$168,000
Salary /Wages	\$0	\$416,000	\$416,000
Contracted Services	\$0	(\$417,000)	(\$417,000)
Total Facilities	\$39,000	\$17,000	\$56,000
Net Total	(\$56,000)	(\$244,000)	(\$300,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$300,000)** **Deficit**

PARKS

Revenue Reductions (\$55,000) Deficit

As a result of COVID-19 pandemic Parks is forecasting reduced revenues for services provided to the public for rental space and various user fees related to the Ojibway Nature Centre and natural areas programming. As required by provincial legislation, restrictions were mandated at the commencement of pandemic and Parks administration responded to adjust the provision of services which is estimated to result in reduced revenues of (\$55,000). The pandemic resulted in the closure of the Ojibway Nature Centre for the first quarter of the year. The Ojibway Nature Center reopened in April with programming at reduced levels. This has materially impacted the lease rentals for rooms, concessions and programming related to user fees. The revenues estimates are expected to be approximately half of the annualized budget for 2022.

PARKS & FACILITIES

Cost Recovery \$287,000 Surplus

Parks has received notification that approval has been received for the Canada Summer Jobs program to support expenditures related to student employment and offset temporary staffing expenditures. Due to the uncertainty of the grant approval, this funding is not included in the Operating Budget. The eligible funding is yet to be received and it expected to occur in early fall based upon the eligible costs and final student placements. The forecasted level of grant funding is expected to be \$287,000 based upon forecasts of student employment in Parks.

COVID-19 Incremental Costs (\$40,000) Deficit

As a result of the continued COVID-19 pandemic enhanced cleaning measures are required to ensure that park amenities are cleaned on a frequent basis for areas of high contact that are used by the public. Additional cleaning protocols were adopted in March 2020 at the commencement of pandemic by the Parks and Facilities department for all city building and park amenities where required that were still in use by the public or City employees. Additional temporary staffing is expected to yield a \$(50,000) deficit to ensure adequate coverage for all parkland throughout the City to ensure the enhancement of cleaning schedules are maintained for bathrooms located in various parks and amenities that experience higher volumes in the spring, summer and fall periods. As a result of the reduced volume of programming activity of Ojibway Nature Centre concession costs are expected to yield a \$10,000 savings to the offset the incremental costs for COVID for Parks.

Salary Gapping- \$193,000 Surplus

There are labour savings that are expected to yield a surplus of \$193,000 in the year from the staff attrition and the delay in the recruitment for vacant positions in the Parks Operations and Forestry divisions. As a result there have been savings from staff retirements, leave of absences, long term disabilities and employees transitioning to other departments that have not yet been replaced.

This year the Local 82 collective agreement was ratified and the wage rate increases are expected to have an impact on labour costs in 2022. However, for this year only, any variance that is a result of the Local 82 contract settlement will be offset corporately by a provision set up within the corporate accounts.

Inflationary Cost Pressure (\$161,000) Deficit

As a result of current inflationary trends and market fluctuations in the costs of infrastructure materials and fuel expenditures there is an estimated budget pressure that is forecasted to yield a budget variance of (\$161,000) deficit. Parks administration is continuing to monitor the continued escalation in prices of supplies and materials used in the parkland maintenance and attempting to mitigate costs in order to maintain current service levels and mitigate budget variances as required.

Parks Vandalism (\$100,000) Deficit

As a result of current levels of vandalism that is occurring in parkland there is a forecasted variance of (\$100,000) deficit. These costs are required to remove graffiti, address damages to washroom located in parks throughout the City, and make repairs to various park amenities such as playground, fencing, splash pads in addition to general restoration that have been damaged. The repairs are required immediately as they often have offensive materials and create unsafe conditions for public users that can't be delayed or deferred and are often in response to 311 calls received.

Temporary Staffing Costs (\$480,000) Deficit

The temporary salary costs have increased over budget as a result of staffing resources that were required for TFT workers. The deficit of (\$375,000) was a result of the requirement to maintain service levels and perform work and bridge the salary gapping from full time vacant positions as highlighted previously. The additional costs related to student employment is expected to be partially offset by the Canada Summer Job program grant funding detailed earlier in this report. Included in this deficit is the allocation of an employee in the Parks administration division working on the Work Force Management payroll system implementation which is expected to result in an annual deficit of (\$105,000).

MITIGATING STEPS

Parks will continue to monitor variances for the remainder of this fiscal year and take any reasonable steps to reduce or eliminate

PARKS & FACILITIES

FACILITIES

Maintenance Material & Housekeeping Supplies (\$120,000) Deficit

Facilities is projecting a deficit of (\$120,000) in Maintenance Materials and Housekeeping Supplies at the end of 2022.

This deficit projection includes (\$19,000) COVID related activities: Expenditure of (\$109,000) corporate COVID purchases through the online PPE purchase portal and upgraded air filters at various facilities were partially offset by the savings from decreased activities at Adventure Bay inside Windsor International Aquatic Training Centre. Adventure Bay was closed to the public for the first half of 2022, and opened at a reduced hours starting in mid-summer. The pandemic closure and re-opening at reduced hours at Adventure Bay have drastically reduced its chemical usage and housekeeping supplies stocked for the facility in the year resulting in projected savings of \$90,000 for the year. Note that the savings will subside once Adventure Bay returns to operating at full capacity.

The department is also projecting a deficit of (\$101,000) for non-COVID activities. In addition to the current inflationary pressure observed in the increasing costs for materials and services, there has also been reported higher repairs and maintenance costs due to acts of vandalism. Facilities will continue to monitor the variances due to vandalism and vendor price escalations, and take necessary actions to mitigate or reduce variances while maintaining current service levels.

Administrative \$9,000 Surplus

Facilities is estimating a surplus of \$9,000 in Administrative related activities at the end of 2022. This surplus mainly consists of one time vehicle budget for the temporary supervisor that the department did not require. This is offset by deficit in other administrative expenditures such as higher costs in computer software renewal due to high foreign exchange rate and work related injuries workers compensations.

Cost Recovery \$168,000 Surplus

Facilities Division is estimating a surplus of \$168,000 for cost recoveries at the end of the year. This is mainly the extra revenues from the on-going COVID Enhanced Cleaning service provided to the Provincial Courts at the Windsor Justice Facility and the \$60,000 payment from the insurance claim for the flood damages at WFCU in 2021. In addition, Facilities has been providing more recoverable work for other departments that allow the department to recoup for the costs incurred.

Salary/ Wages Related Expenses \$416,000 Surplus

A number of budgeted positions were vacant during the year including caretakers, operating engineers, facility person and skill trade electrician due to retirement, reassignment, or departing from the corporation. Most of these positions were actively being recruited and most have been filled in the year. The surplus from position gapping of \$454,000 is partially offset by the corporate permanent salary gapping allocation of \$38,000. Note that the Local 82 collective agreement was ratified during the year and the wage rate increases will have an impact on labour costs. However, in 2022 any variance that is a result of the Local 82 contract settlement will be offset corporately by a provision within the corporate accounts.

PARKS & FACILITIES

Contracted Services (\$417,000) Deficit

Facilities is projecting a deficit of (\$417,000) in Contracted Services at the end of 2022. During the year, Facilities incurred contracted services expenses at various parks facilities and city buildings that were not included in the regular preventative maintenance Operating Budget. These include HVAC repair at Willistead Manor, roof maintenance at Windsor Water World, and TSSA testing at Adventure Bay. In addition, current inflationary pressure is impacting the costs of contracted services this year. Various vendors have increased their pricing for services and materials due to the overall labour and material cost inflation.

Vandalism related costs are another factor in the deficit variance forecasted. Numerous acts of vandalism against city facilities and properties have required repair work by Facilities skilled trades this year. One recent vandalizing incident on a City property resulted in \$20,000 of estimated costs for this instance alone.

The costs of equipment rentals that Facilities staff use to perform maintenance work also increased this year. Facilities does not own any lift equipment that is required when changing light bulbs or performing maintenance on lighting in parks or structures near City facilities. As the City expands its parks and facilities portfolio, rental costs will continue to increase and put additional pressures on Facilities Operating Budget.

MITIGATING STEPS

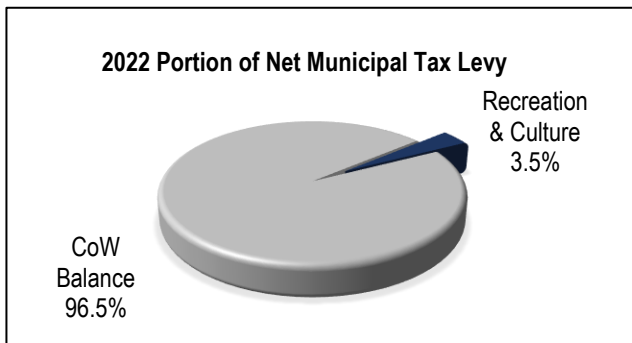
Facilities Operations Department will continue to monitor variances going forward and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

RECREATION & CULTURE


DEPARTMENTAL OVERVIEW

Recreation services builds vibrant, healthy, active and connected communities by providing facilities (arenas, pools, community centres) and programs that allow residents to participate in recreational activities. The Culture division provides programs, events and services that express the City's cultural identity, celebrates traditions and improves the quality of life for Windsor residents.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$11,704,711)	(\$12,014,378)	(\$11,949,514)	(\$12,161,940)
Annual Expense Budget	\$24,647,287	\$25,364,844	\$24,992,464	\$25,738,985
Annual Net Budget	\$12,942,576	\$13,350,466	\$13,042,950	\$13,577,045
Annual Net Variance	(\$81,695)	(\$1,362,395)	(\$157,936)	(\$735,000)
Variance as a % of Gross Budget	(0.3%)	(5.4%)	(0.6%)	(2.9%)



2022 Budgeted Full Time Equivalent (FTE)



Management:	21.0	FTE
Non-Union:	10.0	FTE
Local 543:	35.7	FTE
Local 82:	20.5	FTE
Total	87.2	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary and Wages	\$1,311,000	\$284,000	\$1,595,000
Programming and User Fee Revenue	(\$3,105,000)	\$0	(\$3,105,000)
Avoided Costs	\$775,000	\$0	\$775,000
Net Total	(\$1,019,000)	\$284,000	(\$735,000)

RECREATION & CULTURE

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$735,000)** **Deficit**

The Recreation & Culture Department is projecting a year-end deficit variance totalling approximately (\$735,000). The projected deficit is a result of Recreation and Culture experiencing revenue losses due to COVID-19 of \$3.1M in concession sales, commissions, sales of goods & services, advertising, membership, rental and programming revenue. Recreation and Culture was able to mitigate expenditures in the amount \$2.3M. The department reduced salary and wages costs by \$1.595M, including \$284k in non-COVID savings. It also reduced operational costs such as supplies, advertising and contracted services, by \$775k. These mitigated expenditures assisted in offsetting the loss of revenues resulting a total projected deficit of (\$735,000) for the department.

Recreation and Culture continues to face challenges from the impacts COVID-19, experiencing significant staff shortages which are a contributing factor in the delay of implementing full programming at all Recreation and Culture facilities along with reduced operating hours.

Please note that the Recreation and Culture Department shares full-time Local 82 staffing with the Parks Department however, these budgets are fixed. Where one Department has a surplus in this account, the other Department will have a deficit to offset.

MITIGATING STEPS

The department will continue to monitor variances throughout 2022 and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

SECURITY & SPECIAL ACTIVITIES

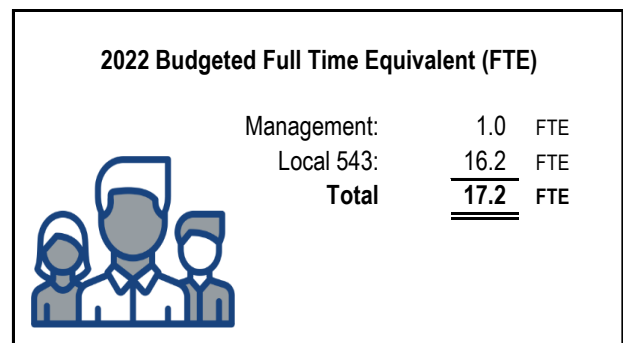
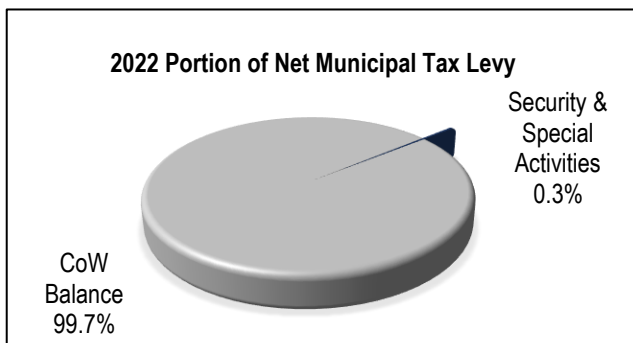
DEPARTMENTAL OVERVIEW

The Security Unit exists to provide proactive and reactive security measures to the Corporation at large working synergistically with existing agencies, departments and tenants.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$2,515,286)
Annual Expense Budget	n/a	n/a	n/a	\$3,701,829
Annual Net Budget	n/a	n/a	n/a	\$1,186,543
Annual Net Variance	n/a	n/a	n/a	\$0
Variance as a % of Gross Budget	n/a	n/a	n/a	0.0%

* Projected

Historical amounts are not available due to creation of department in 2022.



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Maint. Mtl & Housekeeping Supplies	\$0	\$19,000	\$19,000
Contracted Services	(\$53,000)	(\$247,000)	(\$300,000)
Salary Gapping	\$0	\$85,000	\$85,000
Cost Recoveries	\$21,000	\$175,000	\$196,000
Net Total	(\$32,000)	\$32,000	\$0

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: \$0

SECURITY & SPECIAL ACTIVITIES

The Security, Special Activities, City Hall Campus (SAC) Department

The SAC Department is not projecting a variance as at December 31, 2022.

Main. Mtl & Housekeeping Supplies \$19,000

Due to the more restricted measures during the pandemic, traffic at City facilities has decreased in the first quarter of the year. This led to less maintenance needs and housekeeping supplies consumptions. SAC Department is projecting a surplus of \$19,000 in Maintenance Materials and Housekeeping Supplies at the end of 2022.

Contracted Services (\$300,000)

SAC Department is projecting a deficit of approximately (\$300,000) in Contracted Services at the end of 2022. As a new department that has expanded its scope of services to include Security and Special Activities throughout the City, the department is expecting to incur higher Contracted Services costs than the prior year to accommodate the higher number of service requests. In the first quarter of 2022, extra COVID security screening services were provided as part of safety measures during the pandemic. In September, the City Hall Campus hosted a number of memorial events for QE II. In addition, an audit has been conducted for 400 CHS Operating expenditure from 2015-2020, which was not budgeted for 2022. Lastly the department is expecting additional seasonal start up maintenance expenditures in the last quarter of the year.

Salary Gapping \$85,000

SAC Department has a number of vacant regular part time positions that the department is actively trying to fill. The two RPT Operating Engineers 4th Class positions have been vacant for the majority of the year. Two regular part-time Facility Persons positions were filled in the summer of 2022, and a number of part time caretakers were vacant partially during the year due to retirement, reassignment, or open positions that are yet to be filled. This results a salary gapping savings of \$85,000. The savings are partially offset by the corporate permanent gapping allocation of \$8k, the SAC Coordinator position not budgeted, heavy workload caretaker and the overtime expenses from added coverage due to the vacant positions. At the end of 2022, the SAC Department is projecting savings in salary gapping to result in a \$85,000 surplus.

Cost Recovery \$196,000

SAC Department is projecting a surplus of \$196,000 recovery from Services Canada for the true up payment relating to operating costs for prior years and the Enhanced Cleaning services it continues to provide.

MITIGATING STEPS

SAC Department will continue to monitor variances going forward and take any reasonable steps to reduce or eliminate variances while mitigating any negative impact on service levels.

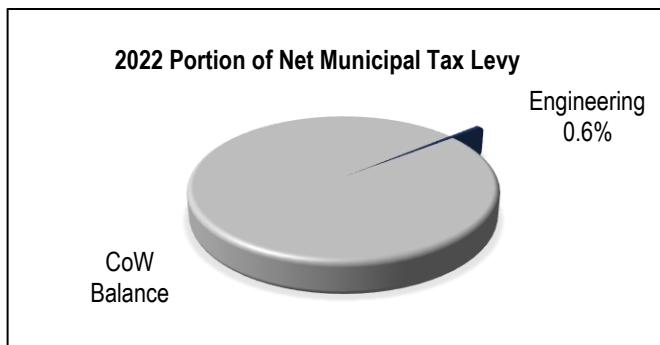
ENGINEERING

DEPARTMENTAL OVERVIEW


Engineering is responsible for; project management of municipal infrastructure projects, new buildings and non-building projects; development services; right-of-way permits; GIS system, and CAD services.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$5,338,928)
Annual Expense Budget	n/a	n/a	n/a	\$7,913,993
Annual Net Budget	n/a	n/a	n/a	\$2,575,065
Annual Net Variance	n/a	n/a	n/a	\$39,000
Variance as a % of Gross Budget	n/a	n/a	n/a	0.5%

Historical amounts are not available due to realignment of departments.



2022 Budgeted Full Time Equivalent (FTE)



Senior Management:	1.0	FTE
Management:	10.0	FTE
Non-Union:	27.0	FTE
Local 543:	24.0	FTE
Total	62.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salaries & WA Recoveries	\$0	(\$84,000)	(\$84,000)
Minor Capital	\$0	\$31,000	\$31,000
Miscellaneous Line Items	\$0	\$2,000	\$2,000
Bank Charges	\$0	(\$34,000)	(\$34,000)
Licenses & Permits	(\$60,000)	\$125,000	\$65,000
Other Gen. Rev./User Fees/GIS User Fees	\$0	\$59,000	\$59,000
Net Total	(\$60,000)	\$99,000	\$39,000

ENGINEERING**VARIANCE DESCRIPTION**

The total departmental projected year-end variance is: **\$39,000** **Surplus**

The Engineering department is projecting a year-end surplus of \$39,000. The Office of the City Engineer is projected to be on budget.

Salaries/ Work Auth Recoveries: (\$84,000)

The department is reporting an anticipated net deficit of (\$84,000) in Salaries and Work Auth Recoveries, due to new employees at lower levels of pay grid as well as gapping that has occurred throughout the year, specifically in areas that do not have Work Auth Recoveries.

Minor Capital: \$31,000

During the 2021 Operating Budget a budget increase \$30,300 was approved for the Cloud Permit Digital Platform. There have been some delays and the system has yet to be implemented. Therefore, the majority of the anticipated surplus in minor capital is due to this increase expense in budget, with no expense expected to occur in 2022.

Miscellaneous Line Items: \$2,000

Miscellaneous line item variances are contributing to a \$2,000 anticipated surplus.

Bank Charges: (\$34,000)

Further offsetting the surpluses for the Division is an anticipated deficit of (\$34,000) in bank charges. This item has traditionally been in a deficit as credit card payments are on the rise and these payment methods incur additional banking fees for the department.

Licenses & Permits: \$65,000

Based on the current levels, Licenses & Permits are expected to be in a surplus of \$65,000. Due to the increase in development, both residential and commercial over the past year, there has been an increase in issuance of work permits, thereby increasing projected revenue. Further, there has been an increase in new subdivisions resulting in the increase in the number of permits issued. However, there is a Covid Variance due to Sidewalk Cafe permits being waived for 2022. As previously reported to Council through the 2021 & 2022 budget reports, it is anticipated that this will result in a COVID-related deficit of approximately (\$60,000) based on the level of interest that occurred in 2020 and 2021.

Other General Revenue / User Fees / GIS User Fees: \$59,000

Other General Revenue and User Fees are anticipated to be a surplus of \$59,000, This is based on current fees issued as a result of increase in construction activities.

POLLUTION CONTROL

DEPARTMENTAL OVERVIEW

Pollution Control manages and oversees 49 pumping stations, 2 wastewater treatment plants (treatment of wastewater from Windsor and surrounding municipalities) & the biosolid processing facility.


Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	n/a	n/a	n/a	(\$21,337,790)
Annual Expense Budget	n/a	n/a	n/a	\$21,337,790
Annual Net Budget	n/a	n/a	n/a	\$0
 Annual Net Variance	 n/a	 n/a	 n/a	 n/a
Variance as a % of Gross Budget	n/a	n/a	n/a	n/a

Historical amounts are not available due to realignment of departments.

2022 Portion of Net Municipal Levy

n/a

2022 Budgeted Full Time Equivalent (FTE)



Management:	9.0	FTE
Non-Union:	3.0	FTE
Local 543:	8.7	FTE
Local 82:	44.0	FTE
Total	64.7	FTE

VARIANCE DESCRIPTION

The Pollution Control Department does not have a municipal levy component within their budget and therefore, no variance is projected for municipal levy purposes.

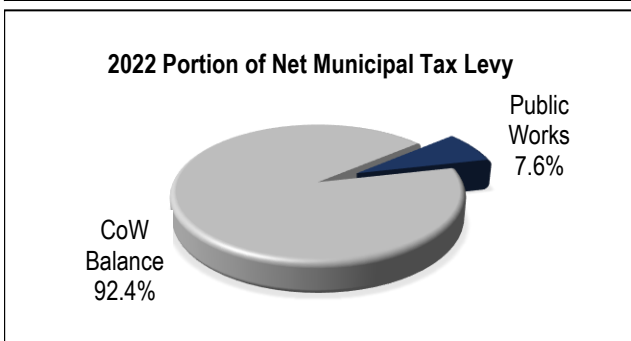
Please see the Sewer Surcharge submission for details related to the Pollution Control variance.

PUBLIC WORKS


DEPARTMENTAL OVERVIEW

The Roads and Infrastructure Services area provides a variety of services related to the planning, design, construction, operation and maintenance of roadways, sanitary and storm sewers, traffic control (signals & signs) and the City's fleet of vehicles. Services also include the City's street lighting, municipal parking and seasonal maintenance including snow clearing. Environmental Services ensures that all residential and municipal waste, recyclables and yard waste are collected in a manner consistent with current standards, Council approved service levels, and environmental requirements.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$28,785,172)	(\$30,629,406)	(\$27,330,228)	(\$29,641,435)
Annual Expense Budget	\$55,964,369	\$59,855,262	\$56,609,038	\$58,680,331
Annual Net Budget	\$27,179,197	\$29,225,856	\$29,278,810	\$29,038,896
Annual Net Variance	\$46,727	(\$1,407,608)	(\$2,606,219)	(\$2,584,000)
Variance as a % of Gross Budget	0.1%	(2.4%)	(4.6%)	(4.4%)



2022 Budgeted Full Time Equivalent (FTE)



Management:	32.0	FTE
Non-Union:	19.0	FTE
Local 543:	83.0	FTE
Local 82:	83.2	FTE
Total	217.2	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary and Wage – All Staff and Students	\$0	\$755,000	\$755,000
Contracted Services	\$0	\$50,000	\$50,000
Miscellaneous Operating and Safety Supplies	(\$11,000)	\$0	(\$11,000)
Convoy Costs	(\$125,000)	\$0	(\$125,000)
Winter Control	\$0	(\$130,000)	(\$130,000)
Accident Repairs	\$0	(\$240,000)	(\$240,000)
Maintenance Materials and Parts	\$0	(\$260,000)	(\$260,000)
Fuel	\$0	(\$415,000)	(\$415,000)
Waste Collection and Disposal	\$0	(\$635,000)	(\$635,000)
Revenue - All Divisions	(\$650,000)	(\$73,000)	(\$723,000)
Streetlight Maintenance	\$0	(\$850,000)	(\$850,000)
Net Total	(\$786,000)	(\$1,798,000)	(\$2,584,000)

PUBLIC WORKS

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$2,584,000)** **Deficit**

Salary and Wage: \$755,000

A projected overall surplus of approximately \$755,000 is estimated for 2022 related to salary and wage for all staff. The projected surplus is the net total of the surpluses and deficits expected related to salary and wage gapping due to a number of vacancies across the department resulting from retirements and staff appointments into new positions offset with the hiring of extra staff to accommodate heavy work load situations where required. Offsetting the overall salary and wage surplus is an expected deficit related to permanent gapping charges for the year, Local 82 contract settlement wage increase payments, and retro payments. Variances resulting from the L82 settlement will be offset corporately by a provision within the corporate accounts.

Contracted Services: \$50,000

A surplus of approximately \$50,000 is estimated for 2022 related to contracted services for Parking Enforcement due to ongoing staff shortages.

Miscellaneous Operating and Safety Supplies: (\$11,000)

A deficit of approximately (\$11,000) is estimated for 2022 related to miscellaneous operating supplies required due to the pandemic including additional PPE and supplies, and enhanced security services.

2022 Convoy Costs: (\$125,000)

A deficit of (\$125,000) was incurred in 2022 related to the convoy / protest in early 2022 on Huron Church Road. The deficit includes costs for contracted services, staff overtime, and other associated operating costs.

Winter Control: (\$130,000)

A deficit of approximately (\$130,000) is possible for 2022 related to the winter control service should Windsor experience average winter conditions in the latter part of the year. The final variance is dependent upon actual winter conditions and resulting service in the final quarter of 2022.

Accident Repair Costs: (\$240,000)

A deficit of approximately (\$240,000) is estimated for the 2022 net costs related to accident repairs including the cost of materials, contracted services, and staff costs in the ROW Maintenance, Traffic Operations, and Streetlighting Divisions. A 2023 budget issue will be prepared for submission to Council as the variances related to accident repairs have been realized for several years and are expected to continue ongoing.

Maintenance Materials and Parts: (\$260,000)

A deficit of approximately (\$260,000) is estimated for 2022 related to vehicle parts and Traffic paint due to increasing prices expected for 2022. A 2023 budget issue has been prepared for submission to Council as the price increases being experienced to date are expected to continue and increase more in 2023.

Fuel: (\$415,000)

A deficit of approximately (\$415,000) is anticipated for 2022 related to the net variances for fuel pricing and consumption. The blended actual average fuel pricing for January through September 2022 was 41% higher for all fuel types than the set budget. The actual average fuel pricing for the month of September 2022 was 35% higher. Prices have decreased over the past 2-months. Offsetting the expecting deficit related to pricing, Administration is expecting a surplus related to decreased fuel consumption for all fuel types of approximately 158,000 litres. The consumption surplus expected is largely a result of a change in use at City fuel sites for the Police Department and the increase in hybrid / electric vehicle replacements across the city resulting in a reduction in fuel use. A 2023 budget issue has been prepared for submission to Council for consideration to make the necessary net adjust to the fuel budgets to mitigate the anticipated higher pricing.

PUBLIC WORKS

Garbage Collection and Disposal: (\$635,000)

A deficit of approximately (\$575,000) is anticipated for 2022 related to garbage collection services due to an increase in residential garbage tonnage expected to be collected. The anticipated deficit represents an increase in tonnage of approximately 11.25% with expectation that this increase will continue for the remainder of 2022 and indefinitely. A 2023 budget request has been prepared for submission to Council for consideration to increase the base budget to mitigate the cost of collecting approximately 5,000 additional tonnes of garbage each year.

Revenue: (\$723,000)

A deficit of (\$723,000) is estimated for 2022 related to parking ticket revenue and unrecoverable work performed by the Field Services and Traffic Operations Divisions for the year. An expected decrease in parking ticket revenue of approximately (\$650,000) can be directly attributable to the post pandemic impact. During the development of the 2022 Operating Budget, it was estimated that one-time funding of \$650,000 could be required related to COVID-19 one-time funding requirements for reduced 2022 parking ticket revenue. The level of revenue loss is expected to improve in 2023. Unrecoverable work performed will result in a revenue deficit of approximately (\$73,000) related to community events and 311 calls.

Streetlight Maintenance: (\$850,000)

A deficit of (\$850,000) is estimated for 2022 related to the contracted services for streetlight maintenance due to the higher cost of maintaining aging infrastructure based on actual billing levels for 1st, 2nd, and 3rd quarter 2022 and anticipated billings for the remainder of the year. The higher cost to maintain the streetlights for the City is expected to continue annually, and as such, a 2023 budget has been prepared for submission to Council for consideration to mitigate this ongoing annual variance.

MITIGATING STEPS

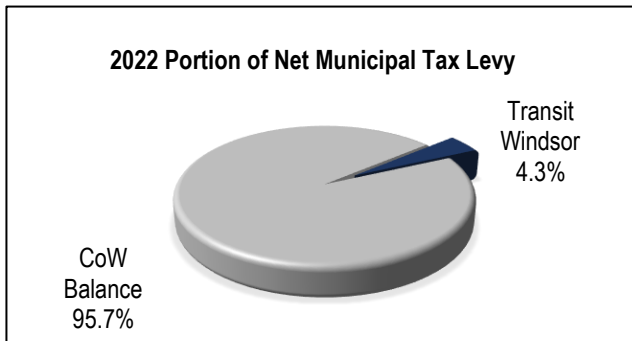
Public Works Administration monitors budgets closely and mitigates variances within the Department if feasible. Budget issue submissions have been prepared for the 2023 budget deliberations for variance items that are expected to continue beyond one-year/one-time and where there is no available budget reduction to facilitate a reallocation of currently budgeted funds.

TRANSIT WINDSOR


DEPARTMENTAL OVERVIEW

Transit Services provides residents of and visitors to the City with a variety of transit options that allow for mobility throughout the City for various purposes (employment, school, health care, shopping, etc.).

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$21,635,263)	(\$21,175,090)	(\$21,264,650)	(\$22,896,391)
Annual Expense Budget	\$36,061,034	\$36,294,433	\$36,851,094	\$39,317,934
Annual Net Budget	\$14,425,771	\$15,119,343	\$15,586,444	\$16,421,543
Annual Net Variance	\$123,288	\$658,202	\$792,839	(\$3,425,000)
Variance as a % of Gross Budget	0.3%	1.8%	2.2%	(8.7%)



2022 Budgeted Full Time Equivalent (FTE)



Management:	23.0	FTE
Non-Union:	7.0	FTE
Hourly	251.0	FTE
Total	281.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Transit Windsor Revenue	(\$4,586,000)	(\$1,160,000)	(\$5,746,000)
Commissions Revenue	(\$100,000)	\$100,000	\$0
Advertising Revenue	\$33,000	(\$30,000)	\$3,000
Other Professional Service External	(\$1,000)	(\$2,000)	(\$3,000)
Other Operating, Minor Apparatus, Vehicle Rental	(\$9,000)	\$5,000	(\$4,000)
Travel, Training, Conference	\$6,000	\$3,000	\$9,000
Facility Operations- Labour Internal	\$24,000	\$0	\$24,000
Advertising Expenses	\$34,000	\$0	\$34,000
Vehicle Maintenance and Parts	(\$748,000)	\$11,000	(\$737,000)
Program Supplies and Computer Software	\$91,000	\$0	\$91,000
Commission Expenses	\$65,000	\$0	\$65,000
Fees and Service Charges Expense	\$243,000	\$30,000	\$273,000
Motor Fuel and Oil and Lubricants	\$1,119,000	(\$2,063,000)	(\$944,000)
Salary and Wages and Overtime	\$756,000	\$1,964,000	\$2,720,000
Convoy Costs	(\$42,000)	\$0	(\$42,000)
Government Funding Safe Restart	\$832,000	\$0	\$832,000
Net Total	(\$2,283,000)	(\$1,142,000)	(\$3,425,000)

TRANSIT WINDSOR

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$3,425,000)** **Deficit**

Transit Windsor is projecting ending 2022 with an overall deficit of (\$3,425,000) after allocating the balance of \$832,000 of the Safe Restart Grant Funding (Phase 3), to the Transit Windsor operating budget. Safe Restart funding was provided by the Government of Ontario to mitigate the impacts of the COVID-19 Pandemic. Of the total deficit, (\$2,283,000) is related to COVID impacts, while (\$1,142,000) is related to Non-COVID Impacts.

It should be noted that, as per the Safe Restart Funding guidelines, actual revenues and expenses are being compared to the 2020 (Pre-COVID) Operating Budget.

Transit Revenue: (\$5,746,000)

Full Transit Service resumed on September 1, 2022. The Tunnel Bus has not yet operated in 2022, but is scheduled to resume on November 20, 2022. During the first three quarters of 2022, Transit continued to experience lower ridership rates, hence the fares collected were substantially reduced from budget levels. This has resulted in a significant loss of revenue for Transit, however, September numbers have rebounded significantly, improving previous projections.

In the second quarter variance report, we were projecting ridership at 75% of pre-pandemic levels. With the improved levels of ridership in September, we have increased the projection to 90%.

We are now projecting a year-end deficit of (\$5,746,000) in the Transit Revenue account. The projected year end Non-COVID variance is (\$1,160,000) and the projected year end COVID variance is (\$4,586,000) The reason for the Non-COVID variance deficit is due to Safe Restart guidelines as stated above.

Commissions Revenue: \$0

Commission Revenue was reduced to \$0.00 for the 2022 budget, due to the permanent closure of Greyhound Canada. The requirement of the Safe Restart program to compare the current actuals to the 2020 budget, which showed a projection of \$100,000, has resulted in a Non-COVID surplus variance of \$100,000 and a COVID deficit variance of (\$100,000), with an overall projected variance of \$0 for 2022.

Advertising Revenue: \$3,000

The projected year end variance for Advertising is a surplus of \$3,000. Due to the requirement of the Safe Restart program to compare the current actuals to the 2020 budget, there is a projected Non-COVID deficit variance of (\$30,000) and a surplus COVID variance of \$33,000.

Other Professional Services External: (\$3,000)

This account has a projected year end deficit of (\$3,000). The COVID deficit variance of (\$1,000) can be attributed mainly to additional security which was required at the Windsor International Transit Terminal (WITT) in early 2022, while the Non-COVID deficit variance of (\$2,000) is due to the difference between the 2022 and 2020 budgets (Safe Restart guidelines).

Other Operating Supplies and Vehicle Rental: (\$4,000)

Due to COVID, increased cleaning has resulted in an overall increase to the Operating Supplies and Minor Apparatus expense accounts. Offsetting this increase was a savings in vehicle rental costs, also COVID related, resulting in a projected COVID related deficit of (\$9,000). There is also projected Non-COVID surplus variance of \$5,000 in the Operating and Other Supplies account. The overall result is a projected deficit of (\$4,000) in this category.

Travel, Training, Conference: \$9,000

There has been a reduction to travel, training, and conference spending due to COVID. This has resulted in a projected year end surplus of \$6,000 related to COVID-19 and \$3,000 Non-COVID related. Overall, the projected surplus for this category is \$9,000.

TRANSIT WINDSOR

Facility Operations-Labour INTERNAL: \$24,000

Due to reduced use of facilities in early 2022, caretaking and general facility maintenance expenses were reduced. This has resulted in a projected year end surplus of \$24,000, wholly attributable to COVID-19.

Advertising Expenses: \$34,000

Due to COVID-19, Transit Windsor continued reduced advertising through the first part of 2022. As we return to full service, regular advertising will resume for the remainder of the year to encourage increased ridership. The projected year end surplus of \$34,000 is entirely COVID related.

Vehicle Maintenance and Parts: (\$737,000)

The vehicle maintenance and parts accounts are projected to have a year end COVID deficit of (\$737,000). The COVID deficit of (\$748,000) is largely due to the cost of driver barriers which are to be installed in the buses. The Non COVID surplus of \$11,000 can be attributed to the difference between the 2022 and 2020 budgets for this category, as per Safe Restart guidelines as previously discussed.

Program Supplies expenses: \$91,000

Due to COVID-19, the required inventory of Smart Cards and special event tickets has been significantly less, resulting in a projected year end COVID related surplus of \$91,000.

Commissions Expense: \$65,000

Transit Windsor pays commissions to third party vendors for the sale of passes and tickets. Reduced levels of ridership for the first three quarters of 2022 have contributed to the projected surplus of \$65,000, attributable to COVID-19. It is expected that Commissions Expense will return to near pre-pandemic levels for the balance of the year.

Fees and Service Charge Expenses: \$273,000

Due to COVID-19 and the resulting border restrictions, there has been no Tunnel Bus service in 2022, but it is now scheduled to resume on November 20, 2022. The savings in tunnel toll charges will result in a projected COVID surplus variance of \$243,000. The balance of the projected surplus is a Non-COVID variance of \$30,000, caused by the Safe Restart Funding requirement to compare 2022 actuals to 2020 budget amounts, as stated above..

Motor Fuels and Oil and Lubricants: (\$944,000)

Due to reduced services for the first part of 2022, there is a projected \$1,119,000 surplus in the fuel and oil and lubricant accounts, related to COVID-19. The projected Non-COVID impact due to increased prices for fuel, oil, and lubricants in 2022 is a deficit of (\$2,063,000). Overall, there is a projected deficit of (\$944,000) for these expenses.

Salary, Wages and Overtime: \$2,720,000

Reduced services for the first three quarters of 2022 required fewer buses on the road. This has resulted in a projected surplus in the salary, wages and overtime accounts. The projected COVID related surplus is \$756,000, while the balance of \$1,964,000, is the projected Non-COVID surplus. The overall projected surplus for Salary, Wages and Overtime is \$2,720,000.

Convoy Costs: (\$42,000)

A deficit of (\$42,000) is the result of the convoy / protest in early 2022 at the Windsor-Detroit Bridge, on Huron Church Road. The deficit includes costs for wages, fuel, and lost revenue.

Government Funding (COVID): \$832,000

Transit Windsor will allocate the balance of \$832,000 from the Safe Restart Phase 3 funding to the operating budget. Safe Restart Funding was provided through the Federal and Provincial governments to mitigate pandemic-related deficits. This funding allowed us to show positive variances in 2020 and 2021, but with only a small balance left, we are projecting a deficit variance for 2022. No further Safe Restart funding announcements have yet been made for 2022.

TRANSIT WINDSOR

MITIGATING STEPS

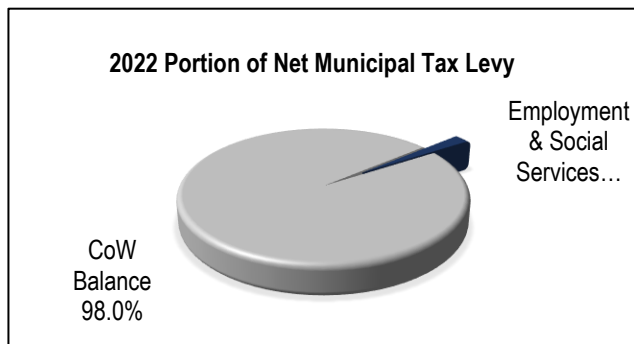
Transit Windsor has worked hard in 2022 to continue to provide transit service amidst numerous challenges. Lower ridership in the first three quarters has led to both reduced revenues and expenses in 2022. However, since resuming full service on September 1, 2022, ridership has rebounded to near normal levels (90%+). Therefore, Transit Windsor is expecting a strong finish for the 4th quarter of 2022, and should see revenues near the averages for 2017-2019.

EMPLOYMENT & SOCIAL SERVICES


DEPARTMENTAL OVERVIEW

Employment & Social Services provides basic financial, social and employment assistance for individuals who are in temporary financial need in Windsor, Essex County and Pelee Island.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$109,838,509)	(\$108,882,445)	(\$108,913,554)	(\$93,448,255)
Annual Expense Budget	\$117,503,235	\$116,969,007	\$116,559,418	\$101,037,567
Annual Net Budget	\$7,664,726	\$8,086,562	\$7,645,864	\$7,589,312
 Annual Net Variance	 \$346,682	 \$1,673,697	 \$1,568,805	 \$1,049,000
Variance as a % of Gross Budget	0.3%	1.4%	1.3%	1.0%



2022 Budgeted Full Time Equivalent (FTE)



Senior Management:	1.0	FTE
Management:	18.0	FTE
Non-Union	5.0	FTE
Local 543	190.0	FTE
Total	214.0	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
CDHO & Social Policy & Planning	\$0	\$0	\$0
Ontario Works (OW) Program Delivery:	\$67,000	\$982,000	\$1,049,000
<i>Salary and Benefit (OW)</i>	\$67,000	\$628,000	\$695,000
<i>Employment Related Costs (OW)</i>	\$0	\$372,000	\$372,000
<i>Other Miscellaneous Expenses (OW)</i>	\$0	(\$18,000)	(\$18,000)
Other Employment Services	\$0	\$0	\$0
100% Municipal Assistance	\$0	\$0	\$0
Net Total	\$67,000	\$982,000	\$1,049,000

EMPLOYMENT & SOCIAL SERVICES

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$1,049,000** *Surplus*

Human & Health Services Office - \$0

Human & Health Services Office is projected to end the year on budget.

Ontario Works (OW) Program Delivery - \$1,049,000

Ontario Works Program Delivery is projected to end the year with a net City surplus of \$1,049,000 comprised of the following: Staffing costs are projected to be lower than budget by \$695,000 net City mainly as a result of gapping. COVID-19 related salary surplus accounts for \$67,000. Lower Employment Related Expenses (ERE) are projected to add \$372,000 to the surplus. OW caseload sizes are currently below pre-pandemic levels and as a result the number of bus passes and employment supports are lower than budgeted. The projected surplus for Salary and ERE expenses was offset by higher costs (\$18,000) in other miscellaneous accounts such as Consulting Services and Internal Program Support.

Other Employment Services - \$0

Other Employment Services, which include Employment Ontario Programs funded by Ministry of Labour, Training and Skills Development, are projected to be on budget.

100% Municipal Assistance and OW Financial Assistance - 0

100% Municipal Assistance and OW Financial Assistance programs are projected to be on budget.

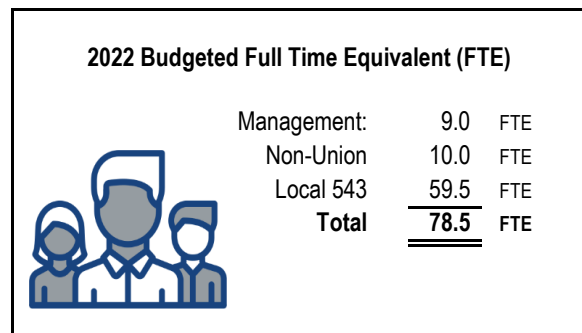
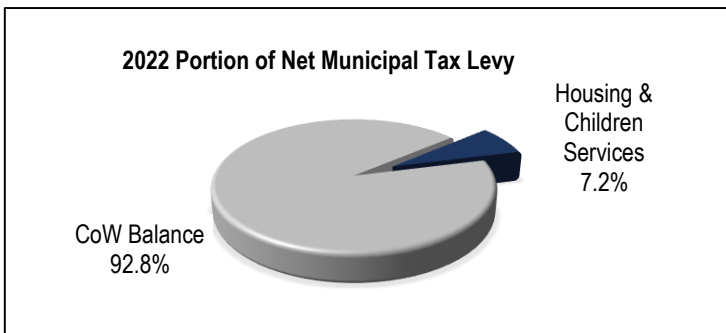
HOUSING & CHILDREN SERVICES

DEPARTMENTAL OVERVIEW

Social Housing administers program requirements and funding for 7,800 units including over 34 social housing providers in Windsor and Essex County. The division administers various programs related to homelessness and works with residents in Emergency Shelters and Housing with Supports Homes to ensure basic needs are met and provides assistance with transition back into the community.

The City of Windsor is the Consolidated Municipal Service Manager (CMSM) for Children's Services in Windsor and Essex County. CMSMs 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.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$97,771,797)	(\$97,404,344)	(\$91,607,808)	(\$101,618,222)
Annual Expense Budget	\$121,414,027	\$121,172,301	\$116,465,816	\$129,200,728
Annual Net Budget	\$23,642,230	\$23,767,957	\$24,858,008	\$27,582,506
Annual Net Variance	\$50,377	\$1,664,625	\$43,423	(\$1,403,000)
Variance as a % of Gross Budget	0.0%	1.4%	0.0%	(1.1%)



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
WECHC Additional Expenditures and Revenue Loss	\$0	(\$1,843,000)	(\$1,843,000)
Non-Profit Lower Subsidy Payments	\$0	\$477,000	\$477,000
Federal Block Funding Loss	\$0	(\$568,000)	(\$568,000)
Housing Serv. / WECHC County Rev. Increase	\$0	\$112,000	\$112,000
Housing Services Administration	\$0	\$169,000	\$169,000
Homelessness Prevention Plan (HPP)	\$0	\$0	\$0
Covid-19 Expenditures (Homelessness & Childcare)	\$16,928,000	\$0	\$16,928,000
Covid-19 Revenue (Homelessness & Childcare)	(\$16,928,000)	\$0	(\$16,928,000)
Emergency Preparedness	\$0	\$0	\$0
Children's Services	\$0	\$0	\$0
Pathway to Potential Surplus	\$185,000	\$65,000	\$250,000
Net Total	\$185,000	(\$1,588,000)	(\$1,403,000)

HOUSING & CHILDREN SERVICES

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$1,403,000) Deficit**

As detailed below, a combined year-end City deficit of **(\$1,403,000)** is currently being projected for Housing and Children's Services and Windsor Essex Community Housing Corporation (WECHC).

Housing Services and WECHC combined is projecting a net city deficit of **(\$1,653,000)**. WECHC is projecting a net city subsidy deficit of **(\$1,843,000)** as a result of increased maintenance and unit restoration costs in the portfolio. General Revenue (rent and other income) has increased (vs budget) but this is outweighed by cost increases experienced in maintenance and repairs as a result of both increasing vacancy repairs as well as increased supplier/contractor pricing. WECHC is also seeing an increase in consumption in utilities when compared to previous years.

Adding to this deficit is a net City deficit of **(\$568,000)** due to the loss of Federal Block Funding from the Federal government for both WECHC and Non Profit Housing. Offsetting these deficits is a net city subsidy surplus of **\$477,000** due to lower mandated subsidy payments being required by service providers in 2022, as well as from the reconciliation of service provider fiscal year-end reports. Also offsetting the WECHC subsidy deficit is a projected net city surplus of **\$112,000** due to higher than budgeted County revenue and **\$169,000** due to staff gapping.

The Homelessness Prevention Plan (HPP) budget is not projecting a city variance at this time.

COVID-19 expenditures related to Homelessness and Childcare provincial/federal programs will be fully offset by Federal and Provincial Covid-19 funding to support service providers in continuing to deliver critical services, purchase protective equipment, hire additional staff, enhance cleaning and infection prevention, and increase shelter capacity.

Emergency Preparedness is not projecting a city variance at this time.

Children's Services budget is not projecting a city variance at this time.

Pathway to Potential (P2P) budget is projecting a City surplus of **\$250,000** primarily due to the ripple effect of COVID-19 and gradual return to pre-COVID utilization of transit, recreation, culture and art programs. Although the City's Recreation Department has resumed programming, the slow return to recreational activities by P2P-eligible families is leading to a surplus. Pathway to Potential, in partnership with the Recreation and Communication Departments continues to promote the low-income discount through a multimodal media campaign to ensure families are aware in addition to Recreation's new Centralized Registration and Intake Line. Recreation expanded access to summer day camp programming to seven locations and P2P doubled the number of weeks eligible families can benefit. Additionally, Adventure Bay reopened during the summer and P2P sponsored a special summer and fall membership rate for eligible families after a two year hiatus. Transit Windsor was operating at a reduced service level earlier this year which resulted in lower ridership and resumed to their full-service level in September. Demand for affordable bus passes has not returned to pre-pandemic amounts. Transit Windsor and P2P continue to work together to increase awareness of the Affordable Pass Program (APP) through new awareness campaigns. Any P2P Recreation or APP saving being projected in Housing & Children's Services, will be offset by corresponding revenue losses in Recreation and Transit departments.

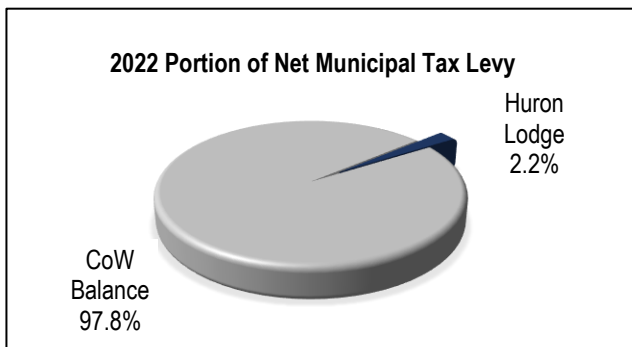
Mitigating Steps - Windsor Essex Community Housing Corporation (WECHC) is currently initiating an Internal Working Group across all departments to determine more efficient methods to deal with the rising cost of unit restorations. A partnership with a local agency is in the pilot phase to assist with unit restoration and lower labour costs. In addition, WECHC is making every effort to work with existing tenancies to avoid evictions that could result in increased turnover costs. Every effort is being made to re-rent vacancies in a timely manner to increase revenue. With respect to the increasing cost of utilities, WECHC is in discussions with a vendor to enroll in a program that will stabilize costs and could result in overall savings in utilities costs.

HURON LODGE


DEPARTMENTAL OVERVIEW

Huron Lodge is a long-term care facility committed to providing compassionate, quality care in a home-like setting for those who require 24-hour nursing and personal care.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$16,508,537)	(\$16,950,506)	(\$18,004,118)	(\$18,059,248)
Annual Expense Budget	\$23,995,061	\$24,747,809	\$26,132,683	\$26,521,327
Annual Net Budget	\$7,486,524	\$7,797,303	\$8,128,565	\$8,462,079
Annual Net Variance	\$2,296	\$1,033,330	\$522,202	\$570,000
Variance as a % of Gross Budget	0.0%	4.2%	2.0%	2.1%



2022 Budgeted Full Time Equivalent (FTE)



Management:	9.0	FTE
Non-Union	4.0	FTE
ONA:	23.0	FTE
Local 543	188.7	FTE
Total	224.7	FTE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Ministry of Long-Term Care Funding	\$1,100,000	\$2,100,000	\$3,200,000
Equipment Purchases	(\$15,000)	(\$80,000)	(\$95,000)
Supplies	(\$145,000)	(\$35,000)	(\$180,000)
Building and Equipment Maintenance	(\$50,000)	(\$250,000)	(\$300,000)
Purchased Services	(\$300,000)	(\$20,000)	(\$320,000)
Accommodation Revenue	(\$50,000)	(\$425,000)	(\$475,000)
Salary	(\$540,000)	(\$720,000)	(\$1,260,000)
Net Total	\$0	\$570,000	\$570,000

HURON LODGE

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$570,000** **Surplus**

Ministry of Long-Term Care (MLTC) Funding: \$3,200,000

Huron Lodge is expecting to end the year with a surplus in the Ministry of Long-Term Care (MLTC) funding account primarily due to COVID-19 funding in the amount of \$1,100,000 for incremental costs due to the pandemic and \$1,900,000 in the Staffing Supplement Funding to increase direct care staffing hours. The MLTC is committing to increase the direct care hours to four hours per resident per day by March 2025. The department will request council to annualize this funding with an increase to the staff establishment for 2023.. The department expects additional funding of approximately \$200,000 to support the implementation medication safety and per diem increases.

Equipment Purchases : (\$95,000)

To operate under COVID-19 legislation, the department continuously purchases various types of equipment in response to operating in the pandemic and outbreak environment including equipment to facilitate isolation, equipment to enable infection control, and dietary equipment to facilitate the required 2 metre distance during meal times. The majority of the variance is not COVID-19 related as it is attributed to tablets purchased for medication safety which are fully offset by the surplus in the MLTC Funding category explained above.

Supplies : (\$180,000)

In order to prevent the spread of COVID-19 and adhere to the additional COVID-19 legislation, additional supplies relating to PPE, and sanitizing agents are being purchased in order to protect all staff, residents and visitors of Huron Lodge. Other supplies such as paper products for in-room dining resident who are in isolation. The costs of these supplies was exceptionally high in the first and second quarter due to the outbreak status of the home. Unrelated to COVID-19, vendors have informed Huron Lodge of increases in product prices used in daily operations and this could increase the supplies variance further.

Building and Equipment Maintenance : (\$300,000)

The majority of this projected variance is attributed to Non-COVID-19 related major emergency repairs to the chillers in order to maintain the legislated air conditioning requirements of the Act in the amount of (\$200,000). Also adding to the deficit are Non-COVID-19 related costs of approximately (\$50,000) related to hydro shut offs as a result of the Cabana Road construction.

Purchased Services: (\$320,000)

Huron Lodge incurs additional costs for purchased services due to COVID-19 in the form of additional caretaking services for infection prevention and control and security services for COVID-19 testing and adherence activities which are expected to cause a variance of (\$300,000). Additionally, a wound care nurse purchased service contract has been established in order to increase resident direct care hours and address the immediate need of resident wounds and is fully funded from the additional MLTC funding amounting to an estimated (\$20,000).

Accommodation Revenue: (\$475,000)

Historically, accommodation rates increase by the consumer price index and occur annually and the department increased the budget accordingly as there was no indication that time the MLTC would defer rate increases. Additionally, there was an overwhelming number of discharged residents and the inability to admit new residents due to the outbreak status of the home in the first and second quarter of 2022. Approximately \$50,000 in the MLTC funding surplus funding may offset a portion of the deficit in this account which was due to COVID-19.

HURON LODGE

Salary Accounts: (\$1,260,000)

Salary accounts are projected to end the year with a negative variance of (\$1,260,000). The estimated deficit in salaries is predominately due to Non-Covid-19 Salary. The Non-COVID-19 variance is attributed to the expenditures related to increasing staffing levels to meet the targets of direct care hours per resident per day set by the MLTC and outlined in S172/2021 CR35/2022. This negative variance is offset by the non-Covid surplus in the MLTC funding category. Huron Lodge will bring forward a request for council to increase the staff establishment with the Staffing Supplement Funding in order to meet the targets set by the MLTC, address resident need and with no cost to the corporation. The estimated COVID-19 deficit in salaries is mostly related to the deployed staff from other departments and are offset with COVID-19 funding from the MLTC.

MITIGATING STEPS

The department is actively working with Human Resources to fill the positions that have been in added in recent years in order to use the new Staffing Supplement Funding and meet the targets set out by the province. The department will request council to increase the funding budget and increase the staffing complement in order to meet the next target level set out by the Ministry.

Huron Lodge continues to closely monitor expenses and identify, as much as possible, areas for savings. The process of comparing prices for PPE and other required supplies is ongoing with the support from Purchasing and Facilities. The department uses employees who are on modified duties to the full extent of their capabilities.

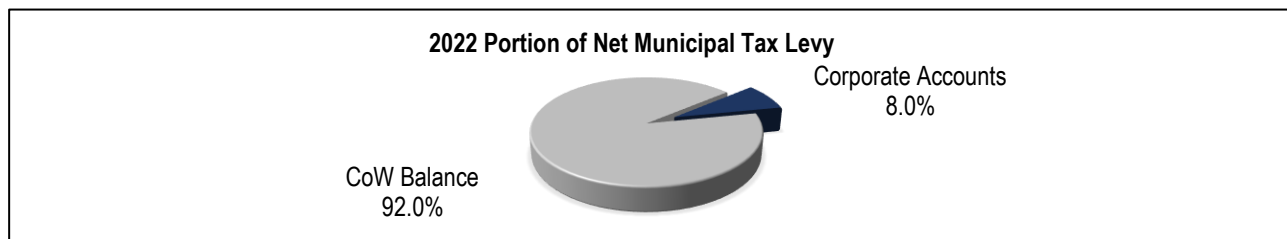
At any time, the MLTC may increase restrictions which will likely result in negative variances in various expense categories. Huron Lodge continues to provide the most up-to-date expense data to the MLTC which historically has triggered additional funding beyond the initial cash-flow for COVID-19 funding.

CORPORATE ACCOUNTS

DEPARTMENTAL OVERVIEW

The Corporate Accounts encompass a number of financial revenue and expense accounts which are not directly attributable to specific departments of the Corporation. The budgets contained in this section relate to expenditures incurred or revenues generated that impact on the Corporation as a whole as opposed to a specific department.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$216,031,073)	(\$217,748,697)	(\$131,127,456)	(\$135,372,275)
Annual Expense Budget	\$237,806,759	\$242,097,940	\$162,129,721	\$167,712,718
Annual Net Budget	\$21,775,686	\$24,349,243	\$31,002,265	\$32,340,443
Annual Net Variance	\$1,682,005	\$3,648,165	\$2,491,934	\$870,000
Variance as a % of Gross Budget	0.7%	1.5%	1.5%	0.5%



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Interest Revenue		\$2,000,000	\$2,000,000
YQG & Windsor-Detroit Tunnel Dividends	(\$2,000,000)	\$0	(\$2,000,000)
Corporate Utilities	\$0	(\$785,000)	(\$785,000)
Property Tax Levy	(\$142,000)	\$0	(\$142,000)
Capital Interest Income	\$0	\$733,000	\$733,000
Corporate Salary & Wage Provision	\$0	\$1,000,000	\$1,000,000
Fringe Benefits	\$0	\$0	\$0
Other Miscellaneous	\$0	\$64,000	\$64,000
Net Total	(\$2,142,000)	\$3,012,000	\$870,000

CORPORATE ACCOUNTS

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$870,000** *Deficit*

Interest Revenue: \$2,000,000

A \$2M surplus in interest revenue is being projected in Q3 due to the timing impacts of a rising interest rates environment on liquid holdings and the renewal of maturities.

YQG and Windsor Detroit Border Link Dividends: (\$2,000,000)

Cross border and air travel have been severely restricted during the pandemic and its recovery stage, resulting in significant revenue losses for tunnel tolls and airport operations. As the recovery period is ongoing, it is anticipated that the \$2 Million in dividends received from these entities will not be realized in 2022.

Corporate Utilities: (\$785,000)

A Projected deficit of (\$785,000) related to Corporate Utilities is being driven by a combination of the return to pre-pandemic consumption levels and rate pressures.

Electricity: (\$416,000)

A Projected deficit of (\$416,000) in Electricity is being driven by the return to pre-pandemic consumption levels.

Water: (\$681,000)

A Projected deficit of (\$681,000) in Water is being driven by the return to pre-pandemic consumption levels and rate pressures

Natural Gas: \$62,000

A Projected surplus of \$62,000 in Natural is being driven by lower than expected consumption trends

District Energy: \$250,000

A projected surplus of \$250,000 in District Energy is being driven by higher budgeted rates vs YTD actuals rates

Property Tax Levy: (\$142,000)

A year-end deficit of approximately (\$142,000) is projected in the Institutional Levy due to Heads & Beds

Capital Interest Income: \$733,000

A year-end surplus of \$733,000 is mainly due to increasing interest rates resulting from the Bank of Canada's rate increases in 2022.

Corporate Salary & Wage Provision: \$1,000,000

The Corporate Provision account is projected to end the year with a surplus of approximately \$1,000,000. This budget contains provisions for JJE, unanticipated WSIB costs, an overtime provision for eligible non-union members, and a general contingency provision. This account contains provisions and accruals for various collective agreements that have been updated to reflect expected costs for the current year. It should be noted that the surplus in this account is offset by various deficits experienced across various line items in departmental budgets.

Fringe Benefits \$0

Although a total deficit of (\$650,000) is being projected for all Fringe Benefit Departments, any deficit's will be mitigated by a transfer from the Fringe Stabilization Reserve

CORPORATE ACCOUNTS

GreenShield (\$1,300,000): A projected deficit of (\$1,300,000) is being estimated for Greenshield due to the gap between the budget and premium costs. The Green Shield Benefits Budget has not been increased in several years. The decision to take on the risk was made as a result of the healthy surpluses received in the previous few years which has offset the variance between the budget and the premiums costs. In 2022, the surplus is not projected to materialize as it has in the previous few years, which is resulting in a projected deficit.

Group Life Insurance \$700,000: Group Life Insurance is projecting a \$700,000 surplus due to the less than average death claims.

Short Term Disability (Transit Windsor) (\$345,000): A deficit is being projected for STD due to the larger number and more lengthy claims. Since 2020 the monthly average cost of claims has risen significantly from an average of \$55,000 over the last two years to \$80,000 in 2022, which would include COVID-19 claims.

Long Term Disability Payments \$100,000: A surplus of \$100,000 is being projected for LTD Payments due to the unpredictability of the number of employees who are expected to be approved for LTD in a given year, the amount of their LTD benefit and the length of time they are claiming the benefit.

Misc. \$195,000: Other Fringe Accounts have small non-material surpluses and deficits which total \$195,000.

Other Miscellaneous: (\$64,000)

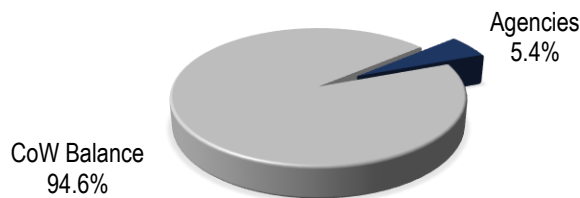
A year-end deficit of approximately (\$64,000) is being projected in Other Miscellaneous items within the Corporate Accounts budget.

AGENCIES

DEPARTMENTAL OVERVIEW

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$100,598)	(\$100,598)	(\$100,598)	(\$100,598)
Annual Expense Budget	\$19,420,107	\$19,996,396	\$20,558,892	\$20,858,415
Annual Net Budget	\$19,319,509	\$19,895,798	\$20,458,294	\$20,757,817
Annual Net Variance	\$376,627	\$1,056,508	\$167,535	\$780,000
Variance as a % of Gross Budget	1.9%	5.3%	0.8%	3.7%

2022 Portion of Net Municipal Tax Levy



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
EMS / Land Ambulance	\$0	\$96,000	\$96,000
Essex Region Conservation Authority	\$0	(\$2,000)	(\$2,000)
Windsor Essex County Health Unit	\$0	\$686,000	\$686,000
Net Total	\$0	\$780,000	\$780,000

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$780,000** *Surplus*

EMS / Land Ambulance: \$96,000 Surplus

A projected year-end surplus of \$96,000 is anticipated as this represents the City's share of the 2021 adjustment resulting from an increase in Provincial funding. The County of Essex has communicated that \$36,000 in costs to EMS were incurred as a result of the Convoy protest.

AGENCIES

Essex Region Conservation Authority (ERCA): (\$2,000) Deficit

The Essex Region Conservation Authority's budget was approved subsequent to the City's budget being approved and will result in a (\$2,000) deficit.

Windsor Essex County Health Unit (WECHU): \$686,000 Surplus

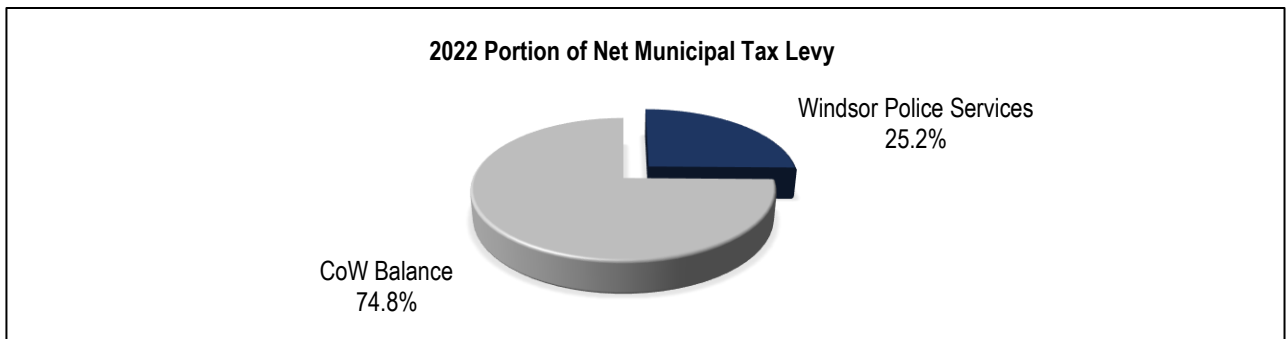
A projected year-end surplus of \$686,000 is anticipated as this represents the 2021 Mitigation Funding as approved by the Ministry of Health.

WINDSOR POLICE SERVICES

DEPARTMENTAL OVERVIEW

The Windsor Police Service (WPS) provides crime prevention, law enforcement, assistance to victims of crime, public order maintenance and emergency response. WPS operates in accordance with principles that ensure the safety and security of all persons and property, safeguarding the fundamental rights guaranteed by the Canadian Charter of Rights and Freedoms and the Human Rights Code.

Financial Summary	2019	2020	2021	2022
Annual Revenue Budget	(\$17,775,338)	(\$17,364,207)	(\$17,384,673)	(\$18,042,140)
Annual Expense Budget	\$106,512,992	\$109,490,813	\$111,317,082	\$115,019,577
Annual Net Budget	\$88,737,654	\$92,126,606	\$93,932,409	\$96,977,437
Annual Net Variance	(\$480,124)	\$571,091	\$1,530,708	(\$3,900,000)
Variance as a % of Gross Budget	(0.5%)	0.5%	1.4%	(3.4%)



VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Ambassador Bridge Blockade	(\$4,700,000)	\$0	(\$4,700,000)
Salary Gapping	\$0	\$350,000	\$350,000
CSP Grant Funding	\$0	\$450,000	\$450,000
Net Total	(\$4,700,000)	\$800,000	(\$3,900,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$3,900,000) Deficit**

WINDSOR POLICE SERVICES

Ambassador Bridge Blockade: (\$4,700,000)

The WPS incurred \$4.7M in unforeseen expenditures to respond to the Ambassador Bridge blockade situation.

Salary Gapping: \$350,000

A year-end surplus of approximately \$350,000 is projected as a result of staff salary gapping.

CSP Grant Funding: \$450,000

A one-time increase in CSP grant funding will provide a \$450K grant revenue surplus during 2022.

BUILDING PERMIT RESERVE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Indirect Costs	\$0	(\$490,000)	(\$490,000)
Staff Gapping	\$0	\$398,000	\$398,000
Permit Revenue Surplus	\$0	\$4,991,000	\$4,991,000
Miscellaneous Expenses Deficit	\$0	(\$32,000)	(\$32,000)
Net Total	\$0	\$4,867,000	\$4,867,000

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **\$4,867,000** **Surplus**

Indirect Costs: (\$490,000)

Administration of the Building Department is expecting an operating surplus of approximately \$5.4 million within the Building Services portion of the budget (direct costs). However, after the allocation of indirect costs (beyond Building Services control) expected for the year totalling \$490,000, the overall transfer from the building permit reserve is anticipated to be a net surplus of \$4,867,000. The surplus transfer will go towards the Building Reserve fund that currently has a balance of approximately \$1.0 million. After the transfer, the Building Reserve Fund's new balance should have a surplus of approximately \$5.9 million.

Staff Gapping: \$398,000

Staff gapping dollars contributed significantly to the operating surplus portion of the variance due to the delayed hiring of several positions and staff turnover that the department has been experiencing so far this year.

Permit Revenue: \$4,991,000

Building permit revenue is expected to be in a surplus position of \$4,991,000 by the end of the year. This is mainly due to the large building construction projects that the Building Department is currently processing and are being anticipated by the end of the year.

Miscellaneous Expenses: (\$32,000)

The anticipated deficit in Miscellaneous expenses is mainly due to the bank service processing fees which will be related to the higher than budgeted Permit revenue.

MITIGATING STEPS

Administration will be making concerted efforts to hold the line where possible on discretionary spending within its control including delayed staff recruitments and striving to maintain a respectable and safe level of service as well as a safe community.

ON-OFF STREET PARKING RESERVE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
Salary Gapping - Wages and Fringe	\$0	\$146,000	\$146,000
Miscellaneous Operating Supplies and Services	(\$10,000)	\$0	(\$10,000)
Revenue - Daily, Monthly	(\$715,000)	\$0	(\$715,000)
Net Total	(\$725,000)	\$146,000	(\$579,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$579,000)** *Deficit*

Budgeted Transfer to Reserve	Actual Transfer to Reserve	Year-End Surplus
\$1,120,812	\$1,266,812	\$146,000

The On-Off Street Parking Division is projecting an overall deficit for 2022 of (\$579,000). The projected deficit is the net of all surpluses and deficits expected for the year related to salary gapping, miscellaneous operating supplies and services, and revenue. Due to the ongoing pandemic, a deficit of (\$10,000) is expected related to the purchase of additional security services for Public Works Headquarters; and a deficit of (\$715,000) is expected related to hourly parking revenue from all sources.

As part of the 2022 Operating Budget development, preliminary projections for anticipated losses in parking revenue were developed, resulting in an expected COVID impact of (\$715,000) for 2022. As of August 2022, the projected hourly parking revenue shortfall is expected to be inline with the projection completed during the 2022 budget development at (\$715,000).

An overall surplus of \$146,000 for wages and fringe is expected related to salary gapping due to vacancies in 2022 not attributable to the ongoing pandemic.

MITIGATING STEPS

The majority of the variance issue in the On-Off Street Parking Division is directly related to the ongoing pandemic

SEWER SURCHARGE RESERVE

VARIANCE SUMMARY

Description	COVID Variance	NON-COVID Variance	OVERALL Variance
PW Operations			
Salary & Wages	\$0	\$310,000	\$310,000
Sub-Total: PW Operations	\$0	\$310,000	\$310,000
Pollution Control			
Vehicle Rental - Internal	\$0	(\$78,000)	(\$78,000)
Utilities	\$0	(\$268,000)	(\$268,000)
Synagro Contract	\$0	(\$250,000)	(\$250,000)
Chemicals, Fuel, Oils, and Lubricants	\$0	(\$248,000)	(\$248,000)
Taxes	\$0	(\$71,000)	(\$71,000)
Salaries & Wages	\$0	\$435,000	\$435,000
Sub-Total: Pollution Control	\$0	(\$480,000)	(\$480,000)
Net Total	\$0	(\$170,000)	(\$170,000)

VARIANCE DESCRIPTION

The total departmental projected year-end variance is: **(\$170,000)** **Deficit**

PW Operations

Public Works Operations is anticipating an overall surplus of \$310,000 related to their Sewer Surcharge funded operations for 2022. This is due to salary, wage, and fringe benefits as a result of vacancies causing gapping.

Pollution Control

Pollution Control is reporting an estimated deficit of (\$480,000) from its Sewer Surcharge funded operations.

Vehicle Rentals: (\$78,000)

Pollution Control is currently running a projected deficit of (\$78,000) in vehicle rentals. Pollution Control currently uses 5 Loaner Vehicles from 2020. No budget exists for these vehicles. As a result of the variance, a Budget issue has been brought forward in the 2023 Operating Budget.

Synagro Contract: (\$250,000)

An assumption is being made that the contract with Synagro Technologies is going to be amended in the current year due to inflation. This amendment would result in a retroactive payment for 2022 which is estimated to result in a (\$250,000) deficit. A budget issue has been brought forward in the 2023 Operating budget to address this projected deficit going forward.

Utilities: (\$268,000)

Utilities are still expected to be in deficit at year-end. The deficit related to the Pelletizer Facility, as estimated in Q2 variance, is decreased due to less tonnage volume sent to the Pelletizer Facility. However, Utilities across the divisions are trending towards a projected deficit of (\$268,000) for use of natural gas and a higher rate for Utilities than what was originally anticipated.

SEWER SURCHARGE RESERVE

Chemicals, Fuel, Oils, and Lubricants (\$248,000):

Chemicals, Fuel, Oils, and Lubricants are estimated to be in deficit of (\$248,000). It's expected that costs will continue to increase in 2023. The cost of oil and natural gas has increased significantly. The cost of chemicals, which have substantial inputs from oil and natural gas, has subsequently increased. There has been a consistent deficit in these accounts over the last 5 years. Costs have consistently increased and are expected to continue going into 2023. A Budget issue has been brought forward in the 2023 Operating Budget to address the projected deficits in the future.

Taxes: (\$71,000)

Taxes were increased in the 2022 budget. There is still a current deficit of (\$71,000). This is not expected to increase for the remainder of the year.

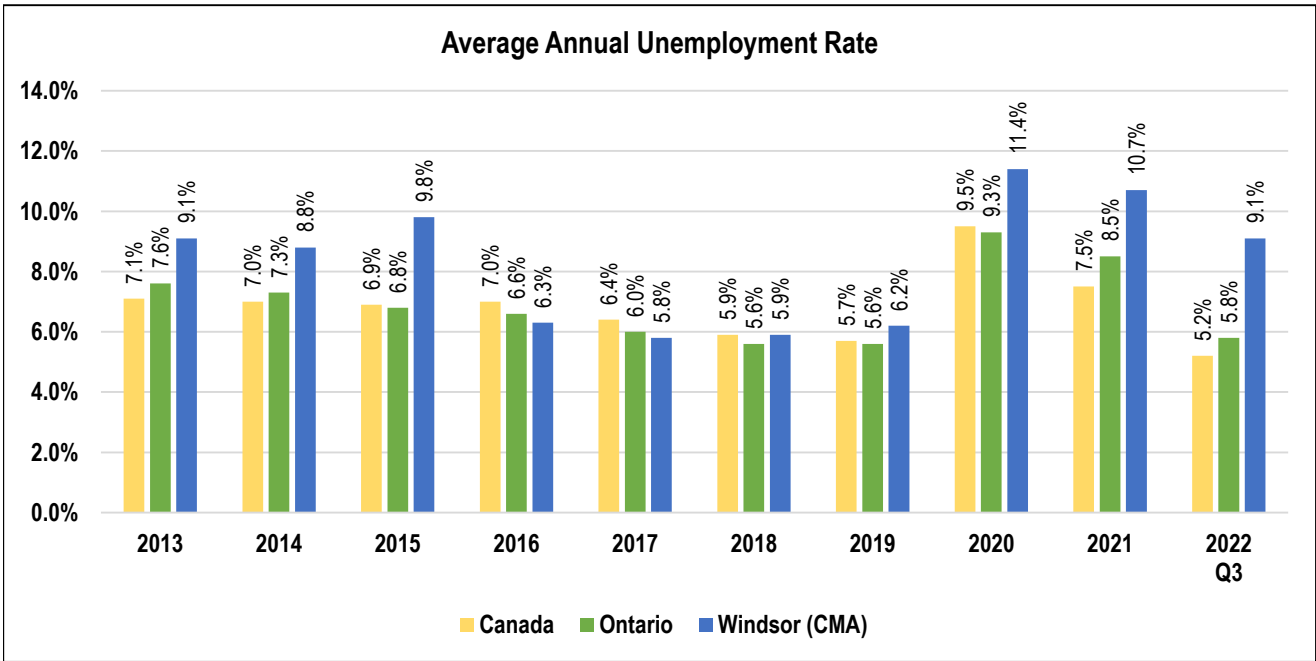
Salaries and Wages: \$435,000

A projected overall surplus of approximately \$435,000 is estimated for 2022 related to salary and wage for all staff due to gapping and vacancies across the department.

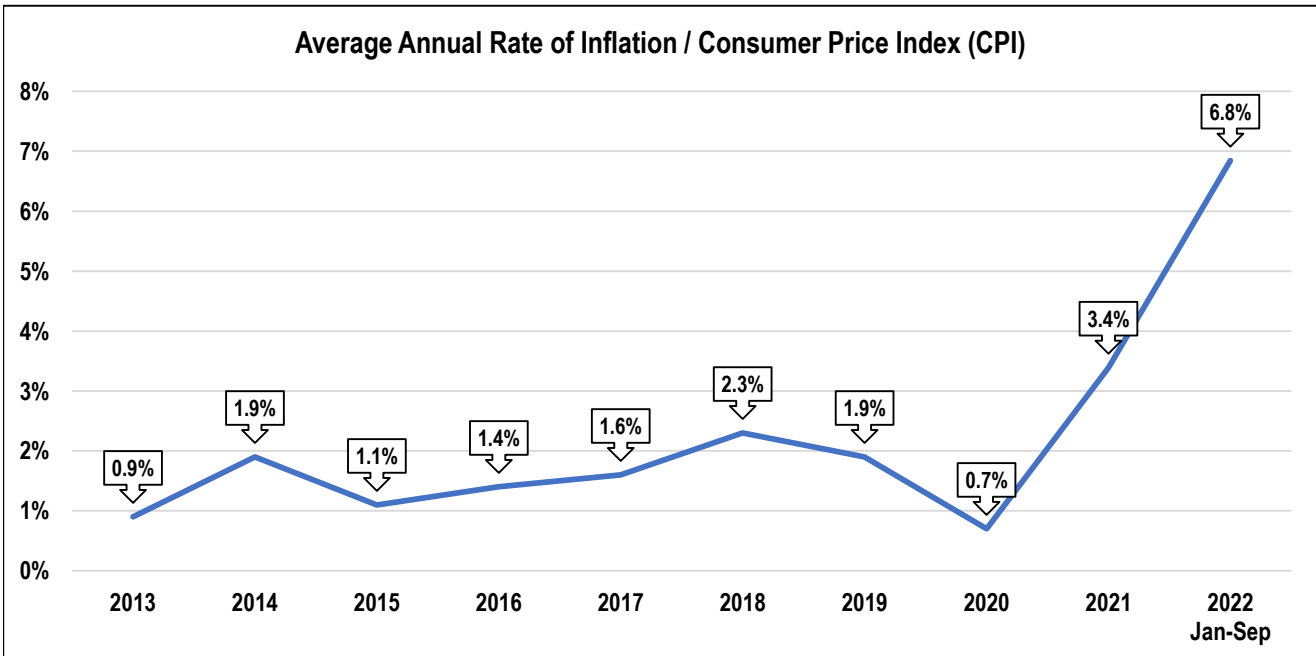
Other Sewer Surcharge Related Items

Other Sewer Surcharge-related revenue and expenses, at this time, are anticipated to be on budget for 2022. Sewer Surcharge related expenses are expected to meet budget by the end of the year based on current spending patterns. Additionally, based on various revenue analysis, the City is projected to hit the budget by the end of the year. There is a risk that a change in consumption patterns could impact revenue. Revenue and expenses will continue to be assessed and appropriate adjustments will continue to be made throughout the year.

ECONOMIC STATISTICS

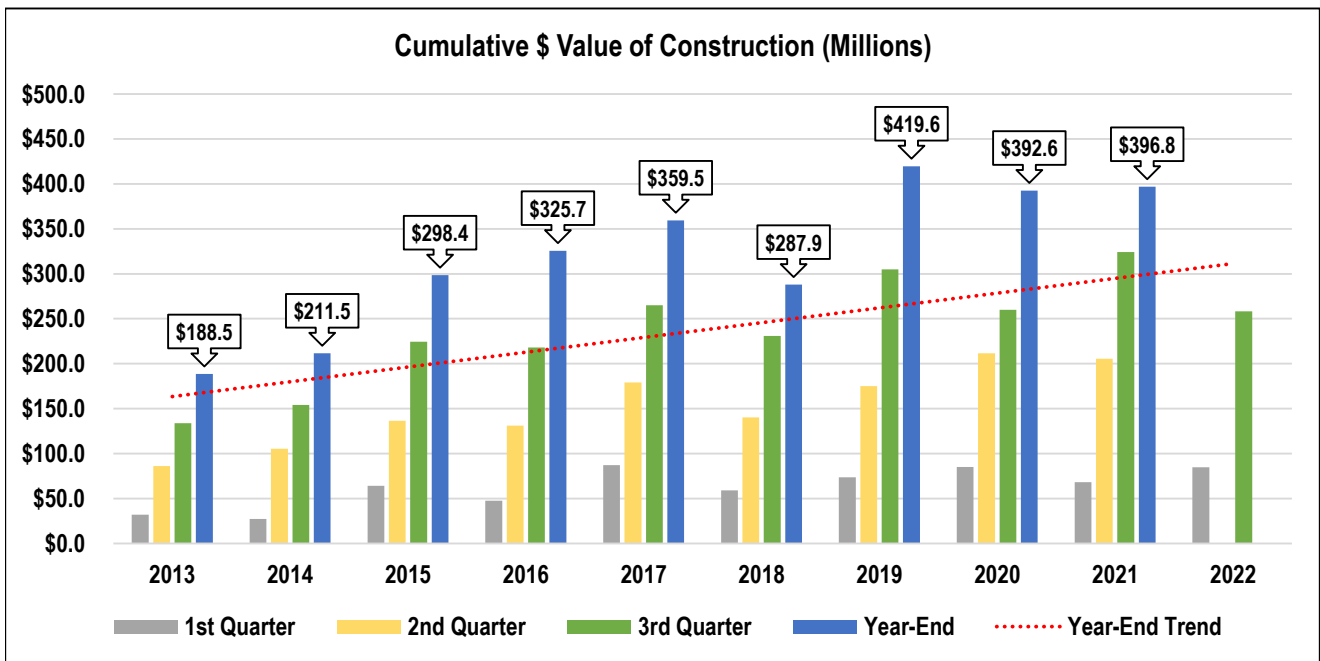
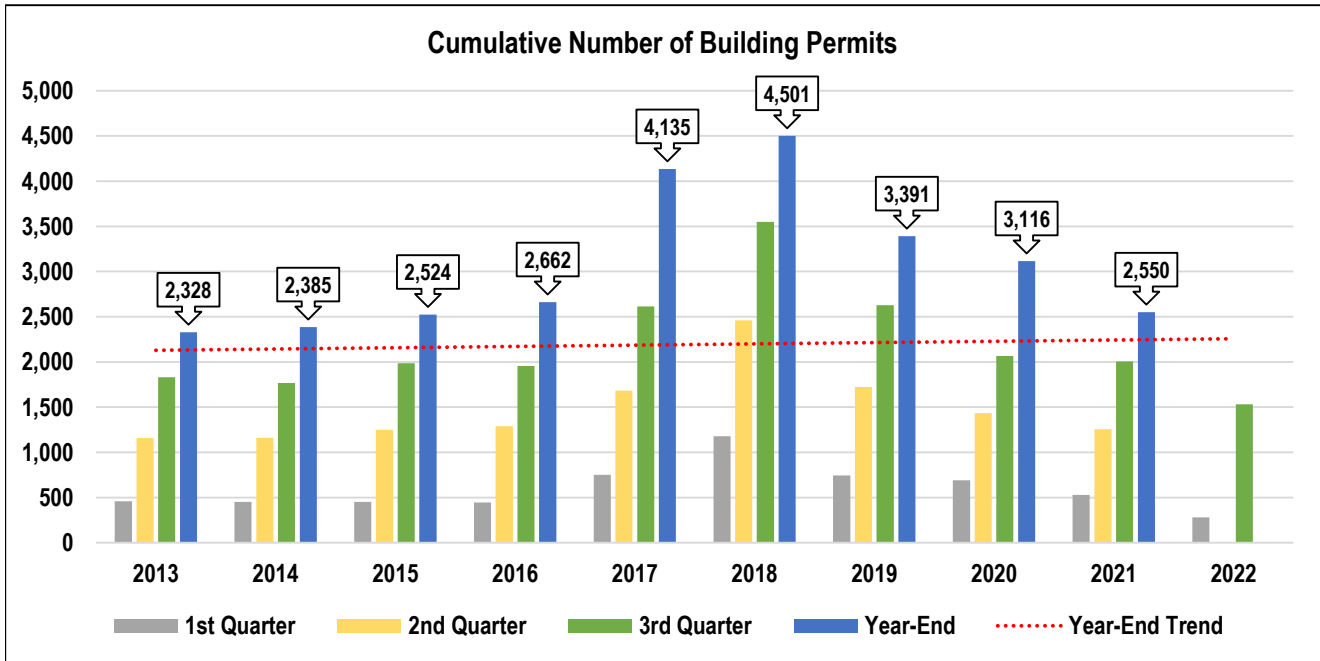


Source: Statistics Canada (3-Month Moving Average, Unadjusted)

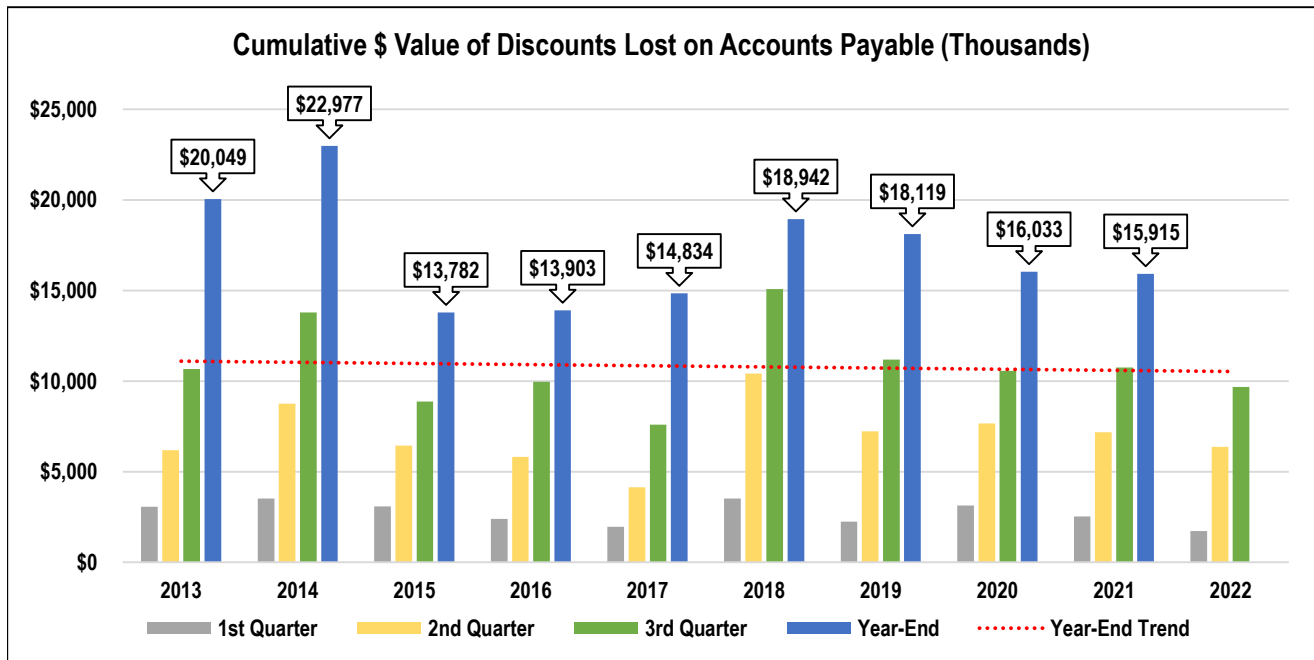


Source: Statistics Canada (All Items, Unadjusted)

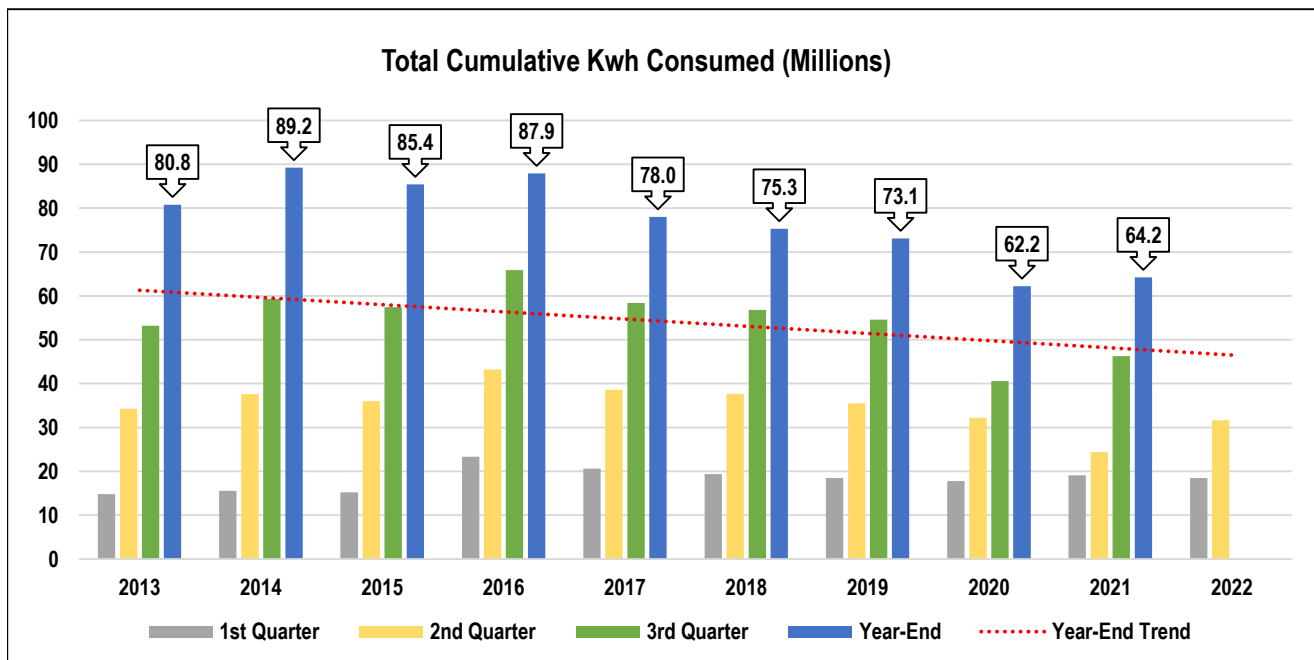
BUILDING SERVICES



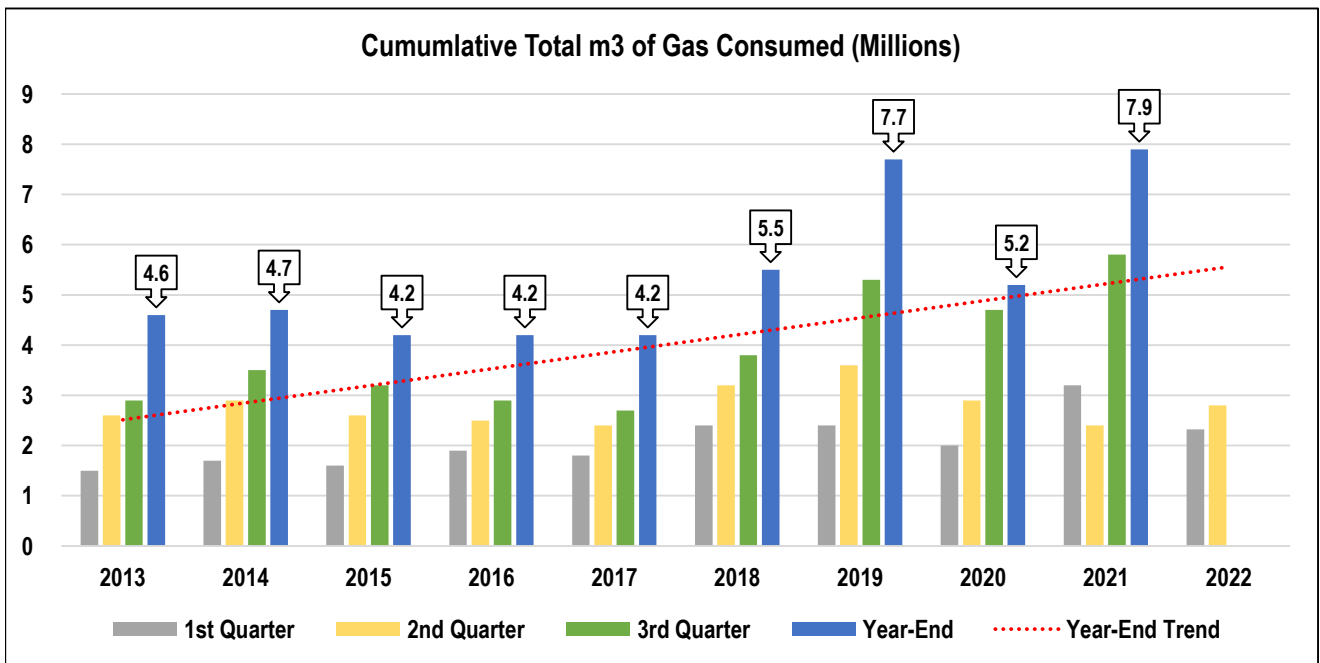
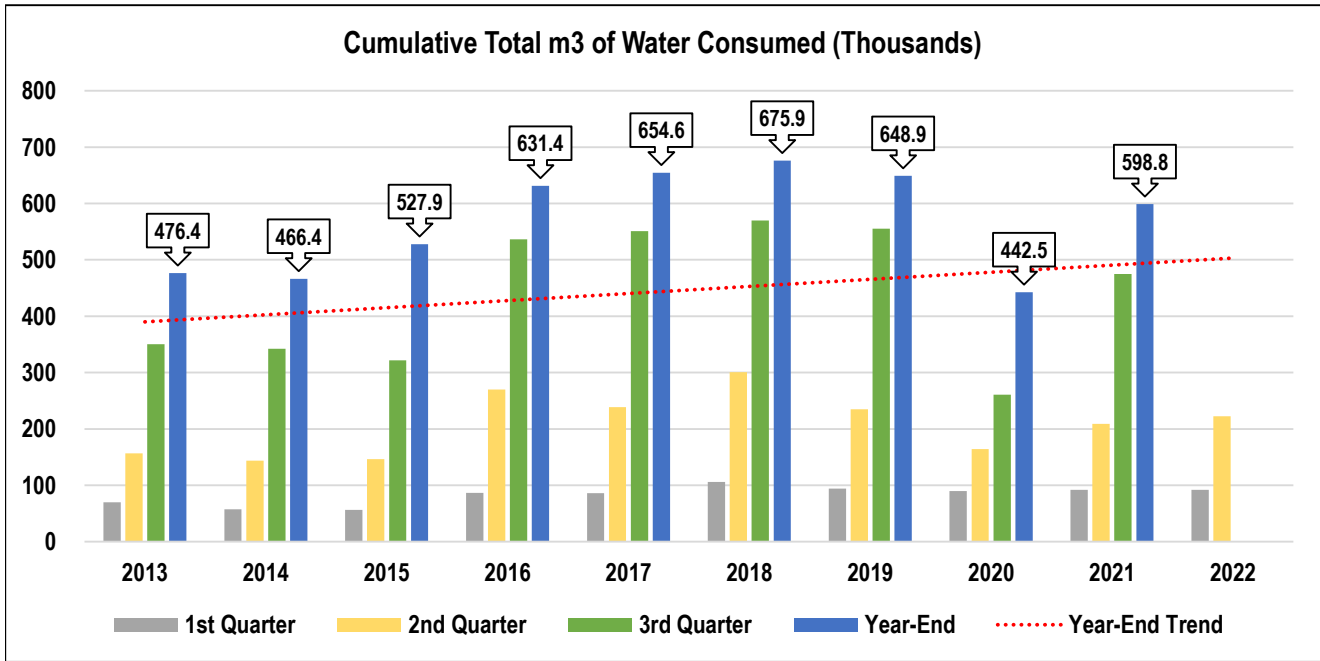
ACCOUNTING



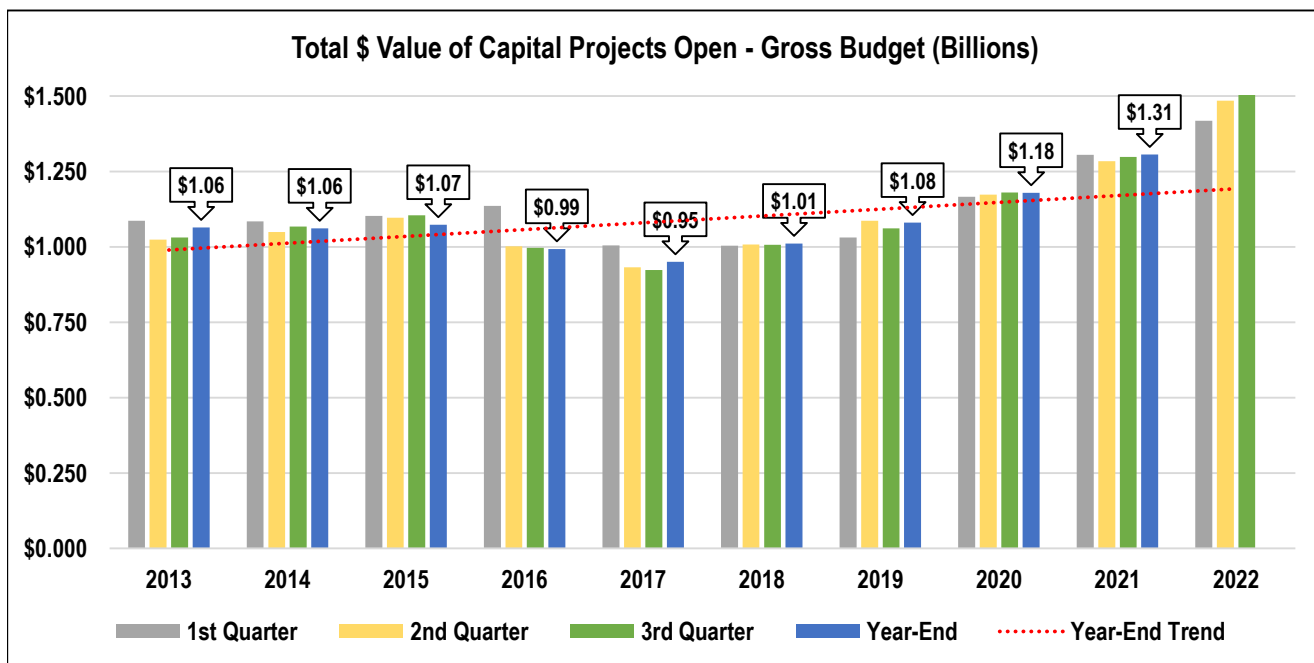
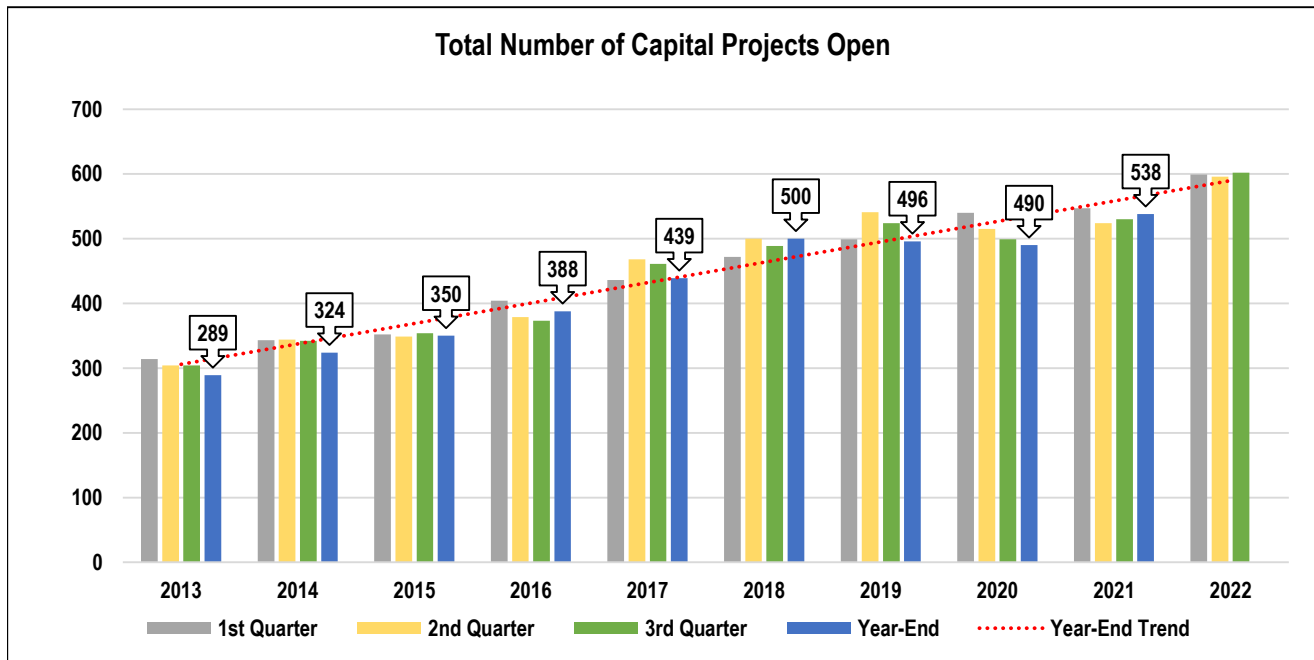
ASSET PLANNING



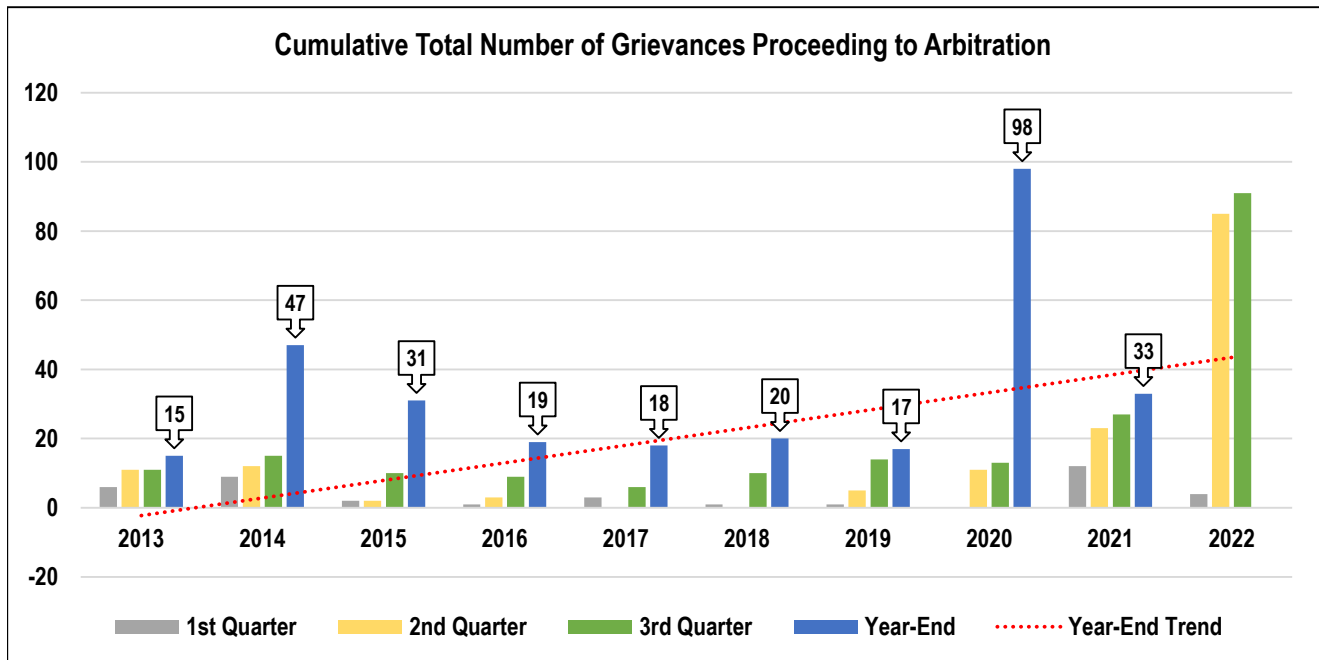
ASSET PLANNING



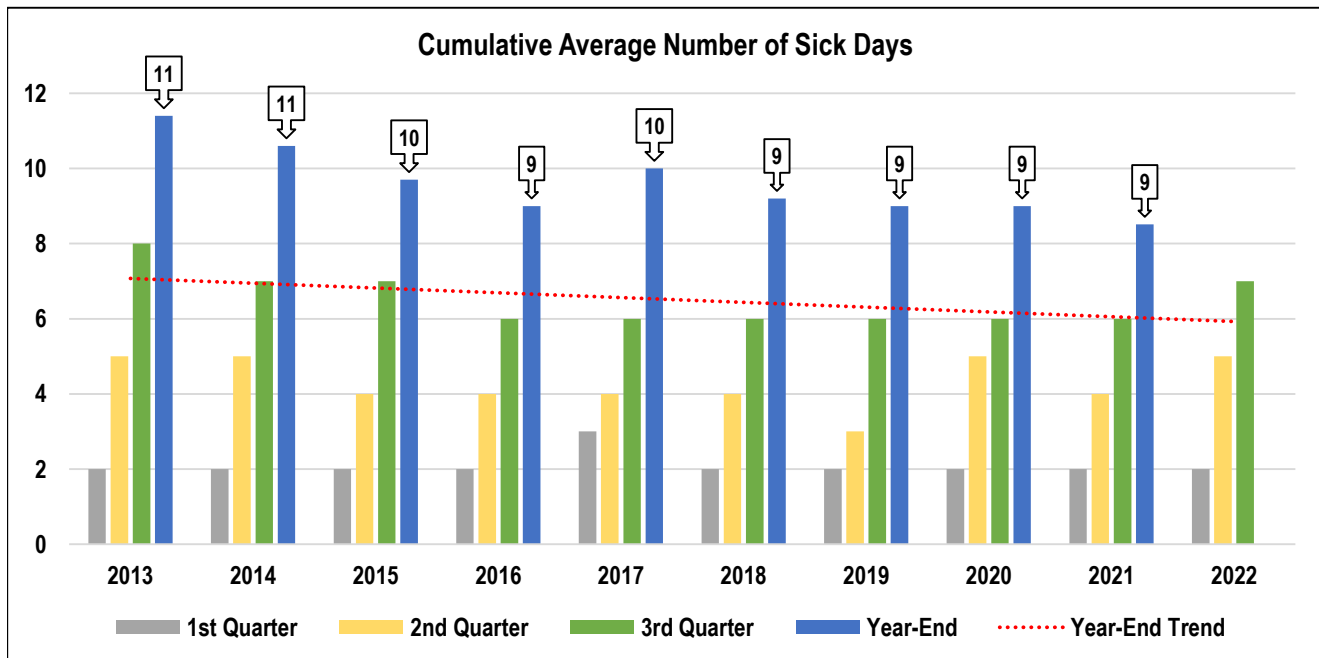
ASSET PLANNING



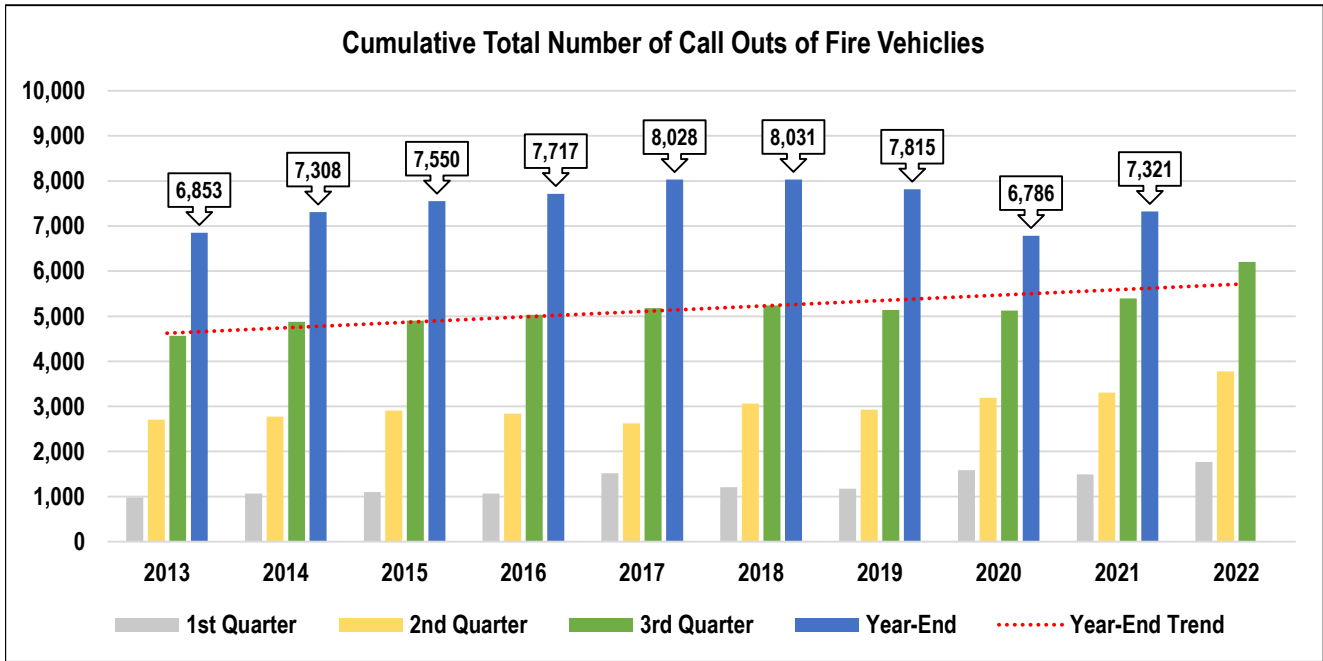
HUMAN RESOURCES



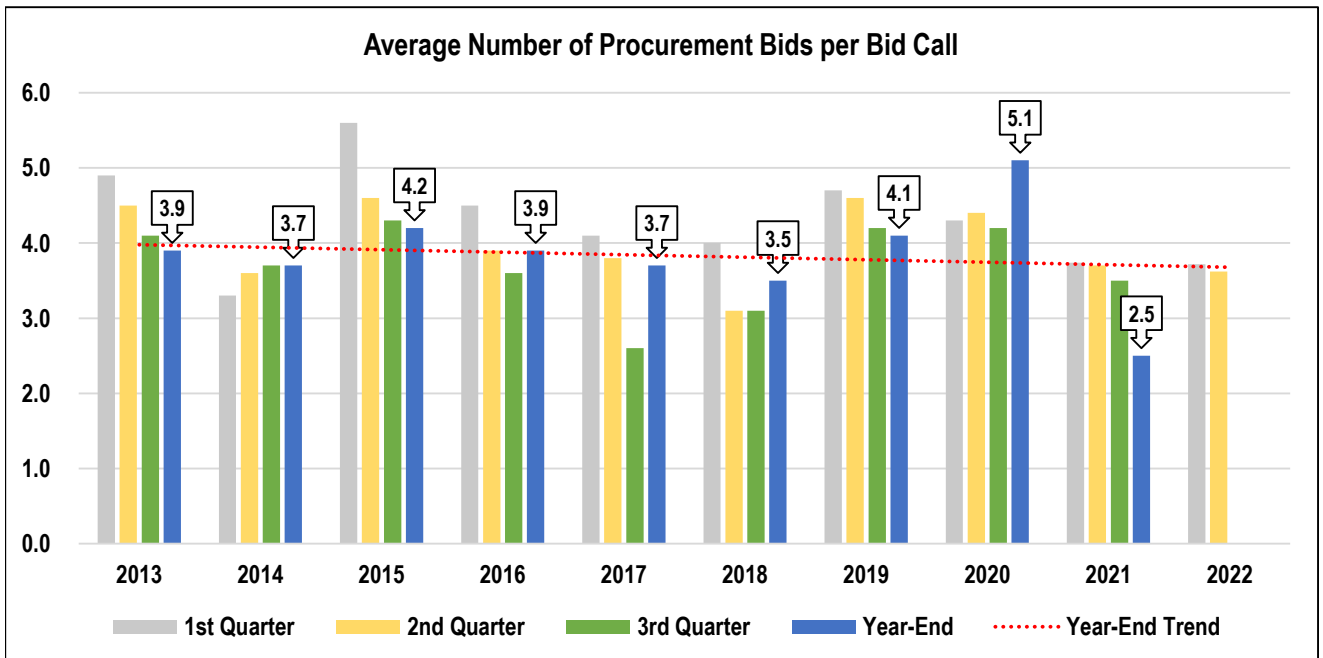
Note: In 2020, 64 of 98 grievances are attributed to Transit Windsor.



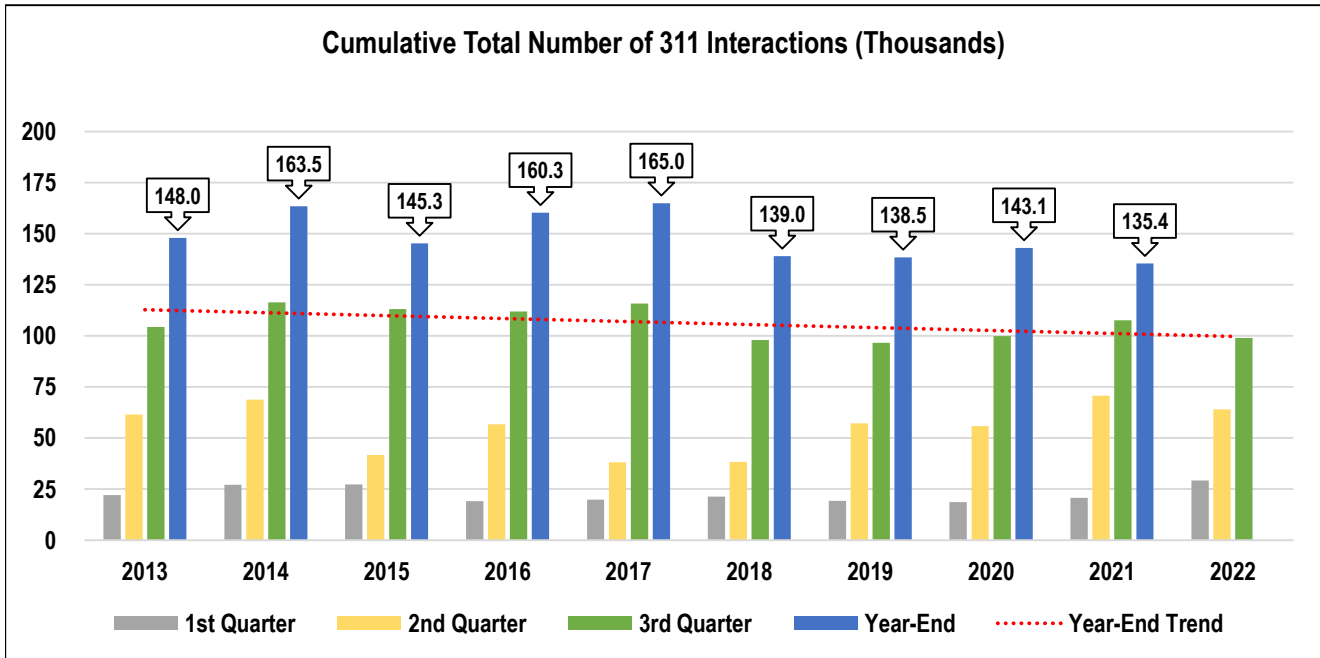
FIRE & RESCUE



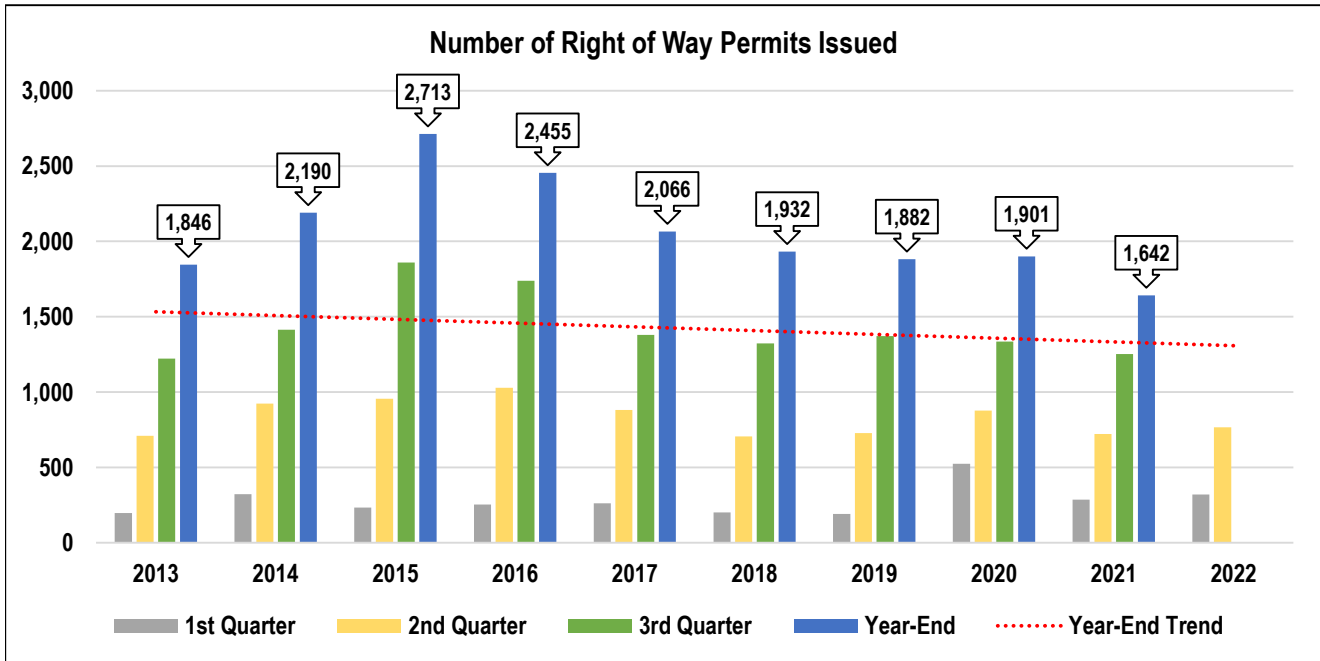
PURCHASING, RISK & POA



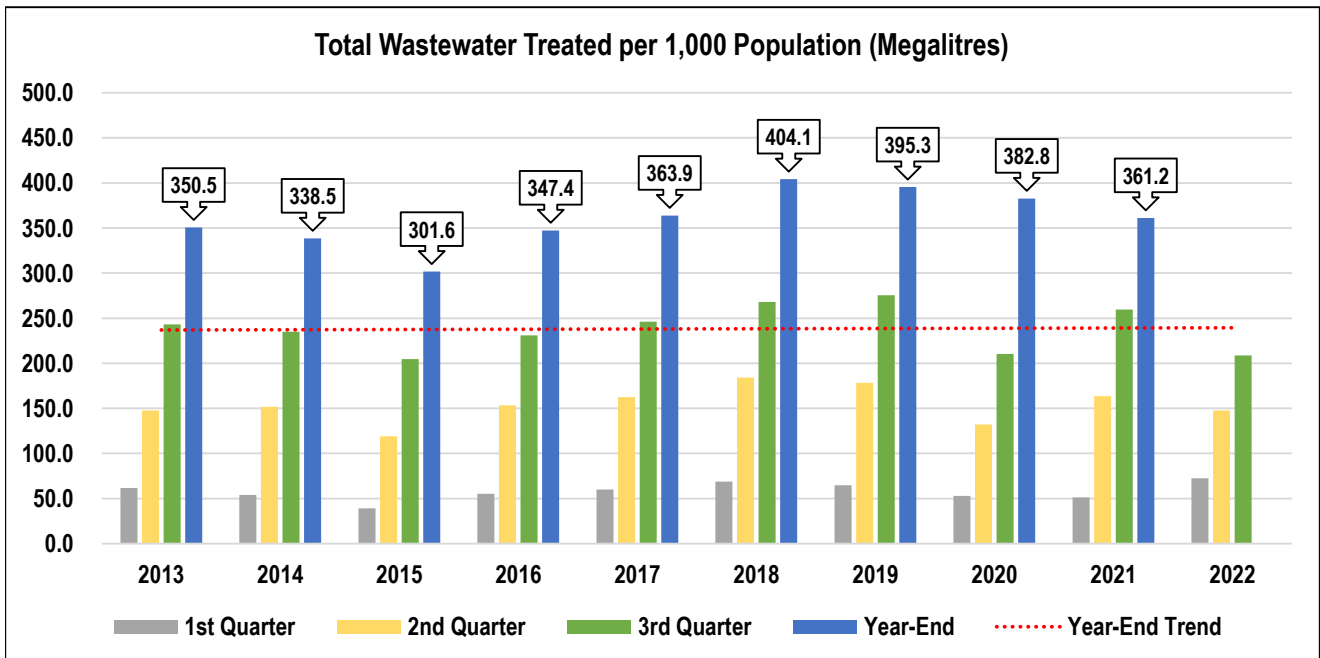
COMMUNICATIONS



ENGINEERING

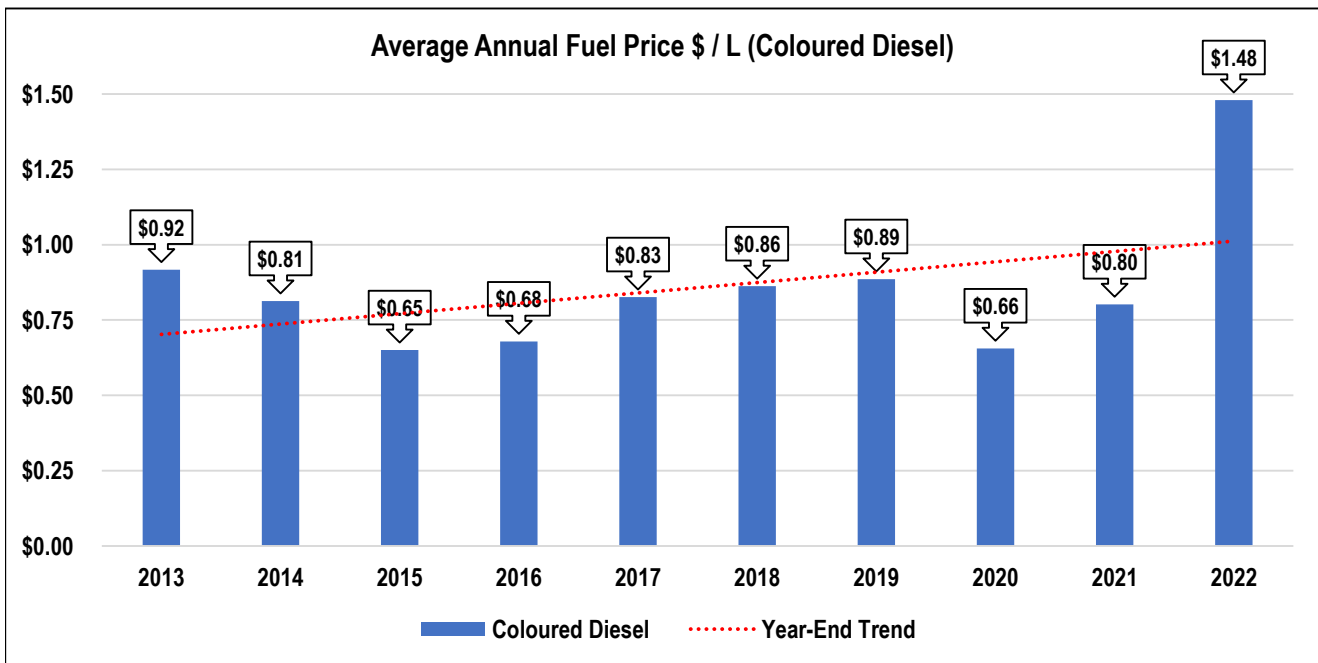
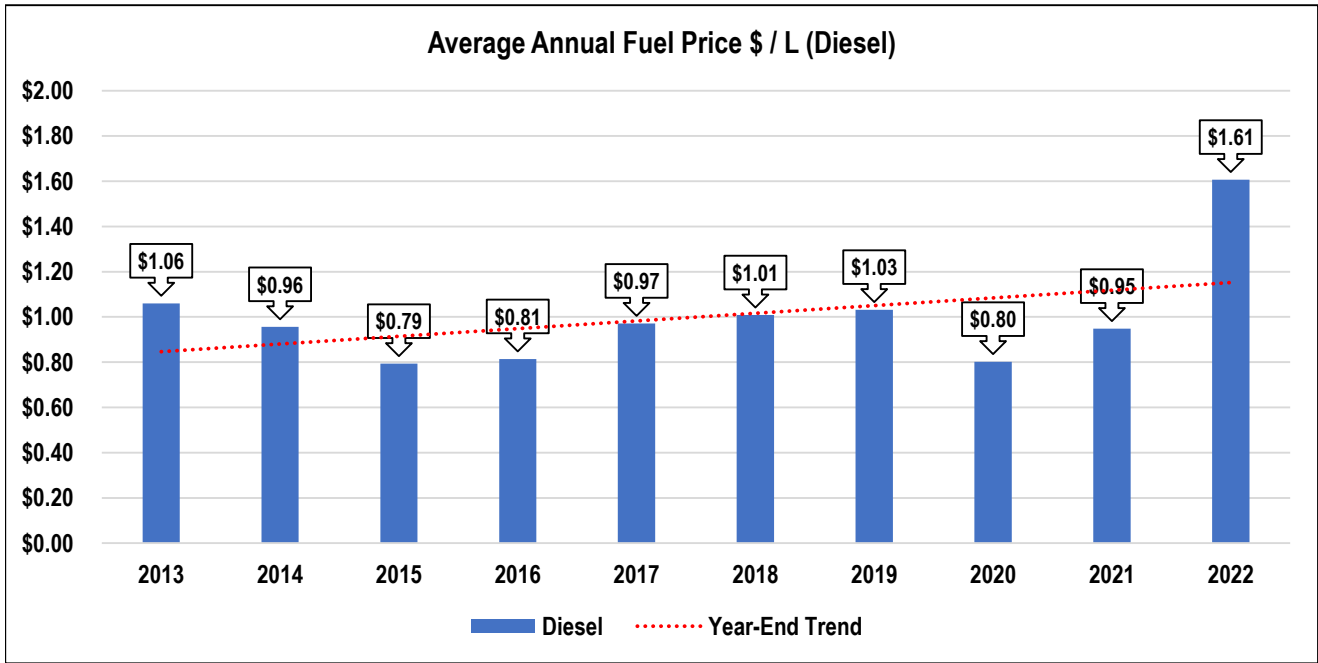


POLLUTION CONTROL

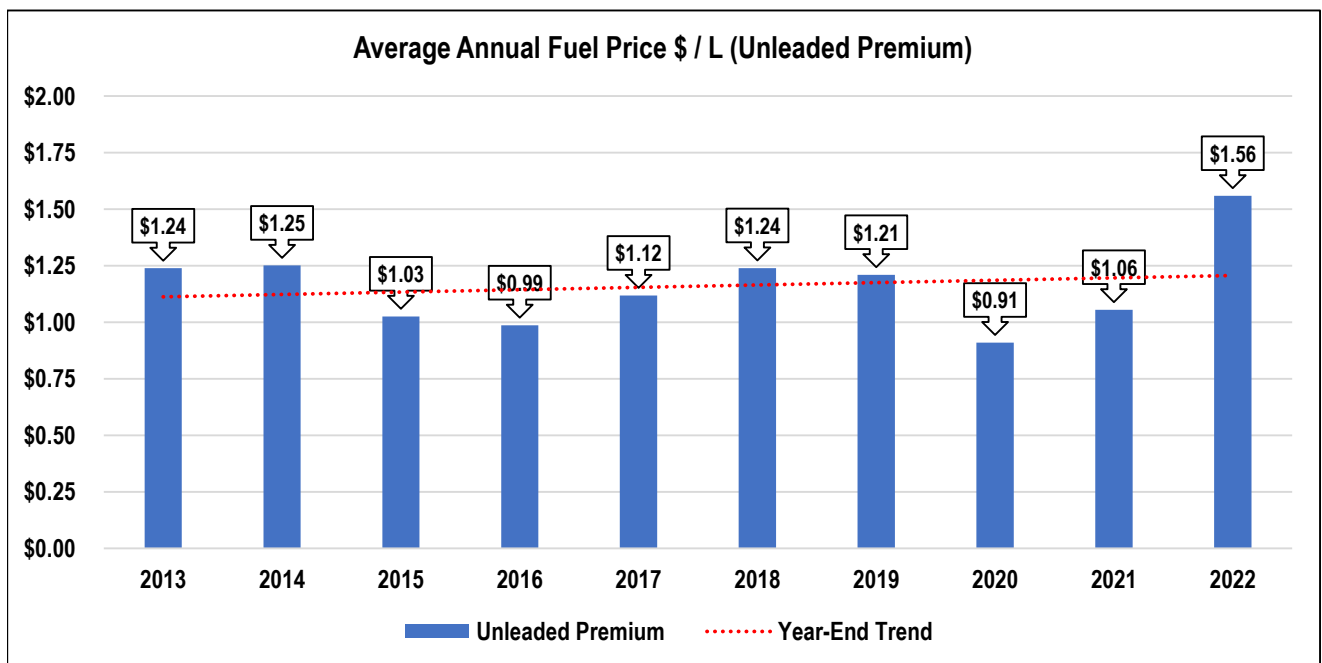
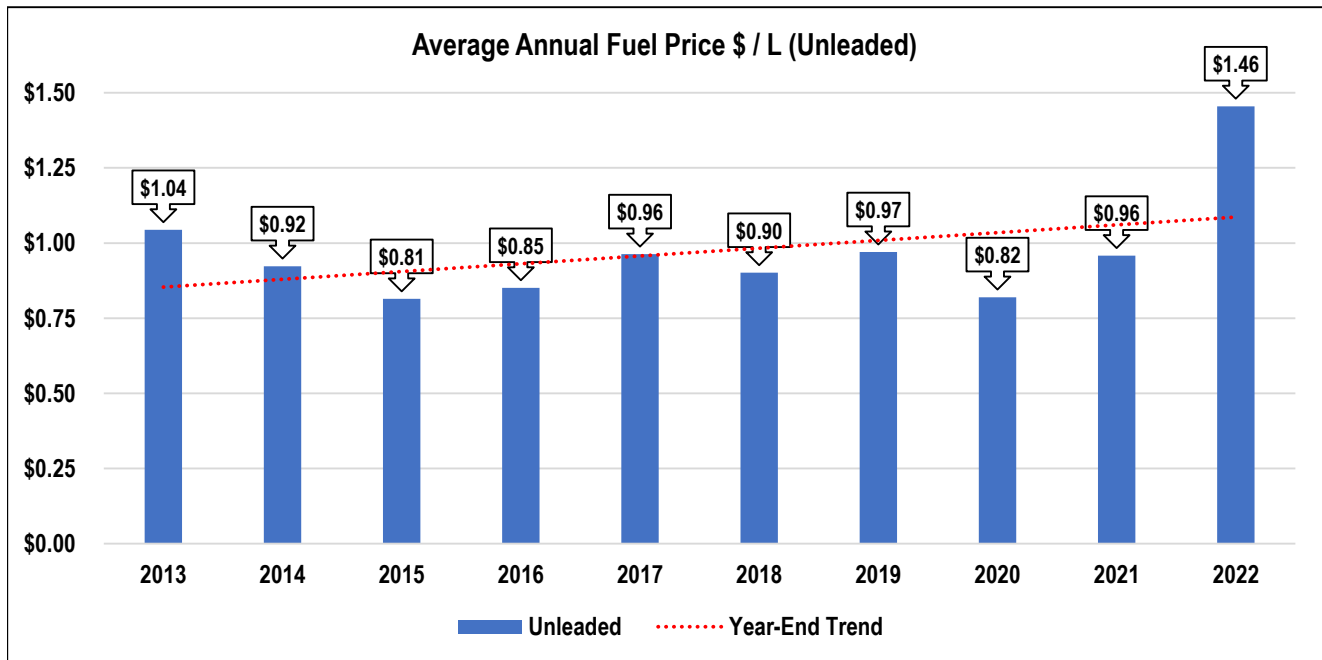


Fluctuations are partially due to changes in precipitation patterns as additional water is treated during heavy storms due to combined sewers.

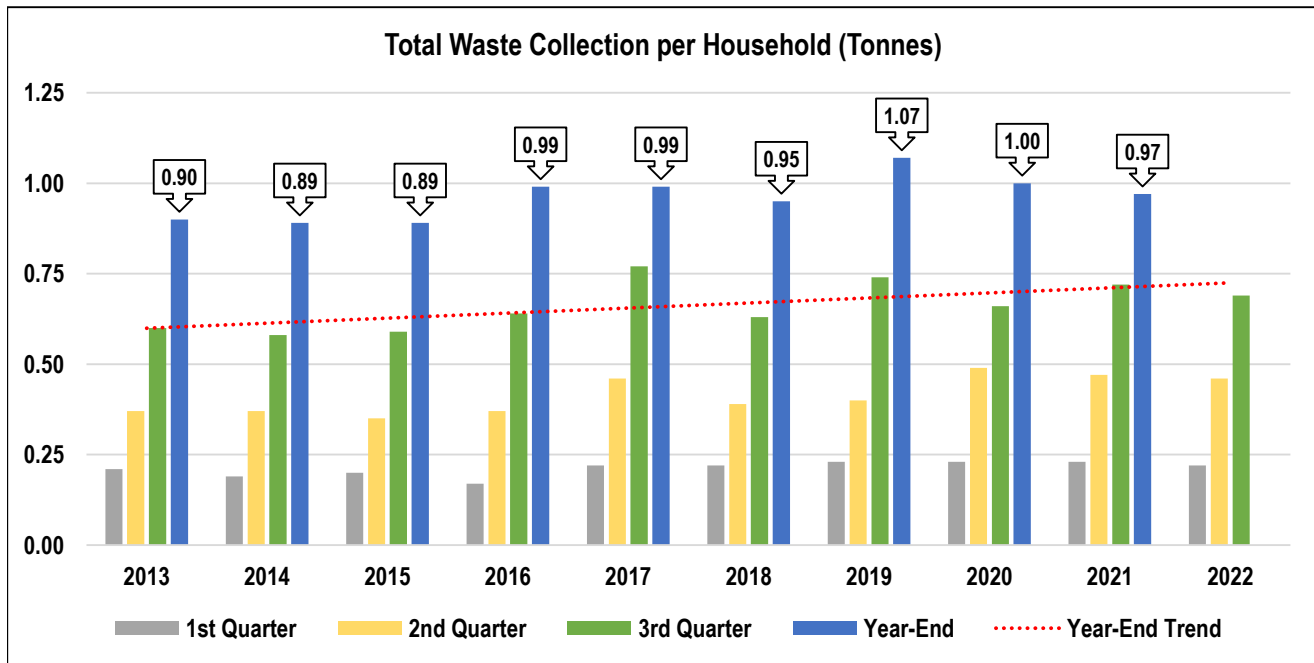
PUBLIC WORKS



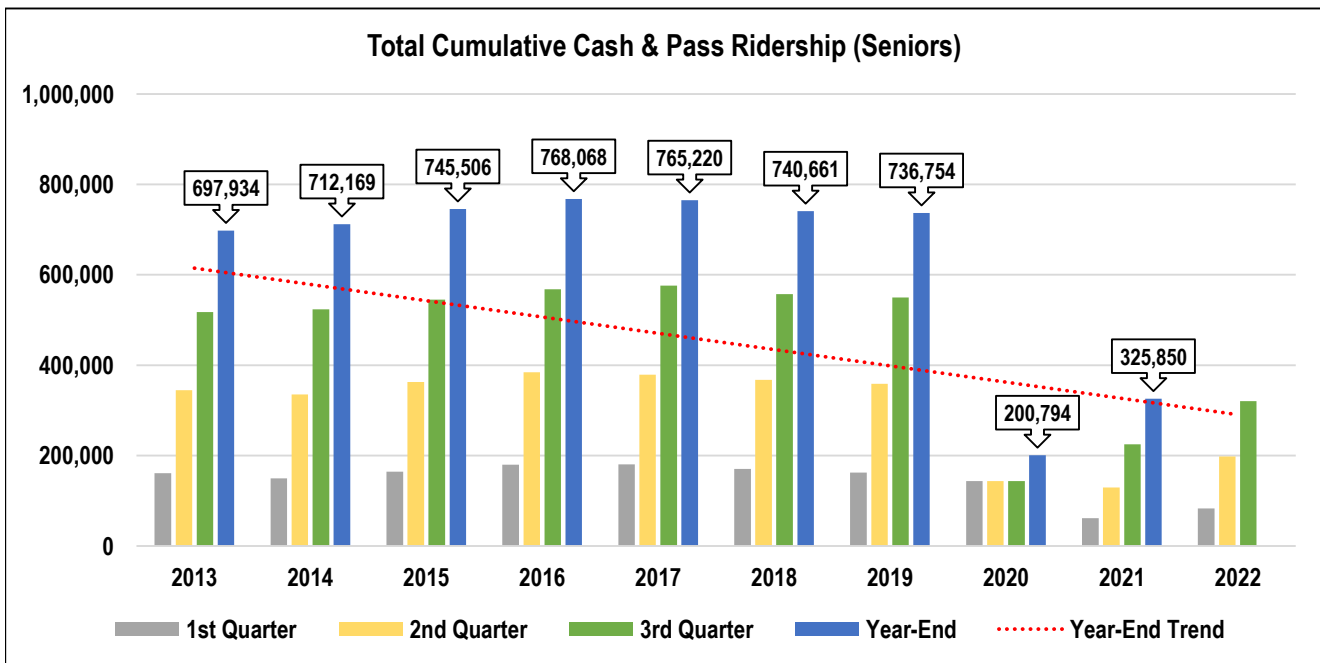
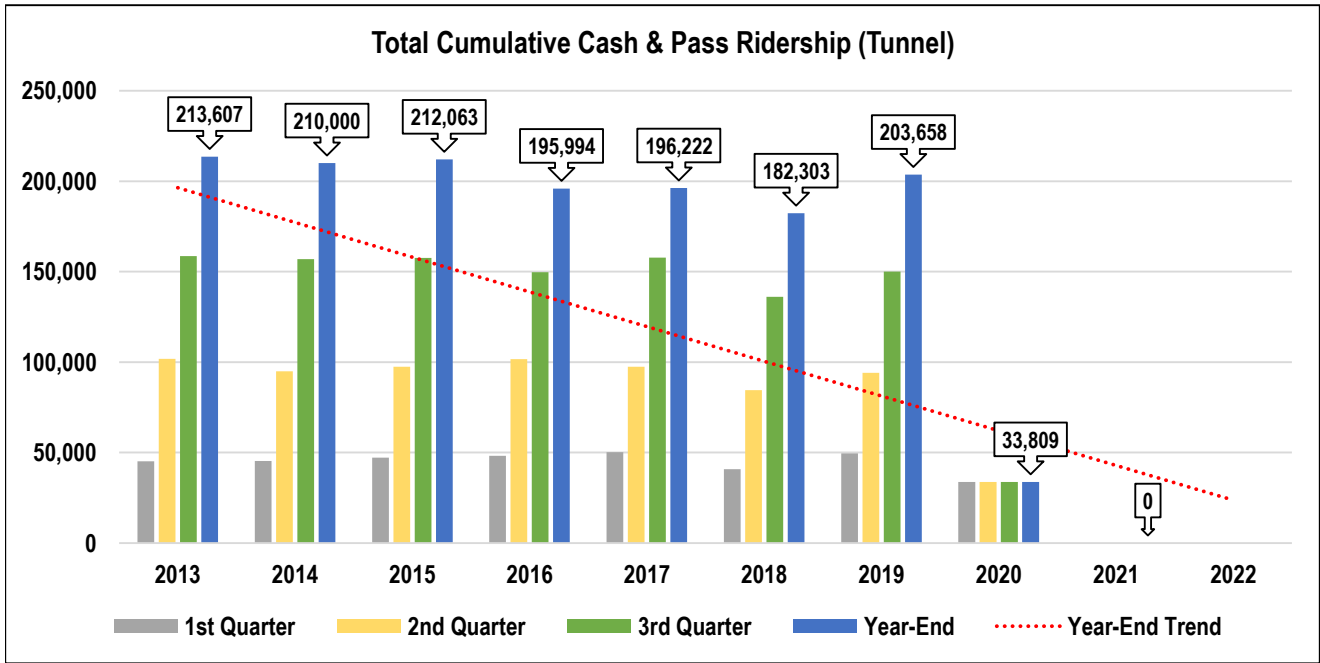
PUBLIC WORKS



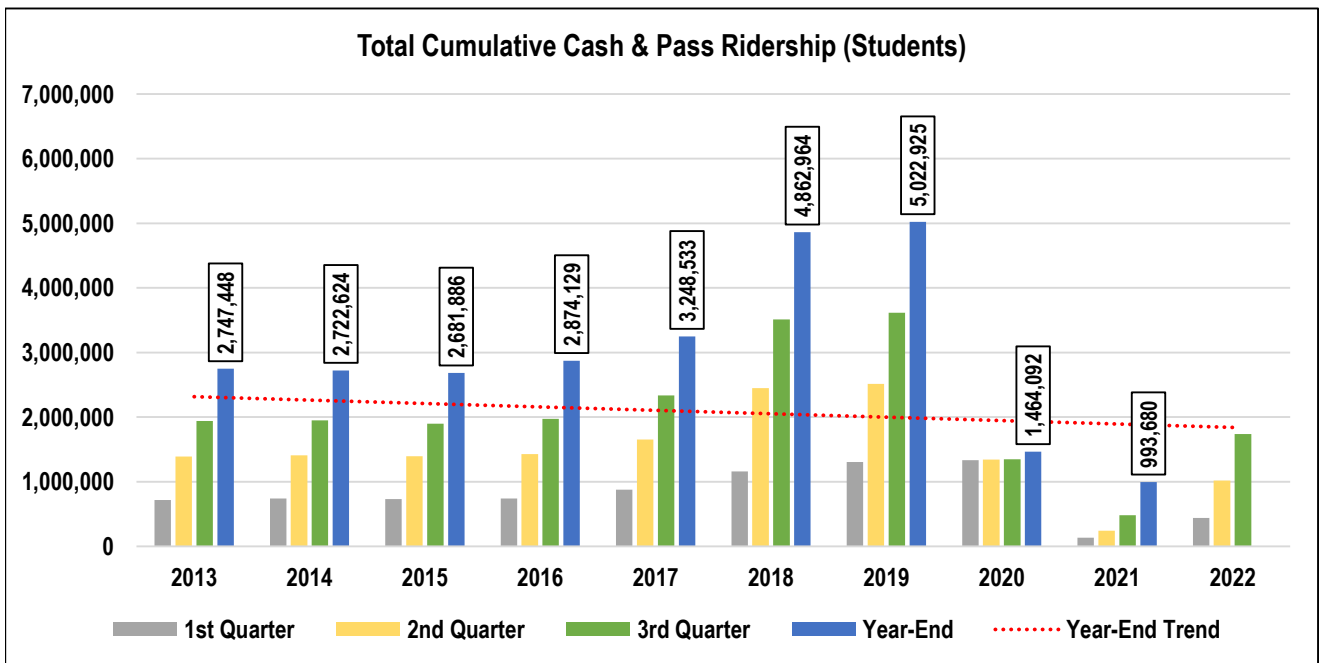
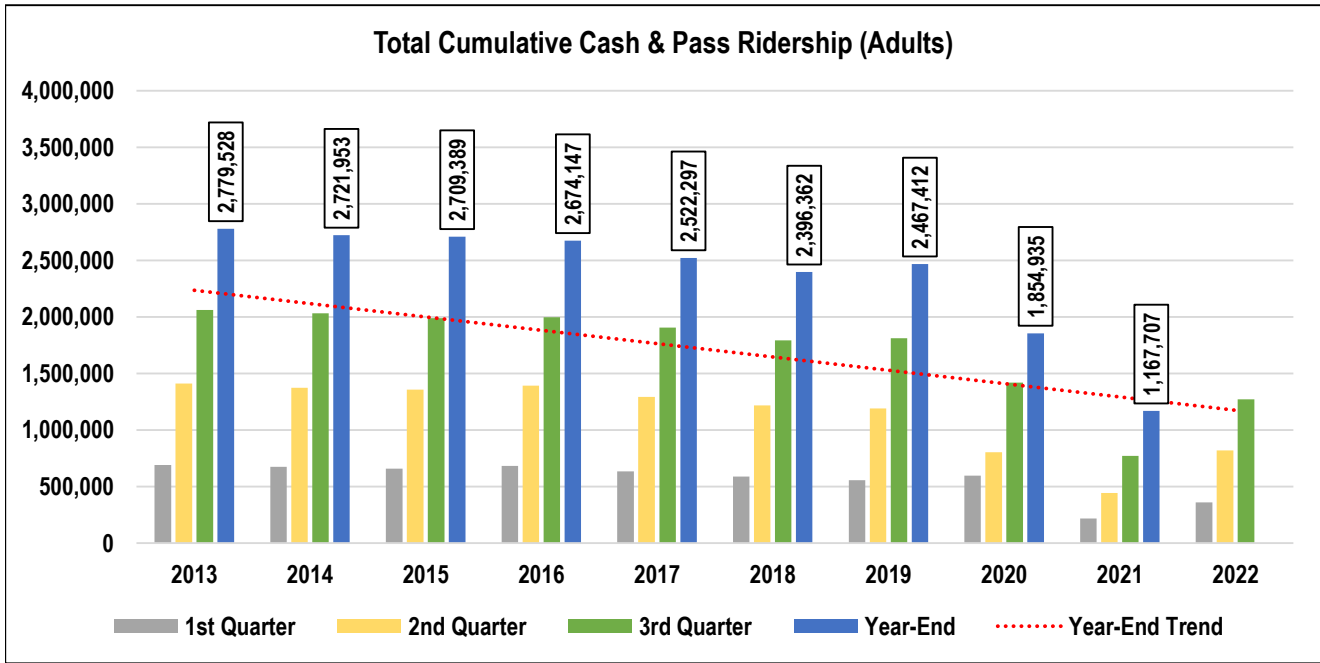
PUBLIC WORKS



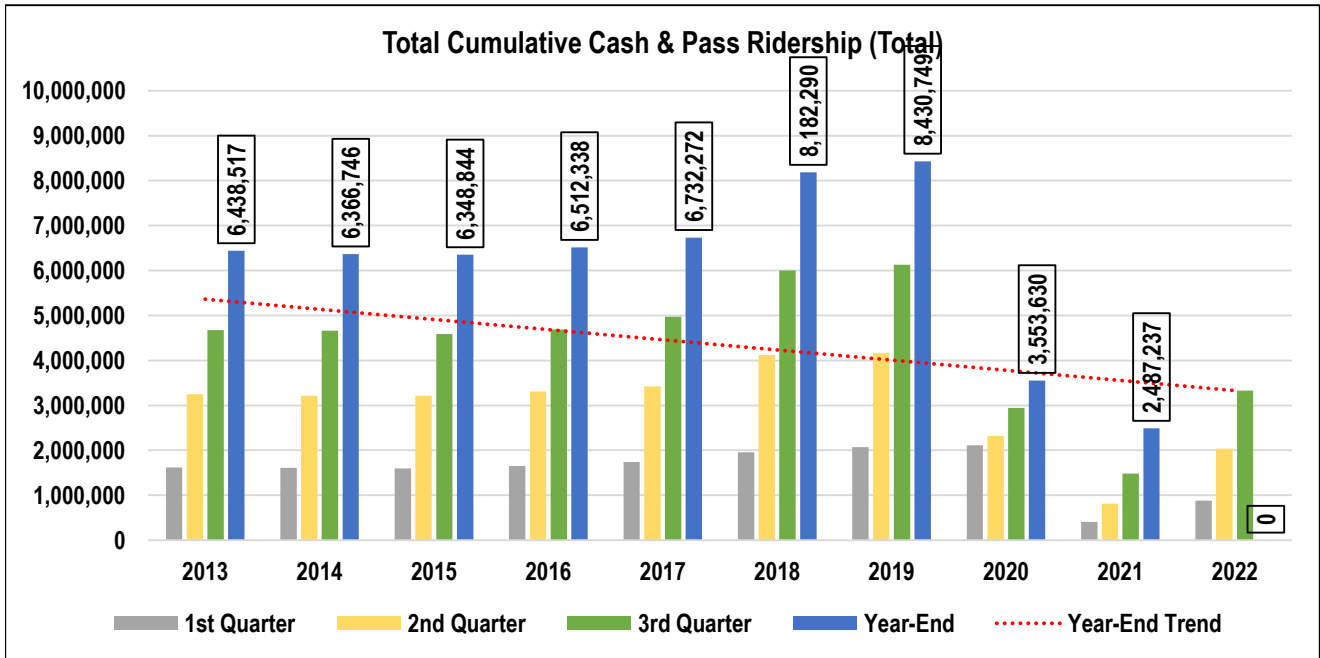
TRANSIT WINDSOR



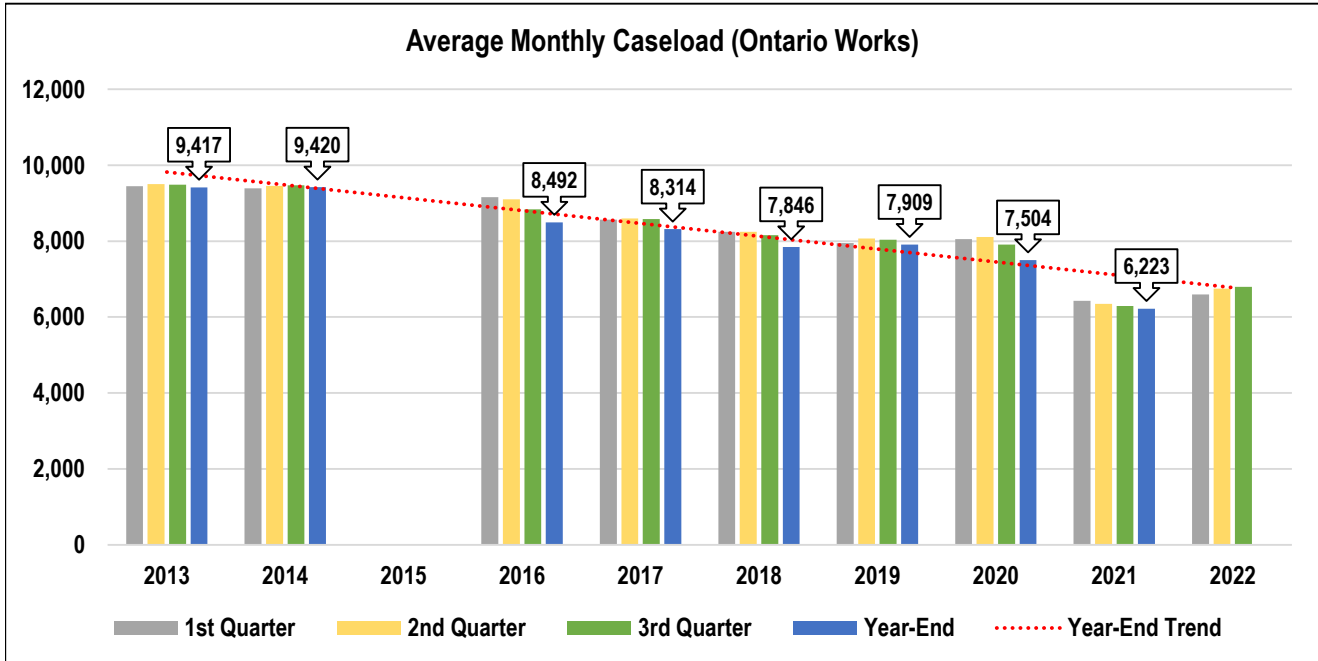
TRANSIT WINDSOR



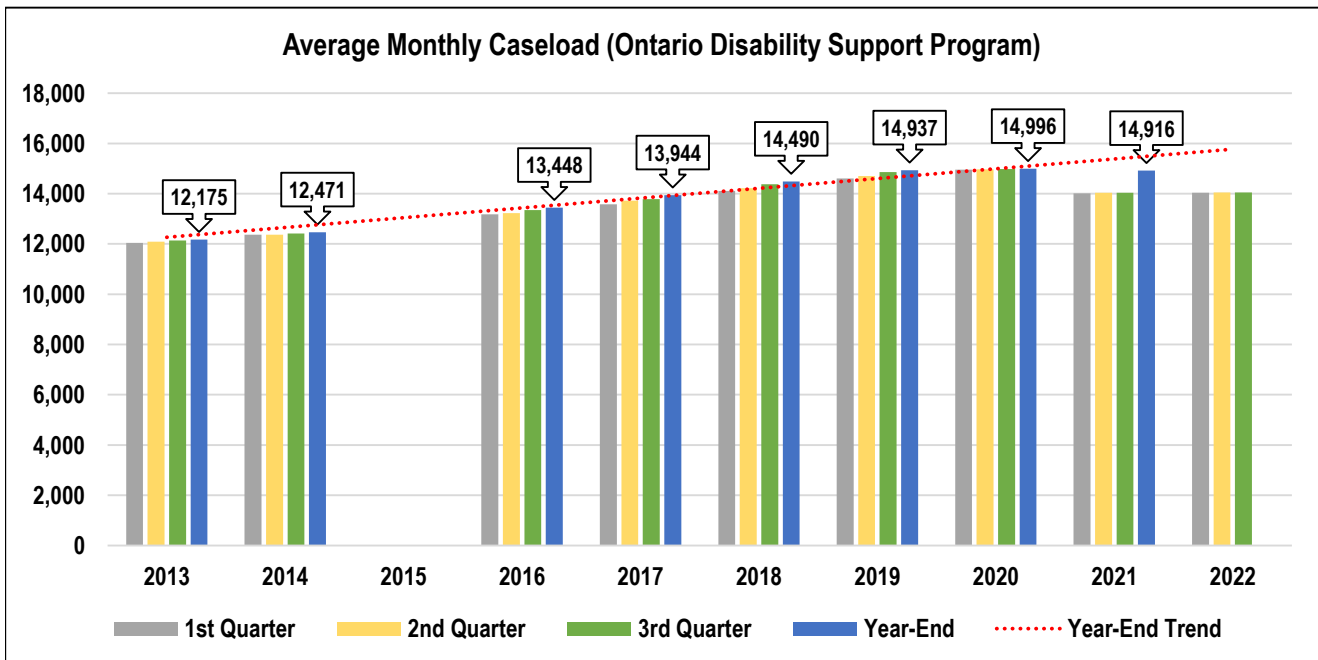
TRANSIT WINDSOR



EMPLOYMENT & SOCIAL SERVICES

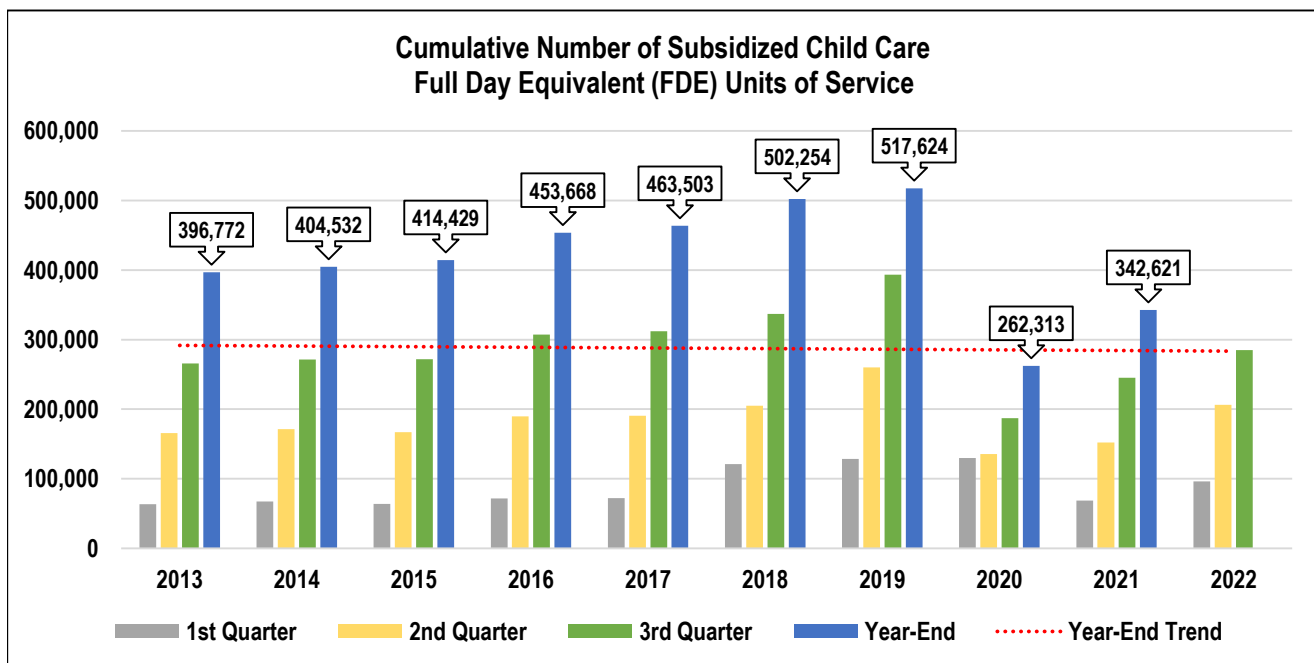
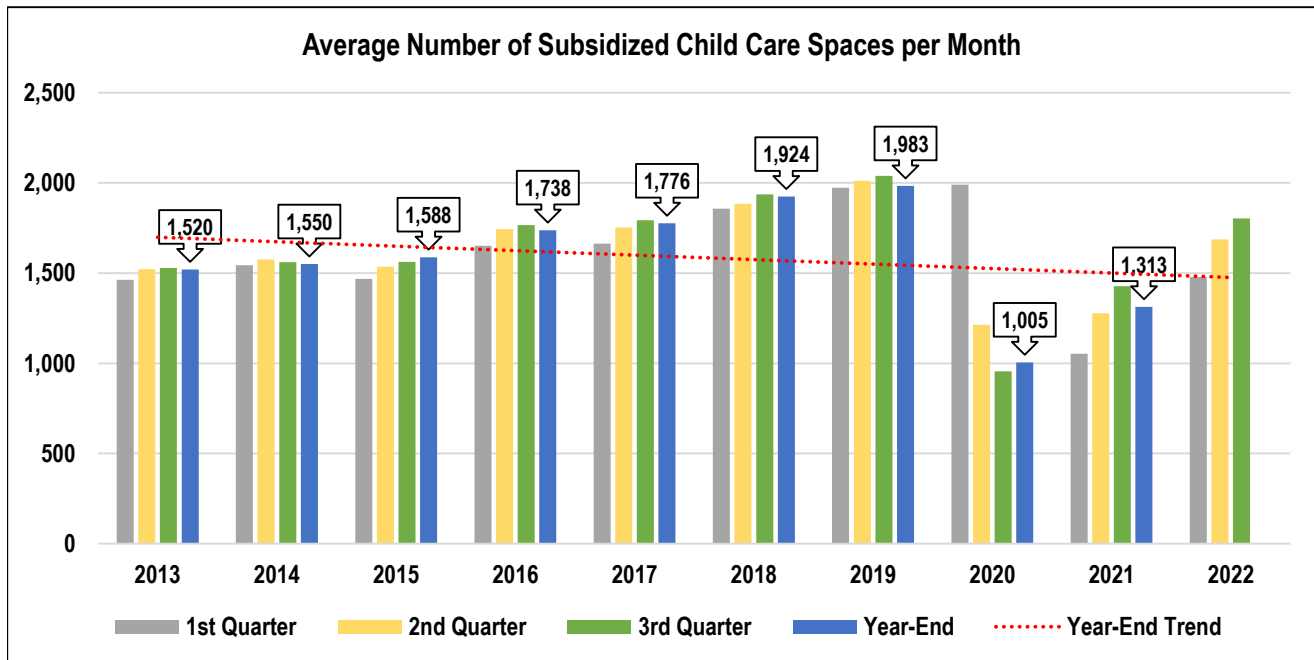


Please note that due to the Provincial OW database change in October 2014, 2015 OW caseload figures are not directly comparable to previous years as the methodology used to calculate the caseload has also changed.

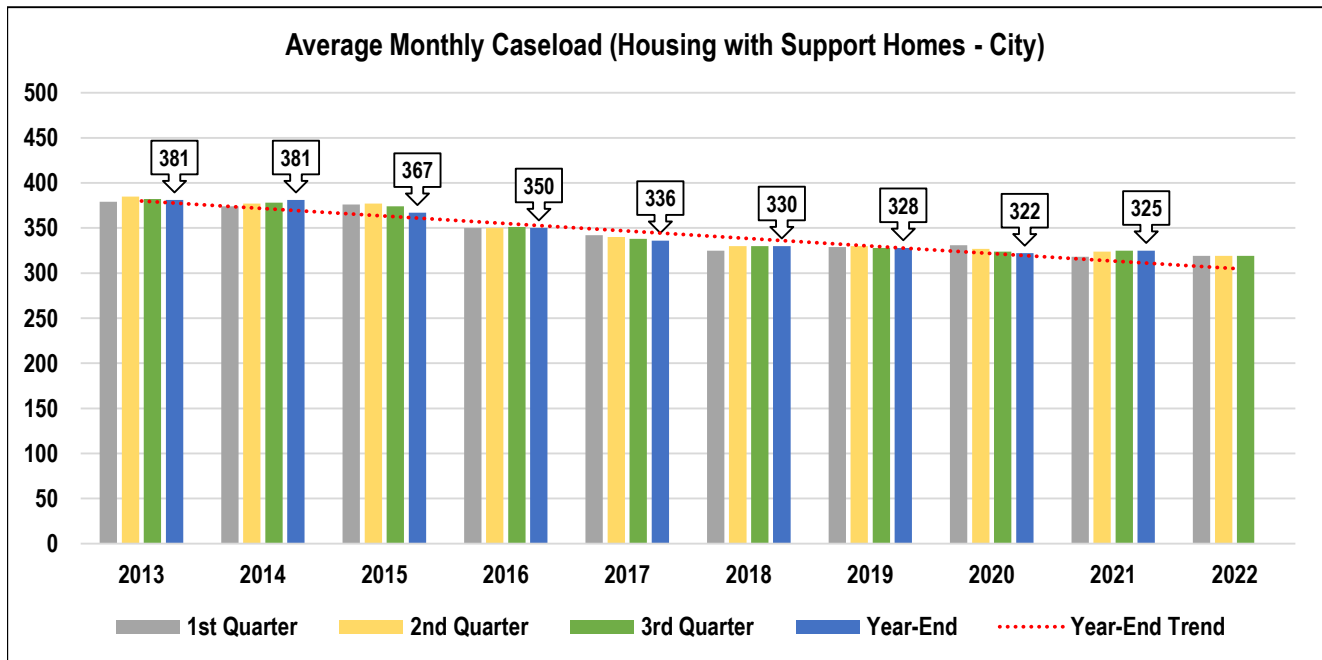


Please note that due to the Provincial ODSP database change in October 2014, 2015 ODSP caseload figures are not directly comparable to previous years as the methodology used to calculate the caseload has also changed.

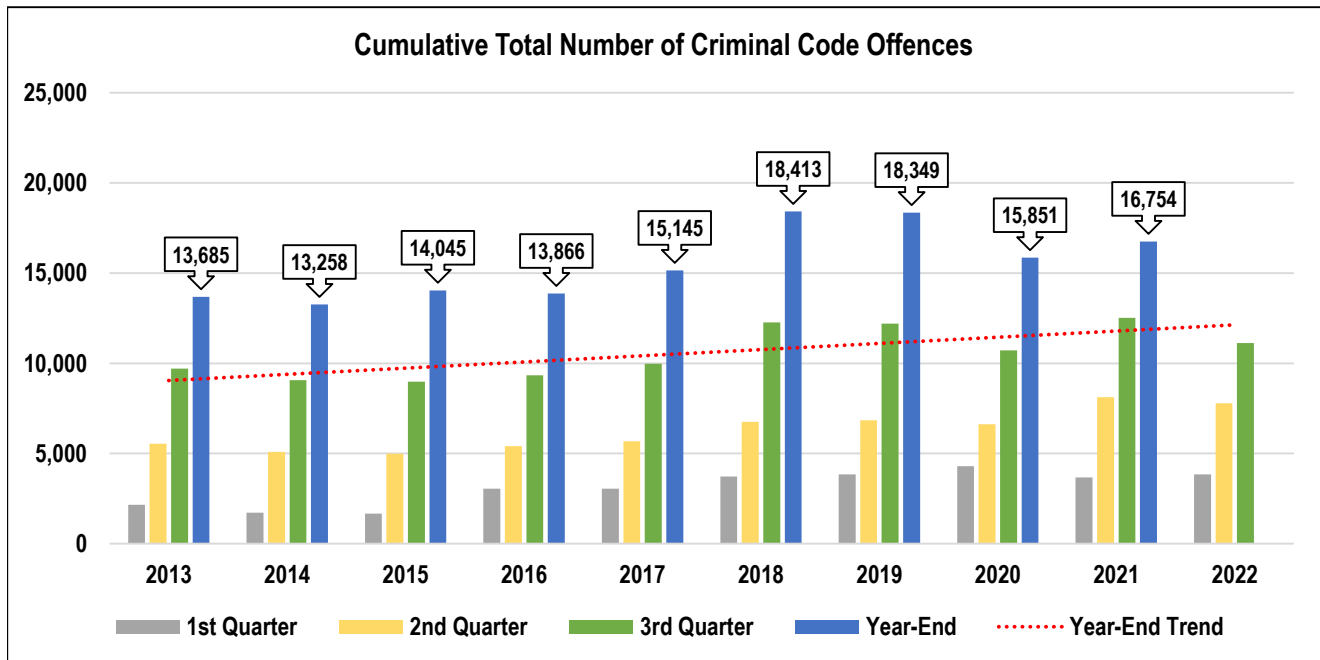
HOUSING & CHILDREN SERVICES



HOUSING & CHILDREN SERVICES



WINDSOR POLICE SERVICES





Committee Matters: SCM 287/2022

Subject: Zoning Bylaw Amendment Site specific regulations for Multiple Dwelling – Farhi Holding Corporation -Z 017-22 [ZNG6760] 0 Riverside Dr W, S/W corner of Riverside Dr W & Janette Ave- Ward 3

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: **DHSC 430**

THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lot 1, Block A, Plan 76 & Part of Lot 77 Concession 1 & Part of Closed Alley, Parts 1, 2 and 3 12R-9686 in the City of Windsor, known municipally as 0 Riverside Drive (Roll # 040-110-01200) by adding a site specific exception to Section 20(1) as follows:

Southwest corner of Riverside Drive West and Janette Avenue

For the lands comprising of Lot 1, Block A, Plan 76 & Part of Lot 77 Concession 1 & Part of Closed Alley in the City of Windsor, a Multiple Dwelling shall be an additional permitted use and shall be subject to the applicable provisions in Section 16.1.5, except for the following site specific regulations:

Building Height: Maximum - 85.5 metres

Amenity Area: Minimum - 1.59 m² per unit

[ZDM 3; ZNG/6760]; and further,

THAT the developer/proponent **BE REQUESTED** to meet with area residents informally to discuss their concerns prior to this application moving forward to City Council.

Carried.

Councillor Gill voting nay.

Report Number: S 114/2022
Clerk's File: Z/14427

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are **not** the same.
2. Please refer to Item 7.2. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: Zoning Bylaw Amendment – Farhi Holding Corporation – for a property located at the Southwest corner of Riverside Dr W & Janette Ave - Z 017-22 [ZNG6760] - Ward 3

Reference:

Date to Council: October 3, 2022
Author: Jim Abbs, MCIP, RPP
Senior Planner
255-6543 x6317
jabbs@citywindsor.ca

Planning & Building Services
Report Date: September 13, 2022
Clerk's File #: Z/14427

To: Mayor and Members of City Council

Recommendation:

THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lot 1, Block A, Plan 76 & Part of Lot 77 Concession 1 & Part of Closed Alley, Parts 1, 2 and 3 12R-9686 in the City of Windsor, known municipally as 0 Riverside Drive (Roll # 040-110-01200) by adding a site specific exception to Section 20(1) as follows:

Southwest corner of Riverside Drive West and Janette Avenue

For the lands comprising of Lot 1, Block A, Plan 76 & Part of Lot 77 Concession 1 & Part of Closed Alley in the City of Windsor, a Multiple Dwelling shall be an additional permitted use and shall be subject to the applicable provisions in Section 16.1.5, except for the following site specific regulations:

Building Height: Maximum - 85.5 metres

Amenity Area: Minimum - 1.59 m² per unit

[ZDM 3; ZNG/6760]

Executive Summary:

N/A

Background:

Application Information:

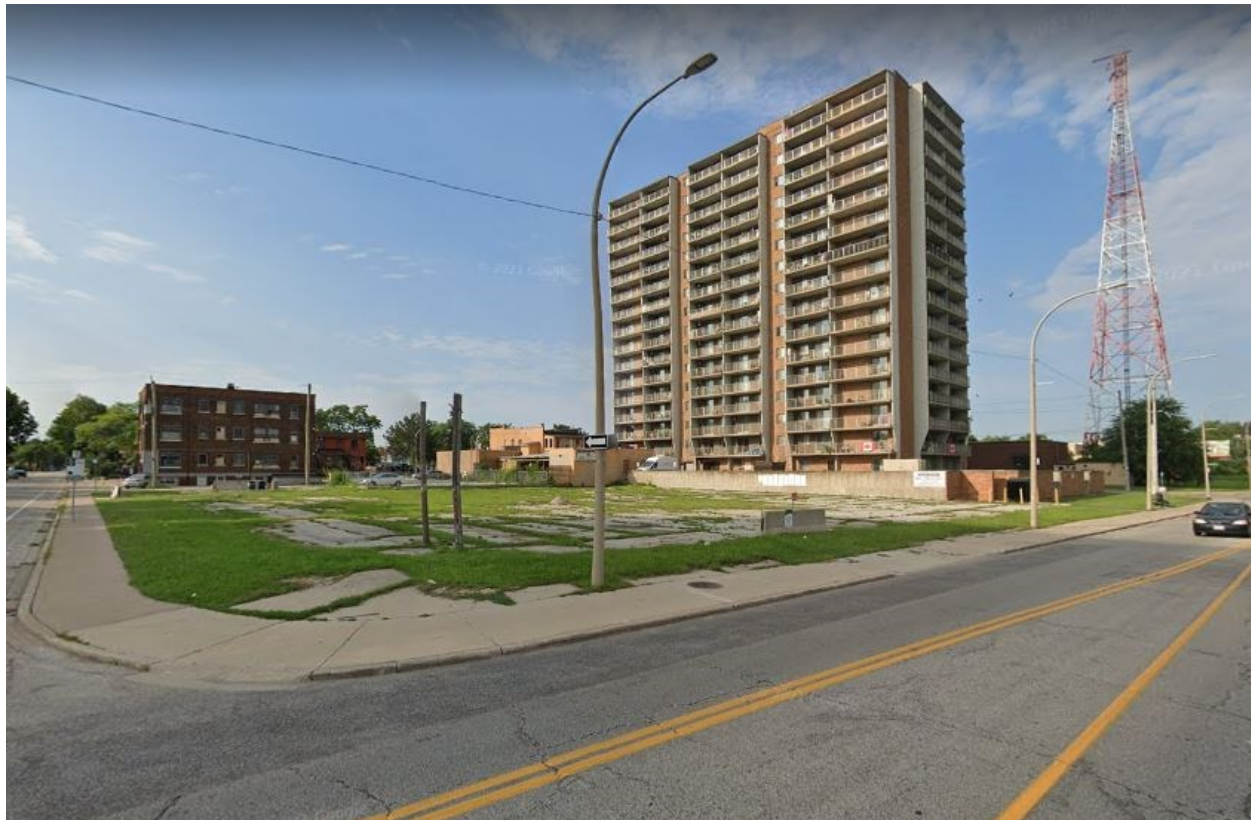
Location: 0 Riverside Dr W at Janette Ave. Ward: 3

Planning District: 01 – City Centre ZDM: 3

Owner: Richmond Block London Corporation (Shmuel Farhi)

Agent: Dillon Consulting Limited (Zoe Sotirakos)

The site is currently vacant, except for cement blockades in front of existing curb cuts to limit vehicular access. There are some remnants of surface paving across the site.



Subject Site, looking southwest from Riverside Drive



Subject Site, looking southeast from Riverside Drive



KEY MAP - Z-017/22, ZNG-6760



● SUBJECT LANDS

APPLICANT: FARHI HOLDINGS CORPORATION

ADDRESS: 0 RIVERSIDE DRIVE WEST

Site Information:

Official Plan	Zoning	Current Use	Previous Use
Mixed Use (Very High) (Schedule "E" - City Centre)	Commercial District CD3.1	Vacant Parking Lot	Parking Lot
Lot Depth	Lot width	Area	Shape
+/- 48 m	+/- 45 m	2,244m ²	rectangular
All measurements are for the entire parcel and are approximate.			

Neighbourhood Characteristics:

Surrounding Land Uses:

North -Riverside Drive West, Caron Ave Pumping Station, Caron Ave Pumping Station Park, Steamboat Wharf (park), access to the Riverfront Trail network, and the Detroit River.

South - Janette Avenue, office uses, personal service uses, retail uses, low-rise residential, and parking lots.

East - Waterpark Place Condominiums, a Spa, Art Gallery of Windsor, Vision Corridor (park), Adventure Bay Family Water Park, LCBO, restaurants, retail establishments, hotels, and the Windsor International Transit Centre.

West - Dieppe Tower (high-rise residential), CBC Windsor building and tower, a low-rise residential building, and a parking lot



NEIGHBOURHOOD MAP - Z-017/22, ZNG-6760



SUBJECT LANDS

APPLICANT: FARHI HOLDINGS CORPORATION

ADDRESS: 0 RIVERSIDE DRIVE WEST

Discussion:

Planning Analysis:

Provincial Policy Statement (PPS) 2020:

The Provincial Policy Statement, (PPS) 2020 provides direction on matters of provincial interest related to land use planning and development and sets the policy foundation for regulating the development and use of land in Ontario.

The zoning bylaw amendment would result in a development on a former Industrial site that was previously vacant and underutilized This is consistent with the Provincial Policy Statement in that the development promotes the efficient use of existing land, promotes

cost-effective development patterns and standards to minimize land consumption and servicing costs. Related to this direction, the PPS states:

- “1.1.1(b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs”
- e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;”

The requested Multiple Dwelling development promotes cost-effective development by redeveloping an under-utilized vacant site. Allowing the proposed zoning bylaw amendment in this location contributes to minimizing land consumption and servicing costs by using a site that already has available infrastructure in the immediate area.

The PPS also states:

- “1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 20 years.”

The PPS requires that land be available to diversify developments to meet the future needs of the community. The zoning by-law amendment is consistent with that requirement by accommodating new residential construction on lands designated for that purpose.

The PPS also states:

- “1.4.1 To provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:
 - a. maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and
 - b. maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.”

The requested zoning bylaw amendment is consistent with the PPS in that the lands have already been the subject of intensification efforts though the previous Official Plan Amendment and Zoning Bylaw amendment and the further intensification of the use of the site will provide additional “appropriate range and mix of housing types and densities”.

“1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- a. permitting and facilitating:
 1. all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements; and
 2. all forms of residential intensification, including second units, and redevelopment in accordance with policy 1.1.3.3;
- b. directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- c. promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;”

Approving the zoning by-law amendment would support residential development using the infrastructure that is already in place, instead of requiring more expenditure on new infrastructure in a greenfield setting. In terms of supporting active transportation and transit, the site of the proposed zoning amendment is directly served by Transit Windsor on Riverside and is within a 350m of the downtown bus terminal.

The proposed development is consistent with the PPS in that it promotes compact and transit supportive forms of development. As well, this development will help to support the provision of a range of housing types in this area.

The development site is within the City Centre area and is close various commercial recreational, institutional amenities.

The site is also very near to transit corridors, which provides a range of travel options for the residents. The density of the development may help support the transit options that currently exist in this area.

Official Plan:

The City of Windsor Official Plan currently designates the site Mixed Use (City Centre). The use of the site for multiple unit dwellings on the site is permitted within the Mixed Use (City Centre) designation. The proposed development is consistent with the following goals and objectives of the City of Windsor Official Plan.

Goal 6.1.1 is to achieve safe, caring and diverse neighbourhoods. Goal 6.1.2 seeks environmentally sustainable urban development. Goal 6.1.3 promotes housing suited to the needs of Windsor’s residents. Goal 6.1.10 is to achieve pedestrian oriented clusters of residential, commercial, employment and institutional uses.

Objective 6.11.3.1 (d) indicates that development in areas identified VH should be greater than 14 storeys in height. The proposed zoning amendment would facilitate a development that conforms to this objective.

Objective 6.11.4.1 supports Residential uses, other than Low Profile Housing in the Mixed Use “very high” (VH) – City Centre designation, therefore the zoning bylaw amendment to permit a Multiple Dwelling conforms to the Official Plan.

The proposed development will help to support a diverse neighbourhood that represents a sustainable community and will provide housing that is in demand. The proposed development will help to encourage a pedestrian orientated cluster of residential, commercial and employment uses. The proposed residential development represents a complementary and compact form of housing and intensification that is near sources of transportation.

Zoning By-Law:

The subject site is currently zoned Commercial District 3.1 (CD3.1) in the City of Windsor Zoning By-law 8600. The current zoning does not permit a multiple dwelling, as such the proposed development requires a Major Zoning By-law Amendment for a site specific CD3.1 zone to allow the addition of permitted use to include “multiple dwelling”. As well the applicant is requesting that specific regulations be applied to the site.

Applicant’s Request:

To facilitate the proposed development the following site-specific regulations were requested by the applicant.

- Maximum Height of 85.5 metres;
- Minimum Amenity Area of 1.59 m² per unit;
- Minimum Tower Separation Distance of 14 metres;
- Minimum Parking Rate of 1.31 spaces per unit; and
- Minimum Lot frontage of 44 metres.

The following section outlines how these regulations have been resolved.

Proposed Use:

Currently, the CD3.1 zone category does not permit a Multiple Dwelling building, however, the CD3.1 zone category does permit a Combined Use Building which would contain at least one residential unit and at least one commercial unit. Since the proposed building may not contain at least one commercial unit the applicant proposes that the Multiple Dwelling use be added as an additional permitted use. As outlined in the Official Plan section of this report, the use of the site for multiple unit dwellings on the site is permitted within the Mixed Use (City Centre) designation and would be appropriate in this location.

Specific Regulations:

Building Height

The site is designated Mixed Use - VH (Very High) in the Official Plan. Section 6.11.3.1 (d) states that development in this area should be higher than 14 storeys. The proposed 85.5 m height would provide for a building greater than 14 storeys in height (28 storeys proposed). The height would conform to objective 6.11.4.1 of the Official Plan, and would be consistent with building heights expected in the Central Business District.

Amenity Area

While the development will provide some amenity area for the future residents of the building, those residents will also have access to exceptional public space and facilities adjacent the subject site such as the series of riverfront parks. These parks are comprised of outdoor space that residents can use along the Detroit River waterfront and are connected to the larger park system in the City via the Riverfront Trail network. Future residents will be able to use the Riverfront Trail to access other nearby parks and green spaces for amenity purposes. To the east of the Subject Site is the Vision Corridor Park which will also provide an outdoor amenity area in close proximity for future residents to use. The proximity of the Subject Site to existing parkland and trail networks as well as the Windsor Art Gallery and Windsor Water World will supplement the amenity area available for each resident in the proposed Multiple Dwelling development.

Minimum Tower Separation Distance

There is no "Minimum Tower Separation Distance" requirement in the Bylaw 8600, therefore no change to the regulation is required.

Required Parking

As the proposed development includes 166 residential units, the residential component of the development requires 160 parking spaces. (Table 24.20.1.1 – Required Parking Spaces Central Business District) Given that 187 spaces are proposed to be located in a parking garage beneath the proposed building, this parking garage would be sufficient in providing the required on-site parking as per the requirement in Zoning By-law 8600. No change to the zoning bylaw is required to facilitate this phase of the development.

Minimum Lot Width

There is no minimum lot width requirement in the CD3.1 Zone category, therefore no change to the regulation is required.

Risk Analysis:

N/A

Climate Change Risks

Climate Change Mitigation:

The additional increase in the density of development on the site with access to existing bus routes and being close to commercial and community facilities will encourage the use of transit, walking and cycling as modes of transportation, thereby helping to minimize the City's carbon footprint.

Climate Change Adaptation:

The development proposal incorporates landscaping and building design elements to improve energy efficiency and increase resiliency of the development and surrounding area.

Financial Matters:

N/A

Consultations:

Comments received from municipal departments and external agencies are attached as Appendix "A" to this report. The site will be subject to site plan control. The applicant has submitted a Functional Servicing Study, as well as a Storm Water Management Plan that will be further vetted as part of the Site Plan Control Process.

Public Notice:

The statutory notice required under the Planning Act was provided in the Windsor Star. In addition, all properties within 120m (400 feet) of the subject parcel received courtesy notice by mail by the City Clerk prior to the Development & Heritage Standing Committee Meeting (DHSC) meeting.

Conclusion:

This site is located to take advantage of close by community facilities such as the existing parkland and trail networks as well as the Windsor Art Gallery and Windsor Water World, as well as nearby commercial enterprises. This project represents a well positioned compact form of high density development. The proposed use of this site as a development containing a Multiple Dwelling structure containing 166 units represents an efficient development that makes use of existing city services and infrastructure. The proposed development represents an appropriate residential use, adds to the range and mix of uses and is not know to cause any environmental or public health and safety concerns. This development is consistent with the Provincial Policy Statement.

The proposed Multiple Dwelling represents a housing type and density that meets the requirements of current and future residents. It is anticipated to provide a positive contribution to the social, health and well-being of current and future residents.

Furthermore, it represents a form of residential intensification, is set in a location with access to infrastructure, public service facilities, and is close to commercial land uses.

The proposed zoning by-law amendment is consistent the PPS, with the policy direction of the City of Windsor Official Plan, is compatible with existing and permitted uses in the surrounding neighbourhood and constitutes good planning.

Planning Act Matters:

I concur with the above comments and opinion of the Registered Professional Planner.

Michael Cooke, Manager, Planning Policy/Deputy City Planner

Thom Hunt, City Planner

I am not a registered Planner and have reviewed as a Corporate Team Leader

JP OC

Approvals:

Name	Title
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development and Innovation
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email
Dillon Consulting Limited (Zoe Sotirakos)	51 Breithaupt Street, Suite 200, Kitchener, ON, N8W 5K8	zsotirakos@dillon.ca
Farhi Holdings Corporation (Shmuel Farhi)	620 Richmond Street, Suite 201, London ON N6A 5J9	farhi@fhc.ca
Ward 3 Councillor Bortolin		

Appendices:

- 1 Appendix A - Comments

COMMENTS

Jennifer Nantais – Environmental & Sustainability Coordinator

The Environmental Sustainability & Climate Change would like to request an energy strategy. Terms of reference and comments attached.

In response to the application for a zoning amendment there are no objections. Please also note the following comments for consideration:

Energy Conservation, Air Quality and Climate Change:

Please note PPS 2020 energy conservation and efficiency policies as they relate to long-term economic prosperity (1.7.1 (j)), as well as improved air quality and reduced greenhouse gas emissions (1.8.1). In addition, the City of Windsor Community Energy Plan (approved July 17 2017) aims to improve energy efficiency; modifying land use planning; reducing energy consumption and greenhouse gas emissions; and fostering green energy solutions throughout Windsor, while supporting local economic development.

As per these policies the developer should consider energy efficiency in the building design. This may include but not be limited to increased insulation, energy efficient appliances and fixtures, high efficiency windows and doors.

EV Charging

Due to increased production and escalating demands, consideration for EV charging infrastructure and opportunities to increase resiliency such as providing strategic back-up power capacity is suggested.

The large scale paving of natural space will increase the urban heat island in the area. It is recommended that the developer consider shade trees, white colour roofs or green roofs to mitigate this impact. For more suggestions please consult the following resources: LEED, Built Green Canada, and EnerGuide.

To promote the use of active transportation, bike racks should be considered.

Landscaping

Consideration for shade trees are recommended to minimize the urban heat island impacts. Consideration of native, drought resistant plants is encouraged to limit watering requirements.

In addition, we encourage the developer to consider community gardening space for residents. Local, sustainable food production is very popular in Windsor.

Wildlife

In order to reduce the risk of bird/window collisions, consideration of preventative window treatments is recommended. See the [FLAP Canada](#) resource page for details.

Jason Scott – Transit Windsor

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Dominion 5 and Central 3 West. The Central 3 West will be eliminated in September of 2022. The closest existing bus stop to this property is located on Riverside at Caron Southeast Corner almost directly adjacent to this property providing excellent transit service to this development. The Windsor International Transit Terminal located on Church, Pitt, and Chatham is approximately 350 metres from this property falling within our 400 metre walking distance guideline to a bus stop. The Terminal currently has 9 existing routes. Both the existing bus stop on Riverside at

Caron and number of routes at the Terminal will be maintained with our Council approved Transit Master Plan.

Barb Rusan – Building Department

The Building Code Act, Section 8.(1) requires that a building permit be issued by the Chief Building Official for construction or demolition of a building.

The building permit review process occurs after a development application receives approval and once a building permit application has been submitted to the Building Department and deemed a complete application.

Due to the limited Ontario Building Code related information received, review of the proposed project for compliance to the Ontario Building Code has not yet been conducted.

It is strongly recommended that the owner and/or applicant contact the Building Department to determine building permit needs for the proposed project prior to building permit submission.

The City of Windsor Building Department can be reach by phoning 519-255-6267 or, through email at buildingdept@citywindsor.ca

In addition to the above, a Record of Site Condition, registered on file with the Ministry, is a pre-requisite to Building Permit issuance for the proposed change to a more sensitive use.

Stefan Fediuk – Landscape Architect

Pursuant to the application for a zoning amendment (**Z-017/22**) to permit site specific regulations on the subject, that increase building height, reduce the required amenity area, reduce minimum building separation, parking requirements, and lot frontage, please note no objections from a landscape architectural perspective. Please also note the following comments:

Zoning Provisions for Parking Setback:

As Riverside Drive is designated as a Scenic Drive and a Civic Way (O.P. Schedule F; 8.11.2.12), It is important that the landscape area along Riverside be increased to accommodate trees and shrubs to buffer the view of the structure and parking lot from the drive and the regionally significant parkland immediately north of the subject site.

It is strongly recommended that a site-specific zoning provision be included in conjunction with the amendment, specifying a minimum 3.0m for teh building and 6.0 m landscape setback for parking areas from Riverside Dr West. (see Urban Design comments below for rationale)

Urban Design:

A 6m setback to the surface parking area on the southeast corner of Janette Avenue and Riverside Drive would provide the necessary buffer between the Scenic Drive to be compliant with the various policies found in the Official Plan. Section 8 Urban design of the Official Plan including subsections; 8.2 The Image of Windsor, 8.3 Design for People, 8.9 Views and Vistas, 8.11 Streetscape (specifically 8.11.2.12 Civic Ways and 8.11.2.19 and 8.11.2.20 screening and scale of surface parking areas).

In order to accommodate the above referenced setback, it is recommended that the applicant consider a parking structure setback from Riverside Drive with a cross walk between upper floors and decks of the parking structure to reduce the requirement of closing part of Janette Avenue. The linear character of the streets in the downtown of Windsor are strongly linked to heritage of the city's development dating back to the time of the first European settlements by the French

farmers of South Detroit. Closures former ribbon streets from Riverside drive should only be considered if absolutely necessary for safety concerns.

Tree Preservation:

N/A

Parkland Dedication:

All requirements will be determined at the time a Site Plan application is received.

Shannon Mills – Engineering & ROW

The subject lands are located at 0 Riverside Drive west at Janette Avenue. The applicant is proposing to construct a 28-storey, 166 dwelling unit residential development with 258 parking spaces. The lands are currently designated Commercial by the City of Windsor Official Plan and zoned Commercial District 3.1 (CD3.1) by Zoning By-Law 8600. The applicant is requesting an amendment to Zoning By-Law 8600 with site-specific provisions to allow for multiple dwelling (only residential) as a permitted use. Additionally, site-specific zoning provisions for maximum height, minimum amenity area, tower separation distance, a reduced parking rate and minimum lot frontage are requested.

SEWERS – This site may be serviced by a 450x600mm diameter combined sewer on Riverside Drive West and Janette Avenue. The applicant is proposing to close a portion of Janette Avenue and re-route the existing sewer, a sewer servicing study is required to demonstrate that there is adequate capacity in the municipal network. It must be demonstrated that no negative impacts will be realized by existing areas adjacent to the proposed development. This study must be completed in accordance with the City of Windsor Development Manual and the Windsor/Essex Region Stormwater Management Standards Manual. Approved site servicing drawing(s), lot grading plan(s), and a stormwater management plan are required. A servicing agreement is required to construct the proposed new municipal sewers and cul-de-sac on Janette Ave north of Pitt St. W.

RIGHT-OF-WAY – The Official Plan classifies Riverside Drive East as a Scenic Parkway. An Environmental Assessment for the Riverside Drive Vista Improvement Project does not identify any conveyances required along the frontage of this property. Schedule X of the Official Plan classifies Janette Avenue as a Local Road, requiring a right-of-way width of 20.0m. The current right-of-way width is sufficient. If Janette Avenue is not closed, 4.6x4.6 meter corner cut-offs will be required at intersection of Riverside Drive West & Janette Avenue.

More details are required on the proposed road closure; existing services in the Right-of-Way require consultation. The closure area should be for the extent of the subject property frontage only as there are two alleys south of the subject lands that must remain open to provide parking access to adjacent properties on Janette Avenue. A cul-de-sac will be required south of the road closure area to provide turn around access and driveway approaches for the alleys and subject land. Construction of the cul-de-sac shall be included as a part of the servicing agreement.

Driveways are to be constructed as per AS-221 or AS-222, complete with straight flares and no raised curbs within the right-of-way. Redundant curb cuts and sidewalks shall be removed and restored in accordance with City Standards to the satisfaction of the City Engineer. A Street Opening permit will be required for any work in the right-of-way.

In summary we have no objection to the proposed rezoning, subject to the following requirements (requirements will be enforced at the time of Site Plan Control):

Site Plan Control Agreement - The applicant enters into an agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Servicing Study – The owner agrees, at its own expense, to retain a Consulting Engineer to provide a detailed servicing study report on the impact of the increased flow to the existing municipal sewer system, satisfactory in content to the City Engineer and prior to the issuance of a construction permit. The study shall review the proposed impact and recommend mitigating measures and implementation of those measures.

Servicing Agreement – The owner shall enter into a servicing agreement with the Corporation, to supply, construct and install storm and sanitary sewer at its own expense, in accordance with the manner, location and design to be approved by the City Commissioner of Infrastructure Services. Prior to the issuance of a construction permit, the owner shall ensure that:

1. The servicing agreement between the owner and the Corporation for servicing of the surrounding lands, has been signed by all parties, and registered on the lands, and
2. All necessary bonding and insurance has been approved by the Manager of Risk Management

Tracy Tang – Heritage Planning

Supporting information required:

- Final Stage 1 & 2 Archaeological Assessment; and
- Entered Into Register Letter from the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries.

Built Heritage

The subject lands are located adjacent to properties listed on the Windsor Municipal Heritage Register, including the following:

- 147 Janette Ave - Wilshire Apartments - c1926 - Three storey brick - Core
- 552-54 Pitt St W - Billings Apartments / Commercial - c1910s - Three-storey brick with shaped concrete blocks on side, commercial first floor - Core
- 570 Pitt St W - House / Commercial - c1914 - One-and-one-half storey, added front - Core
- 594 Pitt St W – House - c1914 - One-and-one-half storey brick - Core

The conceptual plans appear to be designed in podium style with the taller massing proposed away from these lower density heritage resources.

The proposed street closure of Janette will eradicate the continuity of the historical street patterns of ribbon farms that are characteristic of Windsor's historical land development. The street closure is not recommended and should be redesigned to allow for continuity of the north-south street.

Archaeology

The subject property is located within an area of high archaeological potential. A report titled "**Stage 1-2 Archaeological Assessment of Riverside Drive West & Janette Avenue in part of Lot 77 & 78, Concession 1 Petite Cote, Township of Sandwich, Now City of Windsor, Essex County, Ontario**" was received in the rezoning materials package. However, we require the final Stage 1 & 2 Archaeological Assessment report along with the Entered Into Register Letter from the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries for review. Please provide these two materials in future re-submission packages.

Sherif Barsom – Parks D&D

Parks Development has no comments for the above mentioned Liaison.

Shannon Deehan – Transportation Planning

- Riverside Dr W is classified as a Scenic Parkway with a required right-of-way width of 24 meters per the Official Plan. The existing right-of-way width is insufficient, however, a conveyance is not requested as part of the Riverside Drive Vista Improvement Project EA.
- Janette Ave is classified as a Class I Collector with a required right-of-way width of 21.3 meters per Schedule X of the Official Plan. The existing right-of-way is sufficient, therefore, no conveyance is required.
- A TIS has been received for the application and still needs to be reviewed. Comments will be provided once reviewed.
- All parking must comply with Zoning By-Law 8600.
- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings.
 - o Driveway must comply with AS-203 and AS-204, straight flares only.
 - o The applicant will be responsible for removing any redundant curb cuts and accesses along the Riverside Dr W and Janette Ave frontage.
- All exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).
- A corner cut-off of 4.6 meters is required at the corner of Janette Ave and Riverside Dr W.
- More information is required on the proposed road closure.
 - o Janette Ave must remain open up to the southern property line of the subject property so that the properties to the south still have access.
 - o At the point where the road will be closed, there must be a turning blub at the property line of the development for people to turn around that are not entering the development.
- Appropriate signage must be identified and will be required based on the road closure for this development. Traffic Operations to be consulted on placement of the signage within the right-of-way at Site Plan Control, and signage will be placed and maintained at the applicant's expense.

Enwin

HYDRO ENGINEERING: No Objection, however, ENWIN has existing overhead 16,000-volt primary hydro distribution pole line in the alley along the south side of the property. Proposed building(s) must have adequate clearance requirements from this line.

We recommend referring to the Occupational Health & Safety Act for minimum safe limits of approach during construction and the Ontario Building Code for adequate clearance requirements for New Buildings.

WATER ENGINEERING: Water Engineering has no objections to the rezoning. The closing of Janette from Riverside to Pitt will require the abandonment of a 300mm watermain and should be

replaced by the developer by installing a 300mm watermain on Bruce Avenue from Riverside to Pitt to compensate.



Committee Matters: SCM 288/2022

Subject: Zoning By-law Amendment Application for property known as 1247 - 1271 Riverside Dr. E., at the S/W corner of Hall and Riverside Dr. E; Applicant: St. Clair Rhodes Development Corporation; File No. Z-044/21, ZNG/6633; Ward 4.

Moved by: Councillor Holt
Seconded by: Councillor Sleiman

Decision Number: **DHSC 431**

- I. THAT Zoning By-law 8600 **BE AMENDED** for the lands located on the southwest corner of Riverside Drive East and Hall Avenue, described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], by amending the existing site specific provision s.20(1)310 to include a “*Multiple Dwelling with five or more dwelling units*” as an additional permitted use, subject to the provisions noted in Recommendation II below;

- II. THAT special provision **S.20(1)310** for the lands located on the southwest corner of Riverside Drive East and Hall Avenue, described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], **BE DELETED** and **BE REPLACED** with the following:

“310. SOUTHWEST CORNER OF RIVERSIDE DRIVE EAST AND HALL AVENUE

For the lands comprising part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], the following shall apply:

ADDITIONAL PERMITTED USES:

Multiple Dwelling with five or more dwelling units ^(New use)

Business Office

Business Office in a *Combined Use Building* with any of the uses permitted in Section 11.2.1, provided that all dwelling units, not including entrances thereto, are located entirely above a *business office*;

ADDITIONAL PROVISIONS FOR *BUSINESS OFFICE* & *BUSINESS OFFICE* IN A *COMBINED USE BUILDING*:

- .3 Lot Coverage – Total – maximum - 30.0%
- .4 Building Height – maximum - 14.0 m
- .8 Landscape Open Space Yard – minimum - 15% of *lot* area
- .20 Building Setback – minimum:
 - a) From the *exterior lot line* along Hall Avenue – 1.20 m; and 3.20 m for any part of the *building* above 8.0 m in height;
 - b) From the *exterior lot line* along Riverside Drive - 6.0 m; and 8.0 m for any part of the *building* above 8.0 m in height;
 - c) From an *interior lot line* – 15.0 m, for the area within 30.0 m from the Riverside Drive right-of-way; and 1.50 m for the remainder of the area;
 - d) From the *rear lot line* – 50.0 m;
- .50 *Parking spaces* shall be setback a minimum of 12.0 m from the south limit of Riverside Drive East right-of-way, and shall be screened from Riverside Drive East and adjacent dwellings.
- .55 The minimum parking area separation from the abutting north-south alley shall be 1.10 m.
- .90 A *parking space* is prohibited in any required *front yard*.
- .95 Vehicular access is prohibited along the Riverside Drive frontage and along the east-west alley abutting Hall Avenue situated at the most southerly limit of the subject land.

ADDITIONAL PROVISIONS FOR *MULTIPLE DWELLING* WITH FIVE OR MORE *DWELLING UNITS*: (New provisions)

- 1. The provisions in Section 20(1)310 that apply to a *Business Office* and a *Combined Use Building* shall also apply to a *multiple dwelling* with five or more *dwelling units*, save and except for s.20(1)310.3, s.20(1)310.4, s.20(1)310.8 and 20(1)310.20(d); and

2. The following additional provisions shall apply to a *multiple dwelling* with five or more *dwelling units*:

.2	Lot Area – minimum	- 93.0 m ² per unit
.3	Lot Coverage – maximum	- 35%
.4	Main Building Height – maximum	- 18.0 m
.8	Landscape Open Space Yard – minimum	- 35% of <i>lot</i> area
.20	Building setback from rear lot line - minimum	- 30.0 m

3. A scenery loft shall be an additional permitted facility on a *multiple dwelling* with five or more *dwelling units*, subject to the following:

- a. The “*Exceptions To Maximum Building Height Provisions*” shall not apply to a scenery loft on the subject land; and
- b. The Scenery Loft Provisions in section 5.35.5 of by-law 8600 shall not apply, save and except the requirement for a maximum height of 4.0 metres.

[ZDM 6; ZNG/4153; ZNG/5270; ZNG/6633]”

III. THAT the applicant’s request for site-specific provision to allow for a reduction in the required minimum building setback from 1.5m to 0.2m from an interior lot line **BE DENIED** for reasons noted in this report;

III. THAT the parcel described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], located on the southwest corner of Riverside Drive East and Hall Avenue **BE EXEMPT** from the provisions of section 45(1.3) of the *Planning Act*, provided the subject exemption excludes minor variance application(s) with the intent to achieve any of the following:

- a. Reduction in the required minimum building setbacks; and,

IV. THAT the Site Plan Approval Officer **BE DIRECTED** to incorporate the following requirements and other requirements found in Appendix B of this Report, in the Site Plan Approval process and the Site Plan Agreement for the proposed development on the subject land:

- 1) 4.6m x 4.6m corner cut-off at the corner of Hall Avenue and Riverside Dr. E.
 - 2) Storm Detention
 - 3) Sanitary Sampling Manhole
 - 4) Oil & Grit Separator
 - 5) Encroachment of existing concrete retaining wall (and footings) fronting Riverside Dr. E.
 - 6) Parkland dedication;
 - 7) A Record of Site Condition registered on file with the Ministry; and
 - 8) Canada Post requirements and guidelines for the proposed multi-unit development.
- V. THAT the developer/proponent **BE REQUESTED** to meet with area residents informally to discuss their concerns prior to this application moving forward to City Council.
- VI. THAT Administration **BE REQUESTED** to report back to City Council on the appropriateness of the installation of a pedestrian crossing on Riverside Drive, connecting Hall and the riverfront multi-use path.

Carried.

Report Number: S 116/2022
Clerk's File: Z/14294

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are **not** the same.
2. Please refer to Item 7.3. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

**Subject: Zoning By-law Amendment Application for 1247 -1271
Riverside Dr. E., at the S/W corner of Hall & Riverside Dr. E; Applicant:
St. Clair Rhodes Development Corporation; File No. Z-044/21, ZNG/6633;
Ward 4.**

Reference:

Date to Council: October 3, 2022
Author: Justina Nwaesei, MCIP, RPP
Senior Planner - Subdivisions
519-255-6543, ext. 6165
jnwaesei@citywindsor.ca

Planning & Building Services
Report Date: September 15, 2022
Clerk's File #: Z/14294

To: Mayor and Members of City Council

Recommendation:

- I. That Zoning By-law 8600 **BE AMENDED** for the lands located on the southwest corner of Riverside Drive East and Hall Avenue, described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], by amending the existing site specific provision s.20(1)310 to include a "*Multiple Dwelling* with five or more *dwelling units*" as an additional permitted use, subject to the provisions noted in Recommendation II below;
- II. That special provision **S.20(1)310** for the lands located on the southwest corner of Riverside Drive East and Hall Avenue, described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], **BE DELETED** and **BE REPLACED** with the following:

"310. SOUTHWEST CORNER OF RIVERSIDE DRIVE EAST AND HALL AVENUE

For the lands comprising part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], the following shall apply:

ADDITIONAL PERMITTED USES:

Multiple Dwelling with five or more *dwelling units* (New use)

Business Office

Business Office in a *Combined Use Building* with any of the uses permitted in Section 11.2.1, provided that all dwelling units, not including entrances thereto, are located entirely above a *business office*;

ADDITIONAL PROVISIONS FOR *BUSINESS OFFICE* & *BUSINESS OFFICE* IN A *COMBINED USE BUILDING*:

- .3 Lot Coverage - Total - maximum - 30.0%
- .4 Building Height – maximum - 14.0 m
- .8 Landscape Open Space Yard – minimum - 15% of *lot area*
- .20 Building Setback – minimum:
 - a) From the *exterior lot line* along Hall Avenue – 1.20 m; and 3.20 m for any part of the *building* above 8.0 m in height;
 - b) From the *exterior lot line* along Riverside Drive - 6.0 m; and 8.0 m for any part of the *building* above 8.0 m in height;
 - c) From an *interior lot line* – 15.0 m, for the area within 30.0 m from the Riverside Drive right-of-way; and 1.50 m for the remainder of the area;
 - d) From the *rear lot line* – 50.0 m;
- .50 *Parking spaces* shall be setback a minimum of 12.0 m from the south limit of Riverside Drive East right-of-way, and shall be screened from Riverside Drive East and adjacent dwellings.
- .55 The minimum parking area separation from the abutting north-south alley shall be 1.10 m.
- .90 A *parking space* is prohibited in any required *front yard*.
- .95 Vehicular access is prohibited along the Riverside Drive frontage and along the east-west alley abutting Hall Avenue situated at the most southerly limit of the subject land.

ADDITIONAL PROVISIONS FOR *MULTIPLE DWELLING WITH FIVE OR MORE DWELLING UNITS*: (New provisions)

1. The provisions in Section 20(1)310 that apply to a *Business Office* and a *Combined Use Building* shall also apply to a *multiple dwelling* with five or more *dwelling units*, save and except for s.20(1)310.3, s.20(1)310.4, s.20(1)310.8 and 20(1)310.20(d); and
2. The following additional provisions shall apply to a *multiple dwelling* with five or more *dwelling units*:
 - .2 Lot Area – minimum - 93.0 m² per unit
 - .3 Lot Coverage – maximum - 35%
 - .4 Main Building Height – maximum - 18.0 m
 - .8 Landscape Open Space Yard – minimum - 35% of *lot area*
 - .20 Building setback from rear lot line - minimum - 30.0 m
3. A scenery loft shall be an additional permitted facility on a *multiple dwelling* with five or more *dwelling units*, subject to the following:
 - a. The “*Exceptions To Maximum Building Height Provisions*” shall not apply to a scenery loft on the subject land; and
 - b. The Scenery Loft Provisions in section 5.35.5 of by-law 8600 shall not apply, save and except the requirement for a maximum height of 4.0 metres.

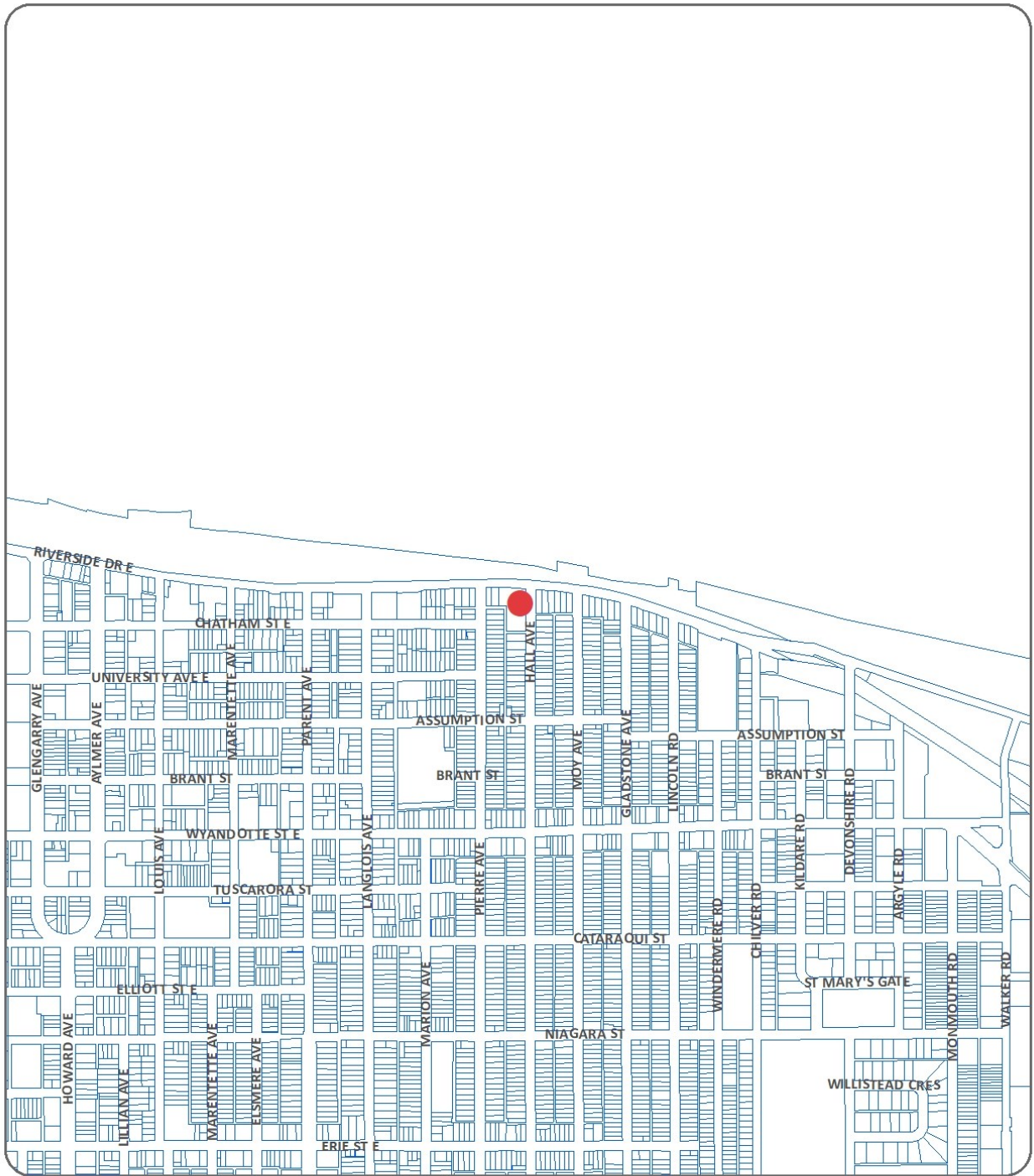
[ZDM 6; ZNG/4153; ZNG/5270; ZNG/6633]”

- III. That the applicant's request for site-specific provision to allow for a reduction in the required minimum building setback from 1.5m to 0.2m from an interior lot line, **BE DENIED**, for reasons noted in this report;
- III. THAT the parcel described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], located on the southwest corner of Riverside Drive East and Hall Avenue, **BE EXEMPT** from the provisions of section 45(1.3) of the Planning Act, provided the subject exemption excludes minor variance application(s) with the intent to achieve any of the following:
 - a. Reduction in the required minimum building setbacks; and,
- IV. THAT the Site Plan Approval Officer **BE DIRECTED** to incorporate the following requirements and other requirements found in Appendix B of this Report, in the Site Plan Approval process and the Site Plan Agreement for the proposed development on the subject land:
 - 1) 4.6m x 4.6m corner cut-off at the corner of Hall Avenue and Riverside Dr. E.
 - 2) Storm Detention
 - 3) Sanitary Sampling Manhole
 - 4) Oil & Grit Separator
 - 5) Encroachment of existing concrete retaining wall (and footings) fronting Riverside Dr. E.
 - 6) Parkland dedication;
 - 7) A Record of Site Condition registered on file with the Ministry; and
 - 8) Canada Post requirements and guidelines for the proposed multi-unit development.

Executive Summary: N/A

Background:

- 1. KEY MAP



KEY MAP - Z-044/21, ZNG-6633



● SUBJECT LANDS

APPLICANT: ST. CLAIR RHODES DEVELOPMENT CORPORATION

ADDRESS: 1247 RIVERSIDE DRIVE EAST

2. APPLICATION INFORMATION

LOCATION: 1247 & 1271 Riverside Dr. E. [southwest corner of Riverside Dr. E. & Hall Ave.]

APPLICANT: ST. CLAIR RHODES DEVELOPMENT CORPORATION; c/o Dino Maggio.

AGENT: DILLON CONSTRUCTION LIMITED; c/o Karl Tanner

REGISTERED OWNER: SAME AS APPLICANT

PROPOSAL: The applicant is requesting an amendment to Zoning By-law 8600 for the lands municipally known as 1247 & 1271 Riverside Drive East. The subject land is designated Residential on the Land Use Schedule D of the Official Plan. The property is zoned Residential District 2.2 (RD2.2) by Zoning By-law 8600, with site-specific zoning provision S.20(1)310.

The RD2.2 zoning permits one *multiple dwelling* containing a maximum of four *dwelling units*. The applicant proposes a site-specific exemption to the zoning by-law, to permit one *multiple dwelling* with five or more *dwelling units* on the subject land.

The applicant is also requesting the following additional provisions:

- Lot coverage – maximum - 35%,
- Building height – maximum - 18m,
- Building setback - 0.2m for interior side yard in the area beyond 30m from the Riverside Drive right-of-way, and
- Building setback – minimum - 30m from the rear lot line.
- Relief from section 5.35.5 of by-law 8600.

The applicant proposes to develop a multi-storey, *multiple dwelling* with 42 *dwelling units* on the subject land. The applicant's revised Planning Justification Report dated September 13, 2022, prepared by Dillon Consulting, indicates the proposed building will have 5 storeys above grade and 1 storey below grade with 20 surface parking spaces and 49 below grade parking spaces. The fifth storey will contain amenity area (scenery loft).

SUBMISSIONS BY APPLICANT:

- Zoning By-law Amendment Application form;
- Property Deed;
- Development Concept plan;
- Project Summary/Planning Justification Report dated October 2020, REVISED June 29, 2022, September 8, 2022 and September 13, 2022, prepared by Dillon Consulting;
- StormWater Management Report dated Nov. 23, 2021, prepared by Aleo Associates Inc.;
- Topographic Plan of Survey dated Jan. 31, 2014, prepared by Verhaegen/ Stubberfield/ Hartley/ Brewer/ Bezaire Inc.;
- Stage 1 Archaeological Assessment Report dated Oct. 2015, Revised Feb. 2016, prepared by Cultural Resource management Group Limited;
- Stage 2 Archaeological Assessment Report dated Sep. 2016, prepared by Cultural Resource Management Group Limited;
- Ministry of Tourism Culture and Sport (MTCS) Letter dated Oct. 28, 2016, RE: Review and Entry into the Ontario Public Register of Archaeological Reports;
- Urban Design Brief dated July 22, 2022, prepared by Dillon Consulting;
- Shadow Impact Analysis dated March 20, 2022, prepared by Dillon Consulting; and
- Energy Strategy dated March 2022, prepared by Dillon Consulting.

3. SITE INFORMATION

OFFICIAL PLAN	ZONING & ZDM	CURRENT USE(S)	PREVIOUS USE(S)
RESIDENTIAL [Land Use]	RESIDENTIAL DISTRICT 2.2 (RD2.2) & S.20(1)310; ZDM6	Vacant land (since 2014)	1247 Riverside Dr. E.: Residential (Single unit dwelling) 1271 Riverside Dr. E.: Commercial (Danny's Tavern)
FRONTAGE	DEPTH	AREA	SHAPE
54.18m along Riverside 85.57m along Hall	irregular	3953.78m ² (0.977 acres)	irregular
<p>Note: (1) All measurements are based on the 2014 topographic plan of survey. (2) House and Tavern were demolished in 2014) (2) This site is within the limits of the Riverside Dr. Vista Improvement Environmental Assessment (EA). (3) The EA does not identify any property requirements from the subject land. (4) The subject site is not located within a regulated area that is under the jurisdiction of ERCA.</p>			

4. PREVIOUS AMENDMENTS RELATED TO SECTION 20(1)310:

OPA 97: October 6, 2014, Council enacted By-law 174-2014 for the adoption of OPA 97. The purpose of the amendment (OPA97) is as follows:

- (i) to provide a site specific policy permitting “a business office use” as additional permitted use on the subject land designated Residential in the land use Schedule of the Official Plan, and
- (ii) to also expand the site specific policy to allow for the development of a business office jointly with a residential use on the subject land designated residential.

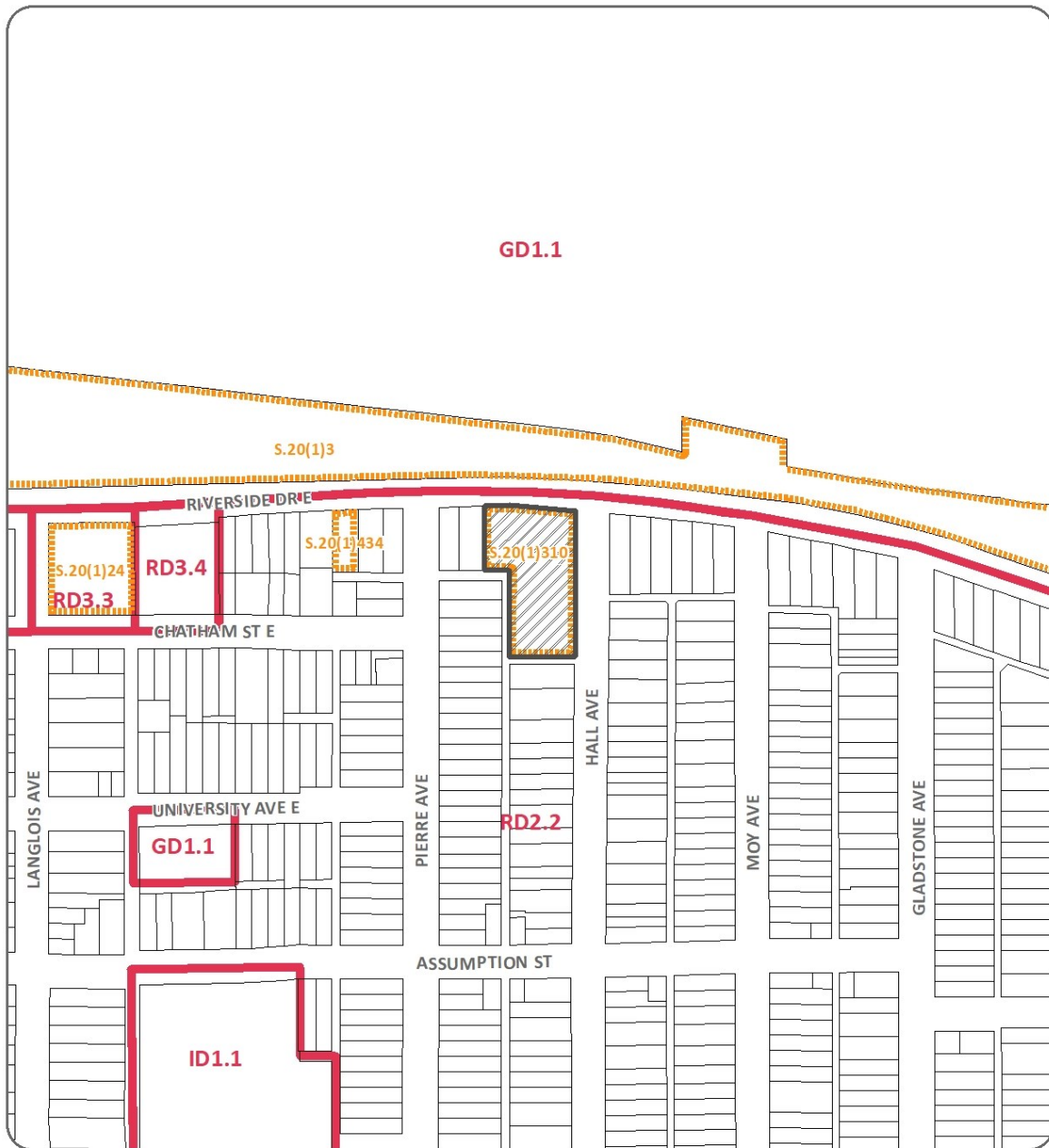
Z-007/14, ZNG/4153: October 6, 2014, Council also passed By-law 175-2014, which further amended By-law Number 8600 by adding section 20(1)310. By-law 175-2014 had the following purpose and effect:

- Permits the use of the subject land for “a business office” or “a business office in a combined use building with any one of the uses listed under Section 11(2)(a), provided that all dwelling units, not including entrances thereto, are located entirely above the office use”.
- By-law 175-2014 expands the permitted uses on the subject land through the addition of a site-specific provision to the Zoning By-law.

Z-021/17, ZNG/5270: November 6, 2017, Council adopted a resolution (CR677/2017) to approve a house-keeping amendment (File Z-021/17; ZNG/5270), which included some minor corrections to section 20(1)310. On the same November 6, 2017, Council also passed By-law 164-2017 to amend Zoning By-law 8600 as follows:

- Revise Section 5.10 Accessory Buildings by adding provisions for accessory buildings located in Institutional Districts.
- Replace Section 8, 9, 10, 11, 12 and 13 with new and updated Sections 8, 9, 10, 11, 12 and 13.
- Revise Section 20(1) Site Specific Exceptions to refer to new provisions in Sections 8, 9, 10, 11, 12 and 13.
- Minor corrections and revisions.

5. REZONING MAP

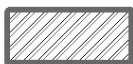


PART OF ZONING DISTRICT MAP 6

N.T.S.

REZONING

Applicant: St. Clair Rhodes Development Corporation



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JUNE 2022
FILE NO. : Z-044/21, ZNG-6633

6. NEIGHBOURHOOD CHARACTERISTICS



NEIGHBOURHOOD MAP - Z-044/21, ZNG-6633



SUBJECT LANDS

APPLICANT: ST. CLAIR RHODES DEVELOPMENT CORPORATION

ADDRESS: 1247 RIVERSIDE DRIVE EAST

The surrounding area is an established residential neighbourhood with small scale low profile residential uses mixed with a few medium and high profile developments. The medium and high profile residential developments are mainly along the south side of Riverside Dr. There are some open space/ recreational uses along the north side of Riverside Dr. The character of the neighbourhood shifts to a mixed use area with commercial, residential and institutional uses as you approach Wyandotte Street, south of the subject land as shown below.

SURROUNDING LAND USE

North: Open Space uses – Riverfront Trail, Memorial Garden, Flower Garden and, further north, the Detroit River.

West (Along south side of Riverside Dr. from Hall Ave. to Langlois Ave.): Residential uses - mostly small-scale low profile housing developments and two high profile residential buildings (10-storey apartment building known as Riverside Heights, at 1070 Chatham Street E. and a 12-storey apartment building known as Royal Towers, at 101 Langlois Ave.). Further west, on the Southeast corner of Parent Ave. and Riverside Dr. intersection, there is a 2-storey commercial building (Blondie Cleaners) at 909 Riverside Dr. E.

East: (Along south side of Riverside Dr., from Hall Ave. to Gladstone Ave.): Residential uses – small-scale low profile housing developments. Further east, at 1671 Riverside Dr. E., there is a high profile institutional building (Children’s Aid Society, Admin Building).

South: (Along east & west sides of Hall Ave. to Wyandotte St. E.): Residential and Commercial uses – mostly small-scale low profile housing developments on Hall Avenue frontage and commercial developments on Wyandotte Street intersection.

Southeast: Residential uses - low profile housing developments

Southwest: Residential, Open Space, Institutional and Commercial uses

- Low profile housing developments,
- University Park (at 1075 University Ave. E., east of Langlois Ave.),
- Place of Worship (Jesus Christ Tabernacle church at 381 Pierre St, N/W CNR of Pierre and Assumption),
- School (Frank W. Begley Public School at 1093 & 1105 Assumption St., between Langlois and Hall Avenues),
- Commercial uses (retail stores, restaurants, personal service shops, etc. along Wyandotte St. E.)

MUNICIPAL INFRASTRUCTURE

- The City’s records show that there are municipal storm and sanitary sewers within the abutting roadways, available to service the subject land.
- Municipal watermains, fire hydrants and LED streetlights are available in the subject area.
- There are concrete sidewalks, curbs and gutter along both sides of Hall Avenue and Riverside Drive East.
- There are Multi-Use Trails along the north side of Riverside Dr. E. and within the waterfront.
- Transit Windsor Bus routes (Walkerville 8 and Crosstown 2) are available to service the subject land and area. The closest existing transit route to this property is the Walkerville 8. Bus stop is located at the southwest corner of Riverside and Hall, in front of the subject property.
- Riverside Drive East is classified as a Scenic Drive in the Official Plan; while Hall Avenue is classified as a local Road.
- Nearby Class II Arterial Road – Wyandotte St. E. (approx. 400m south of the subject land)

- Nearby Class I Collector Roads – Gladstone and Lincoln Ave. (approx. 200m and 300m, respectively, east of the subject land).

Discussion:

PLANNING ANALYSIS:

1. PROVINCIAL POLICY STATEMENT (PPS) 2020

Provincial Policy Statement 2020 was issued under section 3 of the Planning Act and came into effect May 1, 2020. It provides policy direction on matters of provincial interest related to land use planning and development, and sets the policy foundation for regulating the development and use of land in Ontario.

The recommended zoning by-law amendment promotes residential intensification, infill and redevelopment in an established residential neighbourhood that has a mix of commercial and institutional uses along nearby commercial corridor(s). The following policies of PPS 2020 are considered relevant in discussing provincial interests related to this amendment:

1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns

1.1.1 Healthy, liveable and safe communities are sustained by:

a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;

b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;

f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;

g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;

i) preparing for the regional and local impacts of a changing climate.

With respect to 1.1.1(a) – This property has been vacant for 8 years following the demolition of the single unit dwelling and tavern on the subject land. This amendment will, therefore, facilitate an infill residential development / redevelopment of the subject land. The amendment will introduce a medium profile, higher density residential use on the subject land; thereby, resulting in an efficient use of land, municipal services and infrastructure. Consequently, the amendment will promote efficient development and land use pattern that will positively impact the financial well-being of the City of Windsor.

With respect to 1.1.1(b) - There are a few medium and high profile residential developments west of the subject land. As noted already in this report, the east and south sides of the subject land are mostly low profile residential developments. The north side is the Windsor Riverfront. The recommended amendment will bring about the accommodation of a new *multi-unit, multi-storey* housing type that will constitute an appropriate market-based range and mix of residential types.

With respect to 1.1.1(c) – There are no known environmental or public health & safety concerns.

With respect to 1.1.1(f) - Sidewalks improve *accessibility for persons with disabilities and older persons*. As noted already in this report, there are existing concrete sidewalks on abutting and nearby roadways. The concept plan shows proposed on-site sidewalks, which connect to city side walks on Hall Avenue; thereby, enhancing on-site and off-site connectivity and accessibility.

With respect to 1.1.1(g) – The subject land is in an area of the City that is built-up and serviced by necessary infrastructure and public utilities.

With respect to 1.1.1(i) – Regional and local impacts of climate change is best addressed at the time of site plan approval when the lot-grading provisions, stormwater management measures, servicing study, landscaping requirements and much more, can be discussed in details and incorporated in the site plan approval and site plan agreement. The subject site is serviced by public transit and there is a bus stop in front of the subject land, at the southwest corner of Riverside and Hall. Therefore, the proposed development with 42 dwelling units will support the use of public transit and help to reduce carbon foot-print, causing a positive impact on climate change.

In summary, the recommended zoning by-law amendment will facilitate an efficient development on the subject land and sustain a healthy, liveable and safe community. The recommended zoning by-law amendment is consistent with policy 1.1.1 of the PPS.

1.1.3.1 Settlement areas shall be the focus of growth and development.

1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;*
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;*
- d) prepare for the impacts of a changing climate;*
- e) support active transportation;*
- f) are transit-supportive, where transit is planned, exists or may be developed; and ...*

Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

This amendment creates opportunity for growth and development within the City of Windsor settlement area. This amendment will facilitate the development of a medium profile housing option, which is both an infill development and a redevelopment; hence, the recommended amendment promotes residential intensification. The amendment will facilitate a transit-supportive multi-unit residential development that will efficiently use land, resources, and existing infrastructure, including existing and planned active transportation options such as sidewalks. The subject amendment is consistent with policies 1.1.3.1 and 1.1.3.2 of the PPS.

1.4 Housing

1.4.1 To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:

a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development;

1.4.3 Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:

b) permitting and facilitating:

1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, ...; and

2. all types of residential intensification, including additional residential units, and redevelopment in accordance with policy 1.1.3.3;

c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;

d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;

This amendment is intended to:

- promote the redevelopment of the subject site at a much higher density than previously existed on the subject land;
- create an opportunity for a higher density and compact development in an established residential area containing mostly low-density developments;
- facilitate a net increase in residential units or accommodation;
- result in the intensification of the subject site and area;
- facilitate the municipality's ability to accommodate residential growth through intensification;
- provide a form of housing that is appropriate in terms of range and mix, and
- meet the social, health and well-being of current and future residents.

Appropriate level of infrastructure, active transportation and transit services are available or will be available in the subject area. This amendment is consistent with policy 1.4 of the PPS.

1.6 Infrastructure and Public Service Facilities

1.6.6.2 *Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.*

The subject land is within an area that is serviced by municipal sewage services and municipal water services. The recommended zoning by-law amendment is consistent with policy 1.6.6.2 of the PPS.

1.6.6.7 *Planning for stormwater management shall:*

e) *maximize the extent and function of vegetative and pervious surfaces; and*

f) *promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.*

The applicant's site-specific relief from the zoning by-law with respect to reduction in interior side yard width amounts to minimizing the extent and function of vegetative landscape and pervious surface on the subject land, therefore, is not consistent with policy 1.6.6.7 (e) of the

PPS. Consequently, in order to help maximize the extent and function of vegetative and pervious surfaces on the subject site, the applicant's site-specific request for a reduction in interior side yard width is not being recommended. The recommended amendment eliminates the site-specific zoning provision regarding reduction in interior side yard width. The recommended amendment is consistent with policy 1.6.6.7 (e) of the PPS.

Applicant is advised that landscaped area should be maximized as much as possible to enhance stormwater attenuation. Applicant is encouraged to consider Low Impact Design in the Site Plan Review process to address quantity and quality of stormwater leaving the site.

The applicant submitted a Stormwater Management (SWM) Report dated November 23, 2021. The SWM report indicates that the proposed development will discharge entirely to the existing 18" diameter municipal storm sewer on Hall Avenue located east of the site. The SWM report also states that storage has been provided entirely underground in the depressed grass area and in oversized storm sewer pipe and structures. The recommended amendment is consistent with policy 1.6.6.7 (f) of the PPS.

1.7 Long-Term Economic Prosperity

1.7.1 Long-term economic prosperity should be supported by:

- b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of housing options for a diverse workforce;*
- c) optimizing the long-term availability and use of land, resources, infrastructure and public service facilities*

This amendment encourages residential intensification which provides additional housing supply to the City. This amendment, therefore, symbolizes an appropriate response to the housing needs in the City of Windsor. The proposed development of a 5-storey, 42-unit multiple dwelling will optimize the availability and use of land, infrastructure and public service facilities. The amendment is consistent with policy 1.7.1 of the PPS.

1.8 Energy Conservation, Air Quality and Climate Change

1.8.1 Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through land use and development patterns which:

- a) promote compact form and a structure of nodes and corridors;*
- b) promote the use of active transportation and transit in and between residential, employment (including commercial and industrial) and institutional uses and other areas; and*
- g) maximize vegetation within settlement areas, where feasible.*

The amendment promotes a compact development, which is transit-supportive, in an area that promotes active transportation and connectivity through the existing and planned sidewalks and multi-use trails. The recommended amendment contains zoning provisions (building setbacks from exterior and interior lot lines) that will help to maximize vegetation within the subject site and enhance air quality and positively impact storm management design for the site. The developer should consider energy efficiency in the building design as recommended in the energy study submitted by the applicant. This may include, but not be limited to increased insulation, energy efficient appliances and fixtures, high efficiency windows and doors. It is also recommended that shade trees be provided for heat reduction as well as Green Infrastructure through Low Impact Design best practices to reduce and slow the flow of storm water to the proposed SWM area.

In summary, the above planning analysis demonstrate that the recommended zoning by-law amendment is consistent with the relevant Policies of PPS 2020.

2. OFFICIAL PLAN (OP)

A **safe, caring and diverse community** encourages a range of housing types to ensure that people have an opportunity to live in their neighbourhoods as they pass through the various stages of their lives. “As the city grows, more housing opportunities will mean less sprawl onto agricultural and natural lands.” S. 3.2.1.2 (Neighbourhood Housing variety), OP Vol. 1.

One of the **healthy and liveable city** objectives in the Official Plan is to encourage a mix of housing types to allow people to remain in their neighbourhoods as they age; s.4.2.1.5 (Aging in Place), OP Vol. 1

Land Use Designation: The site is designated “Residential” in Schedule D of City of Windsor Official Plan. The objectives and policies of the Residential land use designation establish the framework for development decisions in Residential areas within the City of Windsor.

The Official Plan’s objectives are to support a complementary range of housing forms, promote compact residential form for new developments and promote selective residential redevelopment, infill and intensification initiatives in the City of Windsor. See sections 6.3.1.1, 6.3.1.2 and 6.3.1.3 of OP Vol.1. These objectives of the OP are satisfied by the proposed development on the subject land. The amendment supports a complementary range of housing form in the subject neighbourhood. The amendment also provides opportunity for residential redevelopment, infill and intensification; thereby, promoting a compact neighbourhood.

Permitted Uses: “Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low, Medium and High Profile dwelling units.” s. 6.3.2, OP Vol. 1.

Proposed Use: The amendment will facilitate the development of a 5-storey, 42-unit Apartment, which is deemed a medium profile housing development per s. 6.2.1.2 of the OP. Therefore, the amendment is for a permitted use within the residential land use designation.

Locational criteria, s.6.3.2.4 of OP Vol. 1, are satisfied by the proposed residential development. The amendment is for a residential development located in a built-up area with access to a nearby Class II Arterial Road (Wyandotte St. – 400m south of the subject land) via Hall Ave. (a local Road). The subject development has access to nearby Class I Collector Roads (Gladstone Ave. and Lincoln Rd – 200m and 300m east of the subject land, respectively). The subject land can be serviced by full municipal physical services. Existing community services, open spaces and public transportation are available or planned for in the neighbourhood.

Evaluation criteria for neighbourhood development pattern, s.6.3.2.5 of OP Vol. 1. With respect to the proposed development on the subject land, the following evaluation criteria are applicable:

- s.6.3.2.5 (c) compatible with the surrounding area in terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas;
- (d) provided with adequate off street parking;
- (e) capable of being provided with full municipal physical services and emergency services; and
- (f) facilitating a gradual transition from Low Profile residential development to Medium and/or High profile development and vice versa, where appropriate.

The term “Compatible” means the proposed development needs to be able to coexist with existing land uses; it does not mean the proposed development needs to be identical or similar to existing development in an area. As noted already in this report, there is a mix of low, medium and high profile residential developments co-existing in the subject area.

This recommended by-law amendment utilizes site-specific zoning to guide the proposed development towards compatibility with surrounding low profile residential developments. By applying the recommended site specific zoning regulations to the subject land, the proposed multiple dwelling can be designed to achieve compatibility with existing developments in the neighbourhood.

Massing and scale of a development are influenced mostly by the lot size, lot coverage, building height and setback requirements, which have been incorporated in the recommended site-specific provisions.

The recommended main building height of 18m is acceptable, based on what exists in another zoning category (RD2.5 in By-law 8600), where compatibility between low and medium profile residential developments is guided by a main building height of 7m minimum to 18m maximum.

Where a building is sited, its orientation and setback on the subject land are determined by a number of factors such as the building envelope set out in the minimum building setback requirements that are contained in the applicable zoning district and in any site-specific provisions. The recommended amendment contains building setback requirements that are geared towards achieving compatibility with nearby existing low profile residential developments in the area.

For a multiple dwelling with 5 or more dwelling units, the requirement is 1.25 parking spaces per dwelling unit. The provision of adequate off-street parking spaces at the rear of the building with vehicular access from Hall Avenue demonstrates compatibility with uses in the immediate area.

Zoning By-law 8600 defines *Amenity Area* as a *landscaped open space yard* or a recreational facility as an accessory use to a dwelling or a dwelling unit **located on the same lot**. This amendment incorporates site-specific landscape open space requirements, which further helps to achieve compatibility with the existing dwellings in the subject area.

Implementation of the recommended site specific zoning provisions, along with applicable RD2.2 zoning provisions, will help achieve compatibility with surrounding low profile residential uses.

In terms of scale, massing, height, siting, orientation, setbacks, parking and amenity areas, it is my opinion that the recommended amendment can result in a design that is compatible with the surrounding area as required under s.6.3.2.5 (c) above.

Concept plan shows adequate off-street parking for the proposed development; s. 6.3.2.5 (d).

As noted already in this report, the subject land is within a built-up residential neighbourhood and municipal infrastructure and services are available in the area; therefore, the proposed infill residential development is capable of being provided with full municipal physical services and emergency services per s.6.3.2.5 (e).

The recommended amendment is for a medium profile residential development and, as such, gradual transition is necessary and has been considered in the recommended site-specific building setbacks. Therefore, this amendment satisfies s.6.3.2.5 (f).

Energy Conservation, s.8.5.2.8 of OP Vol. 1: The proposed infill redevelopment is a compact, transit-oriented development with increased density, making transit service a viable investment for the City, per s.8.5.2.8(b), OP Vol. 1.

Reduction in landscaping is not desirable and should not be encouraged because landscaping can assist in reducing heating and cooling requirements. Hence the recommended amendment is structured to conform with s.8.5.2.8(c), OP Vol. 1.

Infill Development, s.8.7.2.3 of OP Vol. 1: The proposed infill residential development on the subject land is capable of being designed to function as an integral and complementary part of the existing residential development pattern. The requirements under s.8.7.2.3 can be more appropriately addressed at the time of Site Plan Approval. If Council approves the recommended zoning by-law amendment, the next step in the development process is for the proponent to submit an application for site plan review and approval, which will ensure that the proposed residential development is in keeping with the Official Plan built form policy for infill developments as in section 8.7.2.3, OP Vol. 1.

Amendments Must Conform, s. 11.6.3.1 of OP Vol. 1: “All amendments to the Zoning By-law(s) shall conform with this Plan”. Based on the analysis provided in this report, the recommended zoning by-law amendment maintains conformity with the Official Plan.

Evaluation criteria for zoning by-law amendments, s.11.6.3.3 OP Vol. 1:

- As noted already in this report, the amendment satisfies the evaluation criteria under s.6.3.2.5; therefore, 11.6.3.3(a) is satisfied;
- Relevant support studies were submitted as part of this application and were considered in the preparation of this planning report; therefore, 11.6.3.3(b) is satisfied;
- The requirements, comments and recommendations from municipal departments and circularized agencies have been considered, as noted in the CONSULTATION section of this report; therefore, 11.6.3.3(c) is satisfied;
- This amendment promotes opportunity for residential intensification, redevelopment and infill, which creates a compact form of neighbourhood and ensures continuation of an orderly development pattern in the subject area. The recommended zoning by-law amendment is consistent with the relevant policies of the PPS and conforms with, or can be designed to conform with, the applicable objectives and policies of OP Vol. 1. Therefore, 11.6.3.3(d) is satisfied; and
- The zoning by-law amendment will provide additional housing options and opportunities in the area. Potential adverse impacts on nearby residential properties can be mitigated with design elements and landscaping features and these will be further addressed at the time of site plan review. Therefore, 11.6.3.3(f) is satisfied.

The recommended amendment meets the evaluation criteria set out in s.11.6.3.3 of the OP.

3. ZONING

The subject land is zoned Residential District 2.2 (RD2.2) with special provision s.20(1)310, in the City of Windsor Zoning By-law 8600. **Appendix A**, attached to this report, contains relevant excerpts from Zoning By-law 8600. Permitted uses in the RD2.2 zoning district can be found in Appendix A. The proposed 5-storey, 42-unit multiple dwelling is not permitted in the R2.2 zoning nor by S.20(1)310.

The applicant's requests for site-specific zoning provisions in the revised PJR dated September 13, 2022, have all been considered and are supported in this report, save and except for the interior side yard reduction from 1.5m to 0.2m. The side yard reduction minimizes the extent and function of vegetative landscape and pervious surface on the subject land as discussed under 1.6.6.7(e) in this report. Secondly, the RD2.2 zoning requires a side yard width of 1.8m for a multiple dwelling containing a maximum of 4 dwelling units and 1.2m for a single unit dwelling. The 1.5m minimum interior side yard required in s.20(1)310 is already a reduction in the

required side yard for a 10m tall multiple dwelling in an RD2.2 zoning district. Thirdly, in another zoning district (RD2.5, By-law 8600) in which low and medium profile dwellings are planned to co-exist, a multiple dwelling with five or more dwelling units (and a maximum building height of 18m) is required to have a minimum side yard width of 2.5m. Lastly, in my opinion, it is not good planning to support a further reduction in the minimum required interior side yard width for the proposed 18m tall medium profile multiple dwelling abutting a low profile residential development.

The existing special section [s.20(1)310] on the subject land will have to be deleted and replaced with a new (revised) s.20(1)310 as shown in Recommendation II of this report.

With respect to parking requirements for the proposed 42 residential units, the by-law requires 1.25 spaces for each unit; therefore, the development requires a minimum of 52 parking spaces. The applicant proposes 69 off-street parking spaces (20 surface parking spaces and 49 below grade parking spaces). Since most of the parking is going to be located below grade, Planning Department has no issue with the 17 extra parking spaces being proposed.

DRAFT BY-LAW: A draft by-law is attached as **Appendix D**. The Planning Act, in subsection 24(1) requires that no by-law shall be passed for any purpose that does not conform with the Official Plan. As noted already under OFFICIAL PLAN section of this report, the recommended amendment conforms with the OP; therefore, the draft by-law can be passed at the appropriate time.

4. SITE PLAN

The proposed amendment is a “development” as defined in section 41(1) of the Planning Act; therefore, the applicant is required to submit an application for Site Plan Approval. Execution of a Site Plan Agreement is required.

The following municipal department requirements and other relevant requirements found in Appendix B attached, shall be addressed through the Site Plan Review and Approval process for the proposed development on the subject land:

- a. 4.6m x 4.6m corner cut-off at the corner of Hall Avenue and Riverside Drive East
- b. Storm Detention
- c. Sanitary Sampling Manhole
- d. Oil & Grit Separator
- e. Encroachment of existing concrete retaining wall (and footings) fronting Riverside Dr.
- f. Parkland dedication;
- g. A Record of Site Condition registered on file with the Ministry; and
- h. Canada Post requirements and guidelines for the proposed multi-unit

5. STORMWATER MANAGEMENT REPORT

The applicant’s consultant, Aleo Associates Inc., submitted stormwater management report dated November 23, 2021, for the proposed multi-storey residential development on the subject land. Aleo Associate’s storm management report summarizes as follows:

- a) That the property has a total area of 42,540 ft² (0.98 acres) and the southern portion of the property has a drainage area of 14,505 ft² (0.33 acres) and is tributary to the 18” diameter storm sewer on Hall Avenue with an allowable runoff coefficient 0.42; while the northern portion of the property has a drainage area of 28,035 ft² (0.64 acres) and is not assessed to a storm sewer;
- b) That the proposed development will discharge entirely to the existing 18” diameter municipal storm sewer on Hall Avenue located east of the site;

- c) That the allowable release rate will be based on a runoff coefficient of $C=0.42$ and a drainage area of 14,505 ft² (0.33 acres); and
- d) That the developed runoff coefficient for the stormwater management boundary area is 0.76 for both the 1:5 year and 1:100 year storm events.

Aleo Consulting Inc. indicates, in their storm management report, that they had carried out storm detention design for a 1:5 year and 1:100 year frequency storm event, and the release rate from the site is being restricted to the 1:5 year allowable discharge rate which is 0.41 cfs (11.6 L/s). The applicant's engineering consultant also states that

- The development flow will be restricted by a Tempest "HF" (High Flow Rate) Inlet Control Device by Ipex (74 mm diameter ICD);
- Storage has been provided entirely underground in the depressed grass area and in oversized storm sewer pipe and structures;
- The 1:5 year and 1:100 year storage elevations are 591.75' and 592.75', respectively; and
- The 1:100 year storage elevation is 12" below the proposed floor elevation 593.75'.

Risk Analysis:

Mitigation: The subject site is serviced by public transit and the proposed development is transit-supportive; therefore, this amendment will help in reducing carbon foot-print, thereby, positively impacting climate change. The proposed development will promote active transportation by utilizing existing and new sidewalks in the area, thereby, reducing carbon footprint.

Adaptation: As noted in this report under policy 1.1.1(i) of the PPS, impact of climate change is best addressed at the time of site plan approval when the lot-grading provisions, stormwater management measures, servicing study, landscaping requirements and much more, would be discussed in details and incorporated in the site plan approval and site plan agreement.

Financial Matters: N/A

Consultations:

1. DEPARTMENT AND AGENCIES

Appendix B, attached to this report, contains comments from municipal departments and external agencies that were consulted. There are no objections to the requested amendment. However, some municipal departments and external agencies have conditions/requirements for approval of the subject zoning amendment. See Appendix B hereto attached.

2. PUBLIC NOTICE

The City advertised the official notice in the local Newspaper, the Windsor Star Newspaper, per the Planning Act.

The City will also mail courtesy notice to all properties within 120m (400 feet) of the subject parcel, prior to the Development & Heritage Standing Committee (DHSC) meeting.

Conclusion:

Following my evaluation of materials submitted by the applicant, relevant policies of the Provincial Policy Statement 2020 and the Official Plan, comments from municipal departments and external agencies, it is my professional opinion that the recommended zoning amendment

APPENDIX A- Excerpts from Zoning By-law 8600

SECTION 3 – DEFINITIONS

AMENITY AREA means a *landscaped open space yard* or a recreational facility as an *accessory use* to a *dwelling* or a *dwelling unit* located on the same *lot*.

BUILDING HEIGHT means:

1. For any *building* with a flat roof, a roof having a slope of less than 20.0 degrees, or a roof with at least two contiguous slopes, where the lowest slope is greater than the uppermost slope, the vertical distance in metres between the *grade* and the highest point of the roof.

Where a *building height* provision is expressed in storeys, the *building height* in metres shall be the number of storeys permitted multiplied by 4.0 m.

Example: If the minimum building height is 2 storeys and the maximum building height is 3 storeys, multiplying 2 storeys by 4.0 m results in a minimum building height of 8.0 m and multiplying 3 storeys by 4.0 m results in a maximum building height of 12.0 m.

2. For a *main building* with a roof other than that described in clause 1 of this subsection, the vertical distance in metres between the *grade* and the mid-point between the lowest eaves and the highest point of the roof.

Where *building height* is expressed in storeys, the minimum *building height* in metres shall be the number of storeys required multiplied by 4.0 m, and the maximum *building height* in metres shall be the number of storeys permitted multiplied by 4.0 m plus an additional 2.0 m for the roof.

Example: If the maximum building height is 2 storeys, multiplying 2 storeys by 4.0 m plus 2.0 m for the roof, results in a maximum building height of 10.0 m.

Example: If the minimum building height is 2 storeys and the maximum building height is 3 storeys, multiplying 2 storeys by 4.0 m results in a minimum building height of 8.0 m and multiplying 3 storeys by 4.0 m plus 2.0 m for the roof results in a maximum building height of 14.0 m.

3. For an *accessory building* with a roof other than that described in clause 1 of this subsection, the vertical distance in metres between the *grade* and the highest point of the roof.

BUILDING SETBACK means the horizontal distance measured at right angles from a *lot line* to the closest wall of any *building* or *structure* on the same *lot*.

DOUBLE DUPLEX DWELLING means one *dwelling* divided into four *dwelling units* by vertically attaching two *duplex dwellings* with no direct internal connection between the *dwelling units*. A *multiple dwelling*, *semi-detached dwelling*, *stacked dwelling*, or *townhome dwelling* is not a *double duplex dwelling*.

DUPLEX DWELLING means one *dwelling* divided horizontally into two *dwelling units* with no direct internal connection between the *dwelling units*. A *single unit dwelling* with two *dwelling units* is not a *duplex dwelling*.

DWELLING means a *building* or *structure* that is occupied for the purpose of human habitation. A *correctional institution*, *hotel*, *motor home*, *recreational vehicle*, *tent*, *tent trailer*, or *travel trailer* is not a *dwelling*.

DWELLING UNIT means a unit that consists of a self-contained set of rooms located in a *building* or *structure*, that is used or intended for use as residential premises, and that contains kitchen and bathroom facilities that are intended for the use of the unit only.

GRADE

1. For the purpose of Section 5.10.9, means the average elevation of the finished surface of the ground adjacent to the *accessory building*.
2. For the remainder of the By-law, means the average elevation of the crown of that part of the *street* abutting the *front lot line*. Where the elevation of a point on a *building* located on the *lot* is equal to the *grade* elevation, that point is deemed to be "at grade".

LANDSCAPED OPEN SPACE means an area open to the sky and maintained with one or more of the following ground covers: bark; flowers; grass; mulch; ornamental stone, block or brick, excluding construction grade aggregate; shrubs; trees; water feature; wood chips; and may include outdoor recreational facilities accessory to a *dwelling* or *dwelling unit*.

MULTIPLE DWELLING means one *dwelling* containing a *minimum* of three *dwelling units*. A *double duplex dwelling*, *semi-detached dwelling*, *stacked dwelling*, or *townhome dwelling* is not a *multiple dwelling*.

SCENERY LOFT means an *amenity area* which occupies a fully enclosed room or group of rooms, is located above the uppermost *storey* of a *main building*, is fully and readily accessible to all residential occupants of the *building*, and is not used in whole or in part as a *dwelling unit*.

SEMI-DETACHED DWELLING means one *dwelling* divided vertically into two *dwelling units* by a common interior wall having a *minimum* area above *grade* of 10.0 sq. m., and may include, where permitted by Section 5.99.80, up to two additional *dwelling units*.

SINGLE UNIT DWELLING means one *dwelling* having one *dwelling unit* or, where permitted by Section 5.99.80, one *dwelling* having two *dwelling units*. A single family dwelling is a *single unit dwelling*. A *duplex dwelling*, *mobile home dwelling*, *semi-detached dwelling unit*, or *townhome dwelling unit*, is not a *single unit dwelling*.

TOWNHOME DWELLING means one *dwelling* vertically divided into a row of three or more *dwelling units* attached by common interior walls, each wall having a *minimum* area above *grade* of 10.0 sq. m., and may include, where permitted by Section 5.99.80, additional *dwelling units*. A *semi-detached dwelling* is not a *townhome dwelling*.

SECTION 5 – GENERAL PROVISIONS

5.35 EXCEPTIONS TO MAXIMUM BUILDING HEIGHT PROVISIONS

- 5.35.1 **FIXTURES OR STRUCTURES** - The features or structures listed in Table 5.35.1 may extend above the permitted maximum *building height*, provided that such fixtures or structures are erected only to such height as is necessary to accomplish their purpose:

Antenna	HVAC Equipment	Skylight
Belfry	Mechanical Penthouse	Smokestack
Chimney	Protective Fencing	Solar Panel
Cupola	Satellite Dish	Spire
Fire Wall	Screening Fencing	Water Tank

- 5.35.5 **SCENERY LOFT** - A *scenery loft* shall be an additional permitted facility on a *multiple dwelling* or a *combined use building* provided that the *multiple dwelling* or *combined use building* has a minimum *building height* of 30.0 metres and the *scenery loft* shall have a maximum height of 4.0 metres and a maximum *gross floor area* of 100.0 square metres.

SECTION 11 - RESIDENTIAL DISTRICTS 2. (RD2.)

11.2 RESIDENTIAL DISTRICT 2.2 (RD2.2)

11.2.1 PERMITTED USES

One Double Duplex Dwelling
One Duplex Dwelling
One Multiple Dwelling containing a maximum of four *dwelling units*
One Semi-Detached Dwelling
One Single Unit Dwelling
Townhome Dwelling
 Any use accessory to any of the preceding uses

11.2.5 PROVISIONS

.1	Duplex Dwelling	
.1	Lot Width – minimum	12.0 m
.2	Lot Area – minimum	360.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

.2	Semi-Detached Dwelling	
.1	Lot Width – minimum	15.0 m
.2	Lot Area – minimum	450.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.3	Single Unit Dwelling	
.1	Lot Width – minimum	9.0 m
.2	Lot Area – minimum	270.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m
.4	Double Duplex Dwelling or Multiple Dwelling	
.1	Lot Width – minimum	18.0 m
.2	Lot Area – minimum	540.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.80 m
.5	Townhome Dwelling	
.1	Lot Width – minimum	20.0 m
.2	Lot Area – per <i>dwelling unit</i> – minimum	200.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – maximum	10.0 m
.5	Front Yard Depth – minimum	6.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.50 m

11.5 RESIDENTIAL DISTRICT 2.5 (RD2.5)

11.5.1 PERMITTED USES

Double Duplex Dwelling

Duplex Dwelling

Multiple Dwelling

Semi-Detached Dwelling

Single Unit Dwelling

Townhome Dwelling

Any use accessory to the above uses

11.5.5 PROVISIONS

.1 Double Duplex Dwelling

.1	Lot Width – minimum / maximum	18.0 m / 24.0 m
.2	Lot Area – minimum / maximum	540.0 m ² / 840.0 m ²
.3	Lot Coverage – maximum	50.0%
.4	Main Building Height – minimum / maximum	7.0 m / 14.0 m
.5	Front Yard Depth – minimum / maximum	6.0 m / 7.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

.2 Duplex Dwelling

.1	Lot Width – minimum / maximum	12.0 m / 15.0 m
.2	Lot Area – minimum / maximum	360.0 m ² / 525.0 m ²
.3	Lot Coverage – maximum	50.0%
.4	Main Building Height – minimum / maximum	7.0 m / 14.0 m
.5	Front Yard Depth – minimum / maximum	
	<i>Detached garage or carport in rear yard</i>	3.0 m / 4.0 m
	<i>No detached garage/carport in rear yard</i>	6.0 m / 7.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

.3 Semi-Detached Dwelling

.1	Lot Width – minimum / maximum	15.0 m / 18.0 m
.2	Lot Area – minimum / maximum	450.0 m ² / 630.0 m ²
.3	Lot Coverage – maximum	50.0%
.4	Main Building Height – minimum / maximum	7.0 m / 14.0 m
.5	Front Yard Depth – minimum / maximum	
	<i>Detached garage or carport in rear yard</i>	3.0 m / 4.0 m
	<i>No detached garage/carport in rear yard</i>	6.0 m / 7.0 m
.6	Rear Yard Depth – minimum	7.50 m
.7	Side Yard Width – minimum	1.20 m

.4 Single Unit Dwelling

.1	Lot Width – minimum / maximum	9.0 m / 12.0 m
.2	Lot Area – minimum / maximum	270.0 m ² / 420.0 m ²
.3	Lot Coverage – maximum	45.0%
.4	Main Building Height – minimum / maximum	7.0 m / 14.0 m

- | | | |
|-----|--|---|
| .5 | Front Yard Depth – minimum / maximum | |
| | Detached <i>garage</i> or <i>carport</i> in <i>rear yard</i> | 3.0 m / 4.0 m |
| | No detached <i>garage/carport</i> in <i>rear yard</i> | 6.0 m / 7.0 m |
| .6 | Rear Yard Depth – minimum | 7.50 m |
| .7 | Side Yard Width – minimum | 1.20 m |
| .5 | Multiple Dwelling with four <i>dwelling units</i> or less | |
| .1 | Lot Width – minimum / maximum | 18.0 m / 24.0 m |
| .2 | Lot Area – minimum / maximum | 540.0 m ² / 840.0 m ² |
| .3 | Lot Coverage – maximum | 50.0% |
| .4 | Main Building Height – minimum / maximum | 7.0 m / 14.0 m |
| .5 | Front Yard Depth – minimum / maximum | 6.0 m / 7.0 m |
| .6 | Rear Yard Depth – minimum | 7.50 m |
| .7 | Side Yard Width – minimum | 1.20 m |
| .6 | Multiple Dwelling with 5 or more <i>dwelling units</i> | |
| .1 | Lot Width – minimum | 20.0 m |
| .2 | Lot Area – per <i>dwelling unit</i> – minimum | 166.0 m ² |
| .3 | Lot Coverage – maximum | 50.0% |
| .4 | Main Building Height – minimum / maximum | 7.0 m / 18.0 m |
| .5 | Front Yard Depth – minimum / maximum | 6.0 m / 7.0 m |
| .6 | Rear Yard Depth – minimum | 7.50 m |
| .7 | Side Yard Width – minimum | 2.50 m |
| .7 | Townhome Dwelling | |
| .1 | Lot Width – minimum | 20.0 m |
| .2 | Lot Area – per <i>dwelling unit</i> – minimum | 190.0 m ² |
| .3 | Lot Coverage – maximum | 50.0% |
| .4 | Main Building Height – maximum | 14.0 m |
| .5 | Front Yard Depth – minimum / maximum | 6.0 m / 7.0 m |
| .6 | Rear Yard Depth – minimum | 7.50 m |
| .7 | Side Yard Width – minimum | 2.50 m |
| .50 | Notwithstanding Section 24, for a <i>townhome dwelling</i> unit that fronts a <i>street</i> , the required number of <i>parking spaces</i> shall be one <i>parking space</i> for each <i>dwelling unit</i> . | |
| .50 | For all <i>dwelling</i> s, except a <i>Multiple Dwelling</i> with five or more <i>dwelling units</i> , the exterior walls shall be entirely finished in brick. | |
| .60 | Where a <i>garage</i> forms part of the <i>main building</i> , no exterior wall enclosing the <i>garage</i> shall project more than 1.0 m beyond the front wall or side wall of the <i>dwelling</i> . | |

APPENDIX B – Consultations Table

Anne Marie Albidone – Environmental Services

Garbage collection occurs in the alley abutting this property. Therefore the alley must remain accessible at all times. Otherwise, there are no concerns from Environmental Services.

Jose Mejalli – Assessment Management Officer

No objection to the zoning amendment to allow development of a 4-storey, *multiple dwelling* with 23 *units* in total and related parking.

Jennifer Nantais – Environmental & Sustainability Coordinator

In response to the application for a zoning amendment there are no objections. Please also note the following comments for consideration:

Energy Conservation, Air Quality and Climate Change:

Please note PPS 2020 energy conservation and efficiency policies as they relate to long-term economic prosperity (1.7.1 (j)), as well as improved air quality and reduced greenhouse gas emissions (1.8.1). In addition, the City of Windsor Community Energy Plan (approved July 17 2017) aims to improve energy efficiency; modifying land use planning; reducing energy consumption and greenhouse gas emissions; and fostering green energy solutions throughout Windsor, while supporting local economic development.

As per these policies the developer should consider energy efficiency in the building design as recommended in the requested energy study. This may include but not be limited to increased insulation, energy efficient appliances and fixtures, high efficiency windows and doors.

In addition, EV charging infrastructure should be included.

Opportunities to increase resiliency such as providing strategic back-up power capacity is warranted.

The large scale paving of natural space will increase the urban heat island effect in the area. It is recommended that the developer consider shade trees, white colour roofs or green roofs to mitigate this impact. For more suggestions please consult the following resources: LEED, Built Green Canada, and EnerGuide.

To promote the use of active transportation, bike racks should be included.

Stormwater Management:

Consideration should be given, as per PPS 2020 Section 1.6.6.7 to maximize the extent and function of vegetative and pervious surfaces; and promote stormwater management best practices, including stormwater attenuation and reuse, water conservation and efficiency, and low impact development.

Please note that this area of Windsor has a high risk of basement flooding. The applicant should be aware of this risk and take additional measure to minimize the risk of flooding.

Landscaping

Consideration for shade trees are recommended to minimize the urban heat island impacts. Consideration of native, drought resistant plants is encouraged to limit watering requirements and enhance natural habitat.

In addition we encourage the developer to consider community gardening space for residents. Local food production is very popular in Windsor and a space for community garden boxes could be beneficial.

The Environmental Sustainability & Climate Change team has also requested an Energy Study to be completed during the pre-submission stage this past summer.

Canada Post

This development, as described, falls within our centralized mail policy.

I will specify the condition which I request to be added for Canada Post Corporation's purposes.

- a) Canada Post's multi-unit policy, which requires that the owner/developer provide the centralized mail facility (front loading lockbox assembly or rear-loading mailroom [mandatory for 100 units or more]), at their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding these conditions, please contact me. I appreciate the opportunity to comment on this project.

Jason Scott – Transit Windsor

Transit Windsor has no objections to this development. The closest existing transit route to this property is with the Walkerville 8. The closest existing bus stop to this property is located directly in front of this property on Riverside at Hall Southwest Corner providing excellent transit coverage to this development. This will be maintained with our Council approved Transit Master Plan. Transit Windsor has no plans or any intention to relocate this bus stop for this development. If the bus stop needs to temporarily be closed for construction on the property, Transit Windsor requires a minimum of 2 weeks notice.

ERCA

The following is provided as a result of our review of Zoning By-Law Amendment Z-044-21 ZNG 6633. The applicant proposes a site-specific exemption to the zoning by-law, to permit one *multiple dwelling* on the subject land. Currently, one *multiple dwelling* containing a maximum of 4 *dwelling units* is permitted on the subject land. The applicant is also requesting for a maximum lot coverage of 30.9%, a maximum building height of 24m, minimum building setback of 0.2m for interior side yard in the area beyond 30m from the Riverside Drive right-of-way, and a minimum building setback of 31.9m from the rear lot line. The proposed development is a multi-storey, *multiple dwelling* with 23 *dwelling units* total. The proposed building will have 4 storeys above grade and 1 storey below grade with 50 above grade parking spaces and 20 below grade parking spaces.

DELEGATED RESPONSIBILITY TO REPRESENT THE PROVINCIAL INTEREST IN NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES ASSOCIATED WITH THE CONSERVATION AUTHORITIES ACT

The following comments reflect our role as representing the provincial interest in natural hazards as outlined by Section 3.1 of the Provincial Policy Statement of the *Planning Act* as well as our regulatory role as defined by Section 28 of the *Conservation Authorities Act*.

We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the *Conservation Authorities Act*). As a result, a permit is not required from ERCA for issues related to Section 28 of the *Conservation Authorities Act*, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservations Authorities Act*, (Ontario Regulation No. 158/06).

WATERSHED BASED RESOURCE MANAGEMENT AGENCY

The following comments are provided in an advisory capacity as a public commenting body on matters related to watershed management.

SECTION 1.6.6.7 PPS, 2020 - Stormwater Management

If this property is subject to Site Plan Control and a site plan application submission in the future, we request to be included in the circulation of the Site Plan Control application. We reserve to comment further on stormwater management concerns, until we have had an opportunity to review the specific details of the proposal, through a complete and detailed site plan application submission.

PLANNING ADVISORY SERVICE TO PLANNING AUTHORITIES - NATURAL HERITAGE POLICIES OF THE PPS, 2020

The following comments are provided from our perspective as an advisory service provider to the Planning Authority on matters related to natural heritage and natural heritage systems as outlined in Section 2.1 of the Provincial Policy Statement of the *Planning Act*. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Planning Authority.

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance as defined by the PPS. Based on our review, we have no objection to the application with respect to the natural heritage policies of the PPS.

FINAL RECOMMENDATION

With the review of background information and aerial photograph, ERCA has no objection to the proposed Zoning By-law Amendment. However, we reserve to comment further on storm water management concerns, until we have had an opportunity to review the specific details of the proposal through the site plan approval stage.

Barbara Rusan – Building

Comments from the City of Windsor Building Division relating to the subject line matter are as follows:

- The Building Code Act, Section 8.1(1) requires that a building permit be issued by the Chief Building Official for any construction or demolition of a building. It is strongly recommended that the owner and/or applicant contact the Building Division to determine building permit needs for the proposed project. The City of Windsor Building Divisions can be reached by phone at 519-255-6267 or through email at buildingdept@citywindsor.ca
- A Record of Site Condition registered on file with the Ministry, is a pre-requisite to Building Permit issuance for the proposed residential use.

Sherif Barsom – Parks D&D

Please note that there are no comments for this liaison from our Parks design and development dept..

Patrick Winters – Engineering & ROW

The subject lands are located at 1247 Riverside Dr. E, designated as Residential on the Land Use Schedule D of the Official Plan. The property is zoned Residential District 2.2 (RD2.2) by Zoning By-law 8600, with site-specific zoning provision S.20(1)310. The applicant proposes a site-specific exemption to the zoning by-law, to permit one multiple dwelling on the subject land. Currently, one multiple dwelling containing a maximum of 4 dwelling units is permitted on the subject land. The applicant is also requesting for a maximum lot coverage of 30.9%, a maximum building height of 24m, minimum building setback of 0.2m for interior side yard in the area beyond 30m from the Riverside Drive right-of-way, and a minimum building setback of 31.9m from the rear lot line.

This site is within the limits of the Riverside Dr. Vista Improvement Environmental Assessment (EA). The EA does not identify any property requirements from this parcel. The current Riverside Drive right-of-way width is 17.4m. Similarly, Hall Ave. is designated as a local road requiring a 20.0m right-of-way. The current right-of-way width is 20.1m and therefore no land conveyance is required along the Hall Ave. frontage. Furthermore, a 4.6m x 4.6m corner cut-off conveyance will be required at the southwest corner of the Riverside Dr. E. and Hall Ave. intersection.

The existing concrete retaining wall fronting Riverside Dr. E is encroaching onto the right-of-way. The applicant shall have this wall removed, including footings, from City property and relocate it to private property if necessary.

The subject lands are serviced by an 825 mm diameter vitrified clay pipe sanitary sewer on Riverside Dr. E., a 450mm diameter reinforced concrete pipe sanitary sewer and a 450mm diameter reinforced concrete pipe storm sewer on Hall Ave. A stormwater management report is required to be completed for the subject lands; storm management facilities must be constructed on site and will ultimately outlet to the municipal sewer using an allowable release rate based on a runoff coefficient of $C = 0.43$. A sanitary sampling manhole will need to be installed on any new sanitary connection at the property line to the satisfaction of the City Engineer.

In summary, we have no objections to the proposed site plan control application, subject to the following requirements:

Site Plan Control Agreement – The applicant enter into an amended agreement with the City of Windsor for all requirements under the General Provisions of the Site Plan Control Agreement for the Engineering Department.

Storm Detention - Prior to the issuance of a Building Permit, the applicant(s) shall agree to retain a consulting engineer for the design and preparation of drawings, satisfactory to the City Engineer, for an internal stormwater detention scheme to service the subject lands. The purpose of this scheme will be to ensure that the storm drainage being directed to the Corporation's storm sewer or ditch, from the lands in their improved state, be restricted using an allowable release rate based on a runoff coefficient of $C = 0.43$. If these drawings are approved, the applicant(s) shall agree to construct this storm detention scheme, to the satisfaction of the City Engineer.

Sanitary Sampling Manhole – The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.

Corner Cut-Off – The owner(s) agrees, prior to the issuance of a construction permit, to gratuitously convey a 4.6 m x 4.6 m (15' x 15') corner cut-off at the intersection of Riverside Dr. E. and Hall Ave. in accordance with City of Windsor Standard Drawing AS-230.

Oil & Grit Separator – The owner shall agree to install an approved oil & grit separator on site for the new development to control sediment into the storm water drainage system to the satisfaction of the City Engineer.

Encroachment – The owner agrees to remove the existing retaining wall encroachment into the Riverside Dr. E. right-of-way and the boulevard is to be restored to the satisfaction of the City Engineer.

Stefan Fediuk – Landscape Architect

Pursuant to the application for a zoning amendment (Z 044/21) to permit a site-specific exemption to the zoning by-law, to permit one *multiple dwelling* on the subject, please note no objections.

Please also note the following comments:

Zoning Provisions for Parking Setback:

There are no additional zoning requirements from a landscape architectural or urban design perspective.

Urban Design:

This segment of Riverside Drive East is designated as a Civic Way in the Official Plan (Schedule G), and adjacent to the Greenway System (Schedule 'B') of Central Riverfront Lands. Development along Riverside Drive is to be complementary to those areas as identified in the Official Plan sections 8.11.12.12 and 8.11.12.13, which require the provision of enhanced landscape and urban design for the frontages of the development along Civic Ways. Enhancement of the proposed SWM area as vegetative will help to provide this enhancement.

In addition, substantial tree planting would help mediate between the scale of the proposed development and the scale of the surrounding residential properties.

Furthermore, fencing and/or hedge planting along the south property boundary may be required in order to provide privacy for the abutting.

Climate Change:

Aside from Stormwater Management proposals for this application, the applicant has not addressed climate change requirements found in the PPS (see 1.1.3.2 c) & d). The project summary does site sections of the PPS that include climate change resilience through adaptation and mitigation (PPS 1.8 Energy Conservation, Air Quality and Climate Change) especially PPS1.8.1 which states:

- Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the *impacts of a changing climate* through land use and development patterns which:
 - f) promote design and orientation which maximizes energy efficiency and conservation, and considers the mitigating effects of vegetation and *green infrastructure*; and
 - g) maximize vegetation within *settlement areas*, where feasible.The PPS defines Green Infrastructure as: "...natural and human-made elements that provide ecological and hydrological functions and processes. *Green infrastructure* can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs."

Section 4.2.1 Healthy and Liveable City of the Official Plan also supports the PPS's climate change requirements in 4.2.1.4 which states: "To protect against climate change and its possible adverse effects on human health, the physical environment, economy and quality life."

However, the proposal as per the accompanying site plan is silent to those requirements. Climate change adaptation also needs to address to air quality and heat island effect reduction. Therefore, it is recommended that the development proposal provide measures for adaption through the provision of shade trees for heat reduction as well as Green Infrastructure through Low Impact Design best practices (i.e. trees and vegetative landscaped edges of the stormwater management area) to reduce and slow the flow of storm water to the proposed SWM area.

Tree Preservation:

N/A

Parkland Dedication:

All requirements will be determined at the time a Site Plan application is received

Rania Toufeili – Transportation

- Riverside Drive East is classified as a Scenic Drive per the Official Plan with a required right-of-way width of 24 meters. No conveyance is required per the Riverside Vista Improvement Environmental Assessment.
- Hall Avenue is classified as a local road per the Official Plan with a required right-of-way width of 20 meters. The current right-of-way width is sufficient and therefore no conveyance is required.
- A 4.6 meter corner cut-off is required at the corner of Hall Avenue and Riverside Drive East.
- All accesses shall conform to the TAC Geometric Design Guide for Canadian Roads and the City of Windsor Standard Engineering Drawings (AS-203 and AS-204).
- All new exterior paths of travel must meet the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

Enwin

Hydro Engineering: No Objections to the proposed Multiple Dwelling.

Water Engineering: Water Engineering Has No Objections to Rezoning

Kristina Tang – Heritage Planner

Archaeological Assessment Report Entitled, " Stage 2: Archaeological Assessment 1247-1271 Riverside Drive Lot 6 and Part of Lot 92, Concession 1 Geographic Township of Sandwich East City of Windsor Essex County, Ontario", Dated Sep 6, 2016, Filed with MTCS Toronto Office on Sep 13, 2016, MTCS Project Information Form Number P109-0053-2016, MTCS File Number 0003405, has been entered into the Ontario Public Register of Archaeological Reports. Although the report recommends that no further archaeological assessment of the property is recommended, the applicant is still to note the following archaeological precautions:

1. Should archaeological resources be found during grading, construction or soil removal activities, all work in the area must stop immediately and the City's Planning & Building Department, the City's Manager of Culture and Events, and the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries must be notified and confirm satisfaction of any archaeological requirements before work can recommence.
2. In the event that human remains are encountered during grading, construction or soil removal activities, all work in that area must be stopped immediately and the site

secured. The local police or coroner must be contacted to determine whether or not the skeletal remains are human, and whether the remains constitute a part of a crime scene. The Local police or coroner will then notify the Ontario Ministry of Heritage, Sport, Tourism and Culture Industries and the Registrar at the Ministry of Government and Consumer Services if needed, and notification and satisfactory confirmation be given by the Ministry of Heritage, Sport, Tourism and Culture Industries.

Contacts:

Windsor Planning & Building Department:

519-255-6543 x6179, ktang@citywindsor.ca, planningdept@citywindsor.ca

Windsor Manager of Culture and Events:

Michelle Staadegaard, (O) 519-253-2300x2726, (C) 519-816-0711,

mstaadegaard@citywindsor.ca

Ontario Ministry of Heritage, Sport, Tourism and Culture Industries

Archaeology Programs Unit, 1-416-212-8886, Archaeology@ontario.ca

Windsor Police: 911

Ontario Ministry of Government & Consumer Services

A/Registrar of Burial Sites, War Graves, Abandoned Cemeteries and Cemetery Closures, 1-416-212-7499, Crystal.Forrest@ontario.ca

APPENDIX D – DRAFT BY-LAW AMENDMENT

BY-LAW NUMBER -20212
A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600
CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the day of , 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 amended paragraph:

“310. SOUTHWEST CORNER OF RIVERSIDE DRIVE EAST AND HALL AVENUE

For the lands comprising part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], the following shall apply:

ADDITIONAL PERMITTED USES:

Multiple Dwelling with five or more *dwelling units* ^(New use)

Business Office

Business Office in a *Combined Use Building* with any of the uses permitted in Section 11.2.1, provided that all dwelling units, not including entrances thereto, are located entirely above a *business office*;

ADDITIONAL PROVISIONS FOR *BUSINESS OFFICE* & *BUSINESS OFFICE* IN A *COMBINED USE BUILDING*:

- | | | |
|-----|---|------------------------|
| .3 | Lot Coverage - Total - maximum | 30.0% |
| .4 | Building Height – maximum | 14.0 m |
| .8 | Landscape Open Space Yard – minimum | 15% of <i>lot</i> area |
| .20 | Building Setback – minimum: | |
| | a) From the <i>exterior lot line</i> along Hall Avenue – 1.20 m; and 3.20 m for any part of the <i>building</i> above 8.0 m in height; | |
| | b) From the <i>exterior lot line</i> along Riverside Drive - 6.0 m; and 8.0 m for any part of the <i>building</i> above 8.0 m in height; | |
| | c) From an <i>interior lot line</i> – 15.0 m, for the area within 30.0 m from the Riverside Drive right-of-way; and 1.50 m for the remainder of the area; | |
| | d) From the <i>rear lot line</i> – 50.0 m; | |
| .50 | <i>Parking spaces</i> shall be setback a minimum of 12.0 m from the south limit of Riverside Drive East right-of-way, and shall be screened from Riverside Drive East and adjacent dwellings. | |
| .55 | The minimum parking area separation from the abutting north-south alley shall be 1.10 m. | |
| .90 | A <i>parking space</i> is prohibited in any required <i>front</i> yard. | |
| .95 | Vehicle access is prohibited along the Riverside Drive frontage and along the east-west alley abutting Hall Avenue situated at the most southerly limit of the subject land. | |

ADDITIONAL PROVISIONS FOR *MULTIPLE DWELLING* WITH FIVE OR MORE *DWELLING UNITS*: ^(New provisions)

1. The provisions in Section 20(1)310 that apply to a *Business Office* and a *Combined Use Building* shall also apply to a *multiple dwelling* with five or more *dwelling units*, save and except for s.20(1)310.3, s.20(1)310.4, s.20(1)310.8 and 20(1)310.20(d); and

2. The following additional provisions shall apply to a *multiple dwelling* with five or more *dwelling units*:

- .2 Lot Area – minimum - 93.0 m² per unit
- .3 Lot Coverage – maximum - 35%
- .4 Main Building Height – maximum - 18.0 m
- .8 Landscape Open Space Yard – minimum - 35% of *lot area*
- .20 Building setback from rear lot line - minimum - 30.0 m

3. A scenery loft shall be an additional permitted facility on a *multiple dwelling* with five or more *dwelling units*, subject to the following:

- a. The “*Exceptions To Maximum Building Height Provisions*” shall not apply to a scenery loft on the subject land; and
- b. The Scenery Loft Provisions in section 5.35.5 of by-law 8600 shall not apply, save and except the requirement for a 4.0 metres maximum height. [ZDM 6; ZNG/4153; ZNG/5270; ZNG/6633]”

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Column 2, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	6	Part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT]	-	S.20(1)310

DREW DILKENS, MAYOR

CLERK

First Reading - , 2022
 Second Reading - , 2022
 Third Reading - , 2022

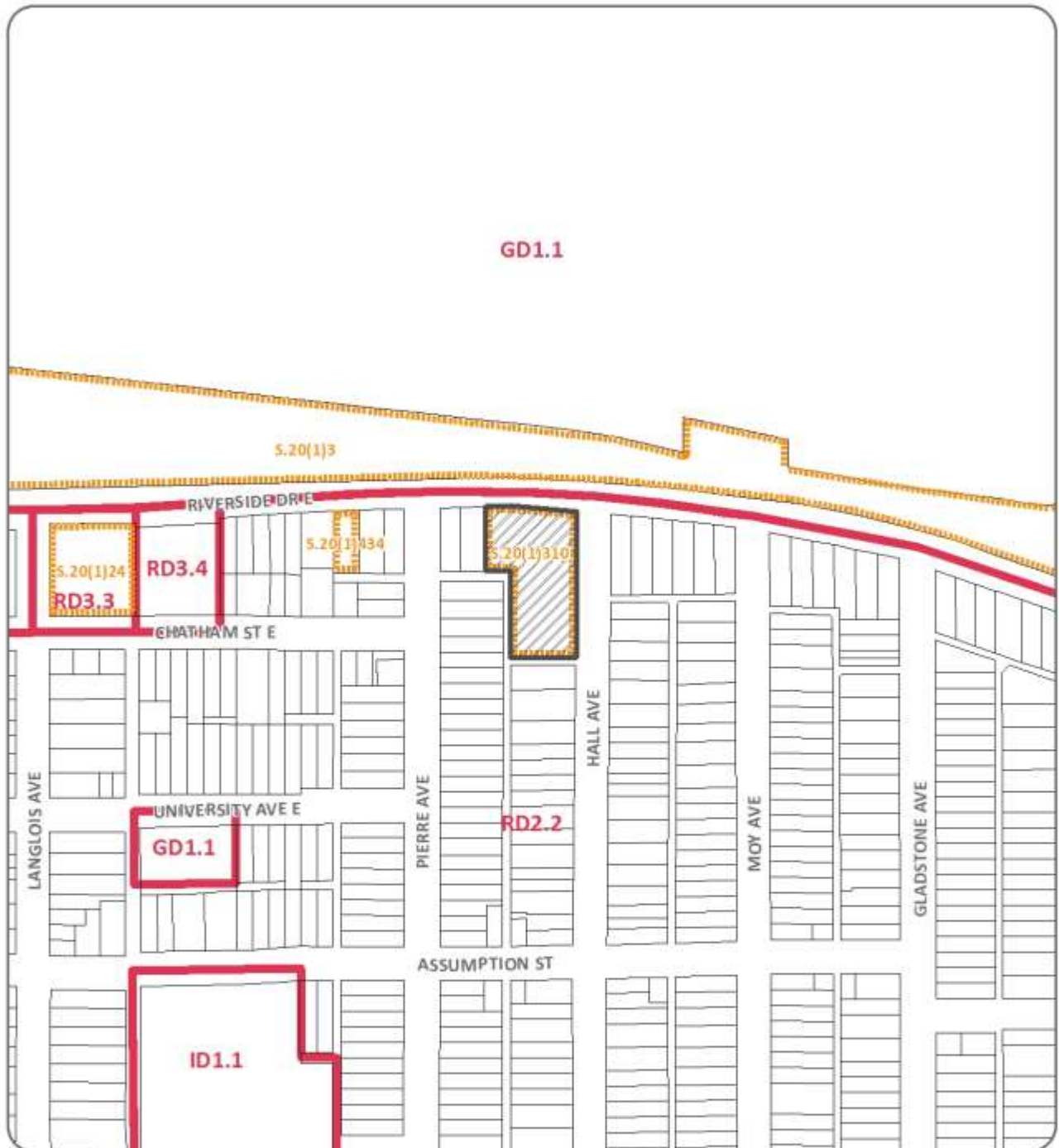
SCHEDULE 2

1. By-law _____ has the following purpose and effect:

To amend the zoning of the lands located on the southwest corner of Riverside Drive East and Hall Avenue, described as part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], so as to permit the development of a multiple dwelling with 5 or more units on the subject land.

The amending by-law maintains the RD2.2 zoning on the subject land, deletes an existing special section [s.20(1)310] on the subject land and replaces the special section with an expanded version that accommodates the proposed 5-storey, 42-unit multiple dwelling on the subject land.

2. Key map showing the location of the lands to which By-law _____ applies.



PART OF ZONING DISTRICT MAP 6

N.T.S.

SCHEDULE 2

Applicant: St. Clair Rhodes Development Corporation



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : JUNE 2022
FILE NO. : Z-044/21, ZNG-6633

File No.: 21-2724

September 13, 2022

The Corporation of the City of Windsor
Planning Department
350 City Hall Square
Windsor, ON
N9A 6S1

Attention: Justina Nwaesei, MCIP RPP
Senior Planner

Request for Relief from Section 45 (1.3)
1247 Riverside Drive East
City of Windsor

In light of the two-year moratorium on minor variances or zoning by-law amendments to amend site specific zoning by-law amendments, on behalf of St. Clair Rhodes Development Corporation, we respectfully request that Council pass a resolution to permit the Development and Heritage Standing Committee to grant relief from this provision to permit Minor Variance Applications for the above noted site should they become necessary in the next two years. The request is pre-emptive in nature as the final design has not been completed.

Background

The Planning Act provides the basis for the establishment of a Committee of Adjustment to evaluate requests for relief from regulations of a Zoning By-law.

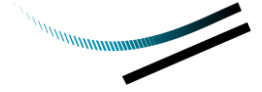
In Section 45 (1) of the Act, the Committee of Adjustment may authorize the approval of minor variances from the provisions of the by-law, if in its opinion said variance is desirable for the appropriate development or use of the land, building or structure.

Section 45 (1.3) states that "Subject to subsection (1.4), no person shall apply for a minor variance from the provisions of the by-law in respect of the land, building or structure before the second anniversary of the day on which the by-law was amended."

The Act does, however, also provide Municipalities the ability, through Council resolution, to allow minor variance applications to proceed on a case-by-case basis, resolution to permit minor variance applications to proceed within the 2-year time frame (Section 45 (1.4) of the Planning Act).

In situations where a proposed minor variance upholds or otherwise does not offend the intent of the recent Zoning By-law Amendment, Council may approve a resolution permitting the application to proceed to the Committee of Adjustments.

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



Conclusion

As such, the applicant has made a request of City Council, by way of the City Solicitor and the Planning Department in accordance with Section 45 (1.4), to permit such a resolution to be passed.

We trust that the application can be processed at your earliest convenience.

DILLON CONSULTING LIMITED

Karl Tanner MCIP, RPP
Partner
zcs:dt

cc: Dino Maggio – St. Clair Rhodes Development Corporation
Jerry Kavanaugh – ADA Inc.
Jason Thibert – ADA Inc.



Subject: 719 Victoria Ave, Treble-Large House - Heritage Permit & Community Heritage Fund Request (Ward 3)

Moved by: Councillor Gill
Seconded by: Member Foot

Decision Number: **DHSC 432**

- I. THAT a Heritage Permit for the designated heritage property located at 719 Victoria Ave, known as the Treble-Large House, **BE GRANTED** for restoration of the front porch and steps.
- II. THAT the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the porch restoration.
- III. THAT a total grant of 35% of the cost of the porch restoration, to an upset amount of \$17,006 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of 719 Victoria Avenue.
- IV. THAT a total grant of 35% of the cost of conservation work for the turret and chimney repairs amounting to \$9,257 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of 719 Victoria Avenue.
- V. THAT the grant funding identified under recommendations III and IV **BE SUBJECT** to the following:
 - a. Submission of professional drawings, conservation details, technical details and samples, to the satisfaction of the City Planner or designate prior to work start;
 - b. Obtaining a Building Permit;
 - c. Determination by the City Planner that the work is completed to heritage conservation standards and the City Building Official for building code compliance (if required);
 - d. Owner's submission of paid receipts for work completed;
 - e. That the Community Heritage Fund (Reserve Fund 157), grants approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: S 112/2022
Clerk's File: MBA/3398

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 10.1. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: 719 Victoria Ave, Treble-Large House - Heritage Permit & Community Heritage Fund Request (Ward 3)

Reference:

Date to Council: October 3, 2022
Author: Kristina Tang
Heritage Planner
Email: ktang@citywindsor.ca
Phone: 519-255-6543 X 6179
Planning & Building Services
Report Date: September 13, 2022
Clerk's File #: MBA2022

To: Mayor and Members of City Council

Recommendation:

- I. That a Heritage Permit for the designated heritage property located at 719 Victoria Ave, known as the Treble-Large House, **BE GRANTED** for restoration of the front porch and steps.
- II. That the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the porch restoration.
- III. THAT a total grant of 35% of the cost of the porch restoration, to an upset amount of \$17,006 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of 719 Victoria Avenue.
- IV. THAT a total grant of 35% of the cost of conservation work for the turret and, chimney repairs amounting to \$9,257 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of 719 Victoria Avenue.
- V. THAT the grant funding identified under recommendations III and IV **BE SUBJECT** to the following:
 - a. Submission of professional drawings, conservation details, technical details and samples, to the satisfaction of the City Planner or designate prior to work start;
 - b. Obtaining a Building Permit;

- c. Determination by the City Planner that the work is completed to heritage conservation standards and the City Building Official for building code compliance (if required);
- d. Owner's submission of paid receipts for work completed;
- e. That the Community Heritage Fund (Reserve Fund 157), grants approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Executive Summary: N/A

Background:

The property at 719 Victoria Avenue is the Treble-Large House, which was constructed around 1895 in the Queen Anne Style. The picturesque style architecture features distinctive towers and decorative chimneys. This property was designated by City of Windsor Council through By-law No. 6961 on May 19, 1981. (The Reasons for Designation from the Designation by-law is included as Appendix 'A'.)



View of the property.

There has been discussion with the Owners of the property about conducting repairs on the Treble-Large House in the past few years. Last year, repairs to the turret, built-in eavestrough system, minor roof repair, and chimney work were conducted. Due to the ongoing and urgent nature of the scheduling of work, communication continued with the Heritage Planner for the work and the Owners applied for the staff-administered Heritage Property Tax Reduction program. The Owners were also interested in applying for Community Heritage Funding for that work and were advised by staff to combine the request with Porch work that was being contemplated.

However, the porch started showing signs of collapse and the porch column gave way in mid June 2022. Temporary support was provided for the porch and the porch was inspected by the Owner and his contractors. The rotted components would need to be replaced. The Owner has made a Heritage application for the work (in Appendix B) and would need to obtain a Building Permit as well. The porch restoration should take place soon in consideration of the construction season. The Owner has indicated their hope to work on the porch in the end of September/early October. Since the approval process will not be complete, the Owner will have to obtain verification from Building Department as to what investigative/removal work would be acceptable in the meantime.

The Owner has submitted a Community Heritage Fund Application for a total grant of \$26,240 with rationale of asking for 35% for the cost of all work (See Appendix C). Administration is recommending to separate the grant disbursement of 35% for the turret/chimney work already completed, and the porch restoration proposed. The current request supports the Heritage Property Tax Reduction for the turret/chimney work that has already been applied for and administratively processed.

Legal Provisions:

Part IV, 39 (1) of the *Ontario Heritage Act* (OHA) provides that “The council of a municipality may pass by-laws providing for the making of a grant or loan to the owner of a property designated under this Part for the purpose of paying for the whole or any part of the cost of alteration of such designated property on such terms and conditions as the council may prescribe.” The City’s Community Heritage Fund (Reserve Fund 157) exists to provide grants to heritage conservation works on designated heritage properties.

The *OHA* also requires the owner of a heritage designated property to apply to Council to alter the property. The designation by-law includes reasons for designation (see Appendix ‘B’). In accordance with the *OHA*, changes to designated property that affect reasons for designation must be considered by City Council after consulting with the municipal Heritage Committee. Council has the option of granting consent with or without terms and conditions, or refusing the application. However, Council also has the option to delegate the item to an employee or official of the municipality. The delegation of final details would be more expediently handled through staff review and approval.

Discussion:

Proposal:

Porch

The porch appears to be deteriorating due to multiple factors including structural deficiencies at the foundation, but also due to the failure of the eavestroughs resulting in the rotting of the porch column. Missing connections between the eavestroughs on the porch and to the main downspouts of the building would need to be reattached. Segments of the railings and newel post are also rotted out.



Photos of porch (taken June 2022)

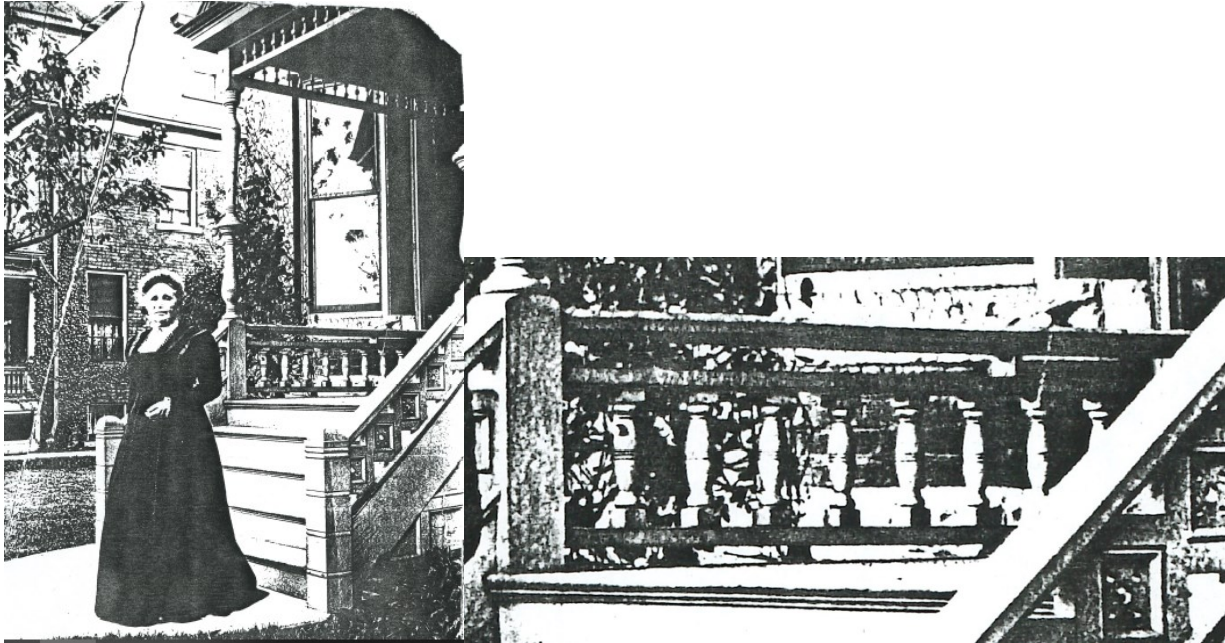


Photos of the newel posts, skirting, railings & guards.

The proposed scope of work includes:

- Removal of all rotted material and replacement of damaged fascia and soffit
- Replacing irreparable portions of eavestrough with copper gutters
- Replacing new wood column with matching detailing
- Restoration of railings and guards similar to original profiles
- Replacing deck (with IPE wood)
- Rebuilding stairs
- Removing and reinstalling wood detailing with correct period finishes, including reconstruction of porch skirting with compatible ventilation
- Repair structural integrity of porch by examining foundation connections for existing and new columns to meet building code

The guards and railings that are existing were not the original design. The original design can be reasonably assumed to be what is depicted in the 1910 photo of the property, and as per the sample that is existing now on the second floor balcony. The Owners wishes to return to more of the original design.



1910 photo with close-up



1990s photo of guard and railings



Current railings with similar design on 2nd floor balcony

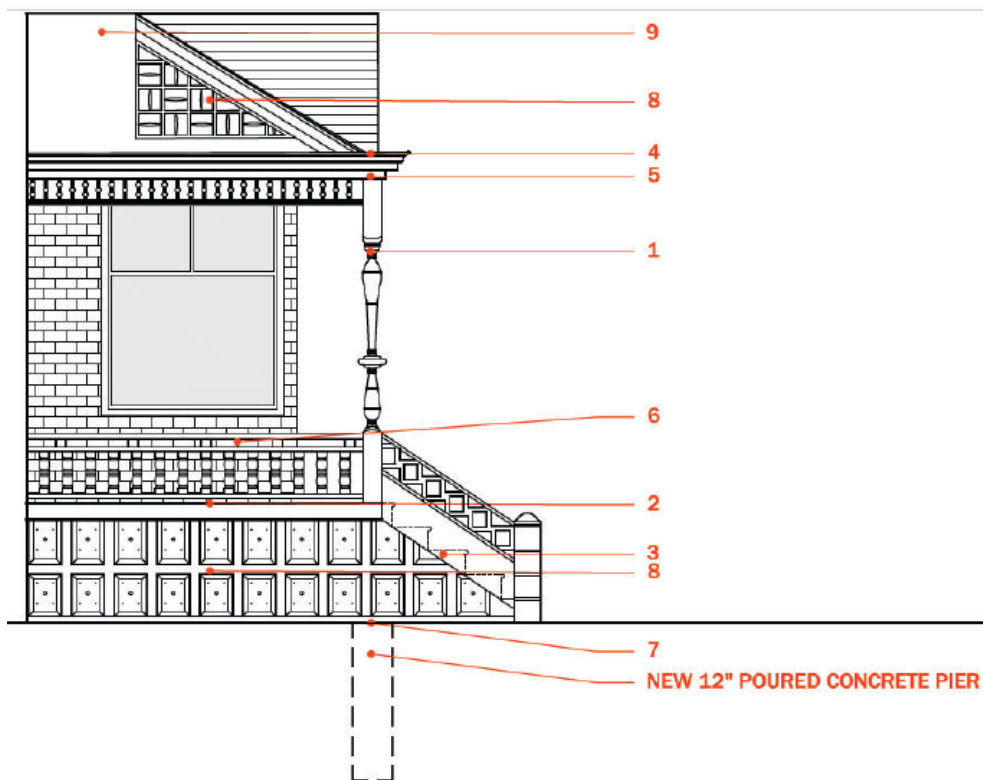
The drawing proposed for the porch restoration indicates the use of quality materials and workmanship, with detailing matching existing features or to match the original design.

The conservation work proposed follows the Standards & Guidelines for Conservation of Historic Places. Standards 13 and 14 are listed below.

Additional Standards Relating to Restoration

- 13. Repair rather than replace *character-defining elements* from the *restoration* period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
- 14. Replace missing features from the *restoration* period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

Building Code discussions were made with the Building Department concerning different options for the guards and railings. Compliance alternatives for the preservation of the heritage porch appearance at the guards and handrails were considered, so as not to have the standard Code requirements (of taller 36" guards) become detrimental to the preservation of the designated heritage building. Building Department has reviewed the drawings preliminarily and suggested to keep the current heights of guards, while allowing for the look of the 1910 guards. Suggestions were also made to ensure the guards would be more structurally stable.

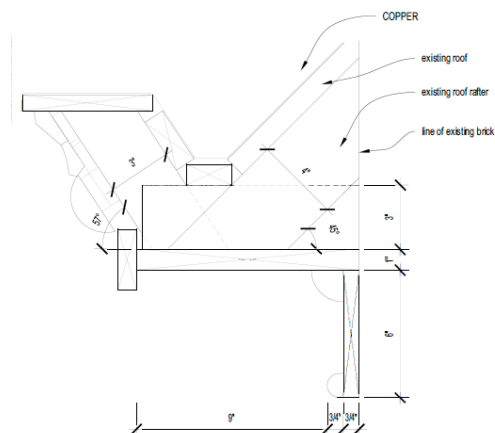


Side view of proposed porch restoration plan

Though the drawings have been reviewed by Heritage Planning & Building staff, submission of final drawings through the Building Permit process would be a requirement to demonstrate adherence to heritage standards and acceptance through the Building Code. Staff will coordinate with the Owner and their agents with respect to the finalizing scope of work, details of the products, materials, design and methods of conservation work. The Owner has expressed hopes to have the restoration work begin end of September/early October 2022 to address and investigate the structural issues first and finalize scope of structural work (i.e. to remove damaged areas of the porch and secure the entrance). The Owner must obtain Building Department consent to proceed with this limited scope of work, if it is to occur prior to all other approvals taking place. The full scope of work will then need to be reconfirmed after porch removals to determine the extent of the structural work required.

Turret & Chimney Repairs

Parts of the soffit/dentil at the turret had fallen off in 2021, and chimney masonry repairs was also needed. Damaged and defective soffit and fascia were removed and the exact profile of the turret with the cornices and dentils were recreated for the broken and defective sections by the woodworking trades contractor. Historical linseed oil was used as the finish. Restoration work was also needed for the eavestrough system and minor roofing work at the turret. The Owners spent much effort sourcing for the materials such as for the rounded copper gutters. Part of the overhang, waterproofing, copper flashing work, and reshingling were necessary. Because scaffolding was already in place at the north section, the chimney repair was conducted (using lime rich Type 'O' mortar).



Sketch of the turret's decorative cornice and built-in eavestrough system by Rawlings Studio



Before Photos of the turret and chimney



Repair work in progress



Post repairs

The repairs of the turret and chimney were reviewed through the Heritage Property Tax Reduction process, and through ongoing communication with the Heritage Planner. The finished work was deemed satisfactory. The Owner expended \$26,450 for the work would like to apply for financial support for the heritage work.

Official Plan Policy:

The Windsor Official Plan includes (9.3.6.1.), “Council will manage heritage resources by: (e) providing support and encouragement to organizations and individuals who undertake the conservation of heritage resources by private means”, and (g) Coordinating the Municipality’s heritage planning and programmes with other levels of government to avoid duplication of effort and to reinforce mutual objectives;

The Plan includes protection (9.3.4.1). "Council will protect heritage resources by: (c) Requiring that, prior to approval of any alteration, partial demolition, removal or change in use of a designated heritage property, the applicant demonstrate that the proposal will not adversely impact the heritage significance of the property ..."

Risk Analysis:

The risk of taking no action for this property is the potential deterioration of a designated heritage property and safety concerns on the porch which has been temporarily stabilized. No city funds will be expended until the project is determined by the Chief Building Official for Building Code compliance and by Planning Staff to be completed according to good heritage practices. Conditions of this determination include provision of drawings, detailed technical information, such as specifications of the material and conservation techniques employed, provision of material samples or mock-up, to ensure that the conservation work is heritage appropriate, prior to disbursement of the funds.

Climate Change Risks

Climate Change Mitigation: N/A

Climate Change Adaptation: N/A

Financial Matters:

The Community Heritage Fund (CHF) guidelines includes the following:

"As a general principle, awards will be limited to a maximum of \$50,000 unless the DHSC (Development & Heritage Standing Committee) so recommends and Council approves." The award from the Community Heritage Fund is generally given according to the following formula: Grant: 15 percent of the award in the form of a grant & Low Cost Loan: 85 percent of the award". However, in this particular case the applicant is asking for 35% grant approval with no loan component. As well the Community Heritage Fund asks for "A minimum of two cost estimates, based on specifications approved by the DHSC and the Commissioner of Building & Development Services, shall be obtained by the owner for all restoration work to be done." The estimates will then be reviewed to ensure that all work specified is covered. The lower bid will usually be recommended for funding."

Porch Restoration Grant

The Owners provided a quote from Laasanen Contract Services (LCS) which did not include a full detailed scope of work needed, nor material and design specifications, and so was initially estimated to be \$20,000 plus HST. The actual cost was expected to cost much more. A separate quote was provided by Rawlings Studio for all of the restoration and rebuild work needed, as per drawings prepared with restoration details using quality materials as per appendix B, and therefore that quote came up to \$48,590.00 after tax. (Higher lumber prices were cited for the quote given.) Though the lower bid is usually recommended for funding, technically the Rawlings quote was the only one provided for the full scope of work needed. The Owner has used the services of Rawlings Studio for the Turret and chimney repairs previously and has a level of comfort in the work

produced, including the details to the porch sketch that was produced by their company, and is prepared to use the services of Rawlings Studio. In addition, the Owners have sought for quotes from other local contactors but did not hear back.

Turret and Chimney Grant

For the turret and chimney repair work, the Owner has already applied for the Heritage Property Tax Reduction Program and processed administratively as per Bylaw 164-2015. Through that program, the work scope and invoices were already vetted. The property tax reductions may be up to 30% for up to 3 years based on the upset limit of the approved cost of eligible heritage conservation works (total cost of \$26,450.00 for the turret & chimney conservation work). It is anticipated there would be tax reductions of approximately \$1,200 per year (based on 2021 tax amounts) starting from 2022 to 2024. No additional application can be made under this program until 2025 for the subject property at 719 Victoria Ave for this type of heritage conservation work.

TOTAL SUMMARY Turret & Chimney Restoration Cost		
Invoice from Vendor	Material/Service	Cost in CDN
*Classic Gutter systems LLC	Downspout, gutters, flashing materials	\$ 6,959.38
OKO Pro Group Inc	Chimney repair and brick repointing	\$ 6,000.00
Laasanen Contract Services	Downspout, gutters, flashing, roofing installation	\$ 8,405.62
Rawlings Studio	Soffit restoration and painting	\$ 5,085.00
	SUM TOTAL	\$ 26,450.00

*Classic Gutters invoices were \$3,407.20 & \$2,101.22 in USD totalling to USD \$5,508.44, which was converted to CDN \$6,959.38 for Classic Gutters Invoice. This was confirmed to be acceptable by City Financial Staff, which was converted at 26% exchange, matching the US exchange rate in the City's PeopleSoft software for the same date.

The Owner is requesting for 35% of cost of the conservation work to be covered by the CHF due to additional cost of conserving special heritage features, especially in today's climate of increasingly expensive trades work. While the higher percentage of grants is usually granted to non-profits and places of worship, Council has in the past granted to private residential owners 30% of cost of wood windows and around 35% for replacement and repair of clay tile roof and other specialty roof related repairs through the CHF. Additionally, applications to both Community Heritage Fund and Heritage Property Tax Reduction programs are not uncommon. Some examples of properties that have been approved for both CHF and the Heritage Property Tax Reduction Program include the Esdras-Parent House for chimney repairs, Wesgate House for clay tile and other roofing repairs, Cunningham Sheet Metal for masonry repairs. Therefore, administration recommends the request by the Owners for CHF of 35% for the work already completed at the turret and chimney, and a separate 35% grant for the porch restoration when completed.

The heritage financial incentive through the Community Heritage Fund (CHF) would provide support to the continued conservation of the heritage features of this designated building. As of August 2022, Community Heritage Fund (Reserve Fund 157) has an uncommitted balance of \$102,819.73 available (including the safeguard of having the minimum balance of \$50,000 in the Committed funds). Therefore, there is sufficient funds in Fund 157 to cover the cost of the two grant projects. Administration recommends that the amounts of 35% after HST to an upset amount of \$17,006 be provided for the Porch Restoration project, and a separate \$9,257 be approved for the turret and chimney repairs. (Note this does not include the additional expense of Building Permit requirements for the porch work).

Consultations:

City staff have been consulting with Owners in recent months. Building Department staff conveyed the requirements and acceptability of alternative Building Code compliant for the porch repairs. Josie Gaultieri, Financial Planning Administrator, assisted with confirmation of fund balance.

Conclusion:

A total grant amount of 35% of the cost of porch restoration work at 719 Victoria Avenue to upset amount of \$17,006, and a separate \$9,257 for the turret and chimney repairs, from the Community Heritage Fund (Reserve Fund 157), should be approved, subject to conditions. Further heritage alteration approvals necessitated for this scope of work is recommended to be delegated to the City Planner or designate to direct further conservation details.

Planning Act Matters: N/A

Approvals:

Name	Title
Kristina Tang	Heritage Planner
Josie Gaultieri	Financial Planning Administrator
Michael Cooke	Deputy City Planner/ Manager, Planning Policy
Thom Hunt	City Planner / Executive Director Planning & Building
Wira Vendrasco	Deputy City Solicitor
Janice Guthrie	Deputy Treasurer Taxation and Financial Planning
Janice Guthrie	On behalf of Chief Financial Officer/ City Treasurer
Jelena Payne	Commissioner of Economic Development & Innovation
Jelena Payne	Chief Administrative Officer (Acting)

Notifications:

Name	Address	Email
Marina Zaikina		m_zaikina@hotmail.com
Igor Karasev		i_karasev@hotmail.com
John Revell- Chief Building Official		jrevell@citywindsor.ca

Appendices:

Appendix A- Reasons for Designation

Appendix B- Heritage Permit Application

Appendix C- Community Heritage Fund Application

Appendix A- Reasons For Designation

719 Victoria Avenue: Treble-Large House

By-Law 6961 passed by Council on May 19, 1981

(The same by-law also applied to 803 Victoria Avenue. Schedule "A" of By-Law 6961, the boundaries of 803 Victoria Avenue, was later found to be erroneous and was corrected with Schedule "A" of By-Law 10256, passed by Council on May 7, 1990. No changes applied to 719 Victoria Avenue.)

719 VICTORIA AVENUE

REASONS FOR DESIGNATION

- (a) Picturesque style of architecture with towers, built about 1895, mainly of stretcher brick, several stone belt courses.
- (b) Decorative chimneys northeast corner and at rear centre.
- (c) Curved glass windows in each tower.*
- (d) Wood porch with wood spindles, decorative wood detail and columns; balcony on second storey front elevation; bay dormer on upper level.

* Report of July 8, 1993: "It should be noted that the Reasons for Designation erroneously stated that both towers contain curved-glass windows. In fact, only the northeast tower ever had these features."



HERITAGE PERMIT APPLICATION

Revised 12/2021

CORPORATION OF THE CITY OF WINDSOR

Planning Dept., Suite 320-350 City Hall Sq W, Windsor ON N9A 6S1
519-255-6543 | 519-255-6544 (fax) | planningdept@citywindsor.ca

1. Applicant, Agent and Registered Owner 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.

APPLICANT

Contact Name(s) MARINA KARASEV, IGOR KARASEV
Company or Organization _____
Mailing Address 719 VICTORIA AVE, WINDSOR, ON

Email _____ Postal Code N9A4N3
Phone(s) _____

REGISTERED OWNER IF NOT APPLICANT

Contact Name(s) _____
Company or Organization _____
Mailing Address _____

Email _____ Postal Code _____
Phone(s) _____

AGENT AUTHORIZED BY REGISTERED OWNER TO FILE THE APPLICATION

Contact Name(s) _____
Company or Organization _____
Mailing Address _____

Email _____ Postal Code _____
Phone(s) _____

Who is the primary contact?

- Applicant Registered Owner Agent



HERITAGE PERMIT APPLICATION

Revised 12/2021

2. SUBJECT PROPERTY

Municipal Address: 719 Victoria Ave, Windsor, ON N9A4N3

Legal Description (if known): _____

Building/Structure Type:

- Residential
- Commercial
- Industrial
- Institutional

Heritage Designation:

- Part IV (Individual)
- Part V (Heritage Conservation District)

By-law #: _____ District: _____

Is the property subject to a Heritage Easement or Agreement?

- Yes
- No

3. TYPE OF APPLICATION

Check all that apply:

- Demolition/Removal of heritage attributes
- Addition
- Erection
- Alteration*
- Demolition/Removal of building or structure
- Signage
- Lighting

*The Ontario Heritage Act's definition of "alter" means to change in any manner and includes to restore, renovate, repair or disturb.

4. HERITAGE DESCRIPTION OF BUILDING

Describe the existing design or appearance of buildings, structures, and heritage attributes where work is requested. Include site layout, history, architectural description, number of storeys, style, features, etc..

Queen Ann porch

please, see the attachment

5. PROPOSED WORK

Provide a detailed written description of work to be done, including any conservation methods you plan to use. Provide details, drawings, and written specifications such as building materials, measurements, window sizes and configurations, decorative details, etc.. Attach site plans, elevations, product spec sheets, etc. to illustrate, if necessary.

Please, see attached

6. HERITAGE PERMIT RATIONALE

Explain the reasons for undertaking the proposed work and why it is necessary.

Deteriorating wood structure, not safe, hazardous condition

Describe the potential impacts to the heritage attributes of the property.

N/A

7. CHECKLIST OF MATERIALS SUBMITTED Check all that apply:

Required:

- Photographs (showing the current condition and context of existing buildings, structures, and heritage attributes that are affected by the application)
- Site plan/ Sketch (showing buildings on the property and location of proposed work)
- Drawings of proposed work (e.g. existing and proposed elevations, floor plans, roof plans, etc., as determined by Heritage Planning staff)
- Specifications of proposed work (e.g. construction specification details)

Potentially required (to be determined by Heritage Planning staff):

- Registered survey
- Material samples, brochures, product data sheets etc.
- Cultural Heritage Evaluation Report
- Heritage Impact Assessment (HIA)
- Heritage Conservation Plan
- Building Condition Assessment

8. NOTES FOR DECLARATION

The applicant hereby declares that the statements made herein and information provided are, to the best of their belief and knowledge, a true and complete representation of the purpose and intent of this application.

The applicant agrees that the proposed work shall be done in accordance with this application, including attachments, and understands that the issuance of the Heritage Alteration Permit under the Ontario Heritage Act shall not be a waiver of any of the provisions of any By-Law of the Corporation of the City of Windsor, or the requirements of the Building Code Act, RSO 1980, c51.

The applicant acknowledges that in the event a permit is issued, any departure from the conditions imposed by the Council of the Corporation of the City of Windsor, or plans and specifications approved is prohibited and could result in the permit being revoked. The applicant further agrees that if the Heritage Alteration Permit is revoked for any cause of irregularity, in the relation to non-conformance with the said agreements, By-Laws, acts or regulations that, in consideration of the issuance of the permit, all claims against the City for any resultant loss or damage are hereby expressly waived.

APPLICANT Signature(s) _____



Date _____

Sep 1, 2022

Date _____

Sep 1, 2022

SCHEDULE A

A. 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 applicant is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Igor KARASEV, am the registered owner of the land that is
name of registered owner
 subject of this application for a Heritage Alteration Permit and I authorize
 _____ to make this application on my behalf.
name of agent



 Signature of Registered Owner

Sep 1, 2022

 Date

If Corporation – I have authority to bind the corporation.

B. Consent to Enter Upon the Subject Lands and Premises

I, Igor KARASEV, hereby authorize the members of the Windsor
 Heritage Committee and City Council and staff of the Corporation of the City of Windsor
 to enter upon the subject lands and premises described in Section 3 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

Sep 1 2022

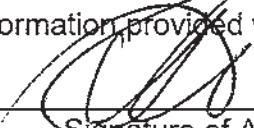
 Date

If Corporation – I have authority to bind the corporation.

C. Acknowledgement of Applicant

I understand that receipt of this application by the City of Windsor Planning Department
 does not guarantee it to be a complete application. 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 understand that pursuant to the provisions of the Ontario Heritage 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.



 Signature of Applicant

Sep 1, 2022

 Date

DO NOT COMPLETE BELOW – STAFF USE ONLY

Approval Record

Date Received by Heritage Planner: _____

Building Permit Application Date, if needed: _____

Application Approval (City Council):
 Development & Heritage Standing Committee: _____
 City Council: _____

Application Approval (City Planner):
 Heritage Planner: _____
 Staff Decision Appealed to City Council: _____
 If so, Date to City Council: _____
 Council Decision Appealed: _____

Additional Notes / Conditions:

DECISION

Heritage Permit No.: _____ Date: _____

Council Motion or City Planner's Signature: _____

Please contact Heritage Planning to request inspections at ktang@citywindsor.ca

CONTACT INFORMATION

Planning Department - Planning Policy
 Corporation of the City of Windsor
 Suite 320 - 350 City Hall Square West
 Windsor ON N9A 6S1
planningdept@citywindsor.ca
 519-255-6543 x 6179
 519-255-6544 (fax)
<http://www.citywindsor.ca>



PROJECT
**FRONT PORCH
RESTORATION**

CITY, PROVINCE

DATE: DATE
PROJECT NO. NO.

REVISION	DATE
1	
2	
3	
4	
5	
6	

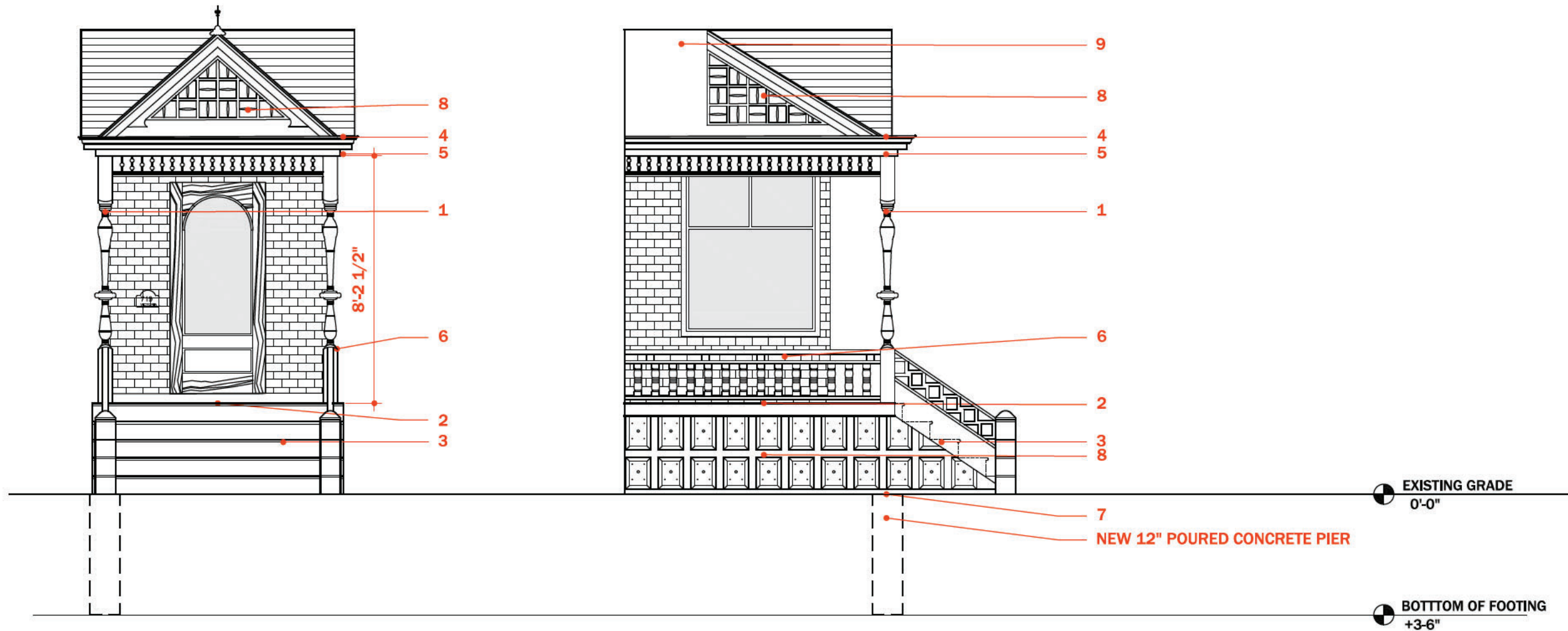
NOTES:
SEE SHEET

ELEVATIONS

SCALE: 1/4" = 1'-0"

A1.1

DRAWN BY: CARLY



1 WEST ELEV.
SCALE: 1/4" = 1'-0"

2 NORTH ELEV.
SCALE: 1/4" = 1'-0"

GENERAL RESTORATION NOTES:

- 1) CONTRACTOR SHALL COORDINATE ALL RESTORATION TO MEET WINDSOR HERITAGE GUIDELINES.
- 2) ALL WORK TO BE THE HIGHEST QUALITY IN WORKMANSHIP STANDARDS. RESTORATION OF ALL ITEMS ON PROJECT WILL BE BASED ON ORIGINAL PERIOD DETAILS.
- 3) ALL WALKABLE SURFACES TO BE IPE WOOD. ALL OTHER WOOD TO BE DECAY-RESISTANT HIGH GRADE LUMBER; MAHOGONY, DOUGLASFUR, OR CLEAR KNOT FREE. ALL WOOD TO BE COMPLETE W/ HISTORICAL FINISHES AND PAINTED ALLBAVK LINSEED OIL, SHADE HISTORIC WHITE.
- 4) ALL EXISTING HERITAGE DETAILS OF SOUND STRUCTURE WILL BE REUSED AND RESTORED WHERE NEEDED.

NOTES:

- 1) NEW WOOD COLUMN TO MATCH DETAILS OF EXISTING WHICH RESEMBLES ORIGINAL CONSTRUCTION AS SHOWN IN HISTORIC PHOTOGRAPHS.
- 2) REBUILD PORCH BASE W/ IPE. DETAILS TO MATCH EXISTING.
- 3) STAIRS TO BE REBUILT TO MEET T.B.L. 9.8.4.1.
- 4) REMOVE EXISTING ROTTED GUTTER TO BE REPLACED WITH COPPER TO MATCH EXISTING DETAILS IN PLACE.
- 5) EXAMINE EXISTING WD SOFFIT AND REPLACE DETERIORATED AREAS AS NECESSARY.
- 6) REBUILD EXISTING HANDRAIL TO ORIGINAL PROFILES AND SPACING AS LOCATED ON EXISTING SECOND FLOOR BALCONY.

- 7) EXAMINE ALL FOUNDATION CONNECTIONS FOR EXISTING AND NEW COLUMNS TO MEET O.B.C.
- 8) REMOVE AND REINSTALL ALL WOOD DETAILING WITH CORRECT PERIOD FINISHES. RECONSTRUCT PORCH SKIRT W/ COMPATIBLE VENTILATION REFLECT HISTORIC PHOTOGRAPH.
- 9) EXISTING EAVESTROUGH AND WATER MIGRATION WILL REFLECT ORIGINAL 1910 HISTORICAL IMAGES. FLASHING AT INTERSECTION OF PORCH AND EXISTING BRICK TO BE CONSISTENT WITH HISTORICAL DETAILING, FUTURE DOCUMENTATION BASED ON CORNER DISSECTION TO BE PROVIDED IF NEEDED.



CITY OF WINDSOR
COMMUNITY HERITAGE FUND

APPLICATION FOR LOAN AND/OR GRANT
(To be completed in full)

APPLICANT/AGENT/OWNER INFORMATION

1. APPLICANT(S): MARINA KARASEV
Address, City: 719 Victoria Ave, Windsor Postal Code: N9A 4N3
Email: [REDACTED] Telephone: [REDACTED]
2. AGENT/ARCHITECT/ENGINEER/SOLICITOR: _____
Address, City: _____ Postal Code: _____
Email: _____ Telephone: _____
3. REGISTERED OWNER(S): Igor KARASEV, MARINA KARASEV
Address, City: same Postal Code: same
Email: same Telephone: same

PROPERTY FOR WHICH HERITAGE FUND ASSISTANCE IS REQUESTED

4. HERITAGE NAME OF PROPERTY Trebl Large House
5. MUNICIPAL ADDRESS 719 Victoria Ave, Windsor, ON
6. LEGAL DESCRIPTION (Lot and Plan) Plan 381 Lot 30 6031
7. ASSESSMENT ROLL NUMBER(S) 3739 - 040 - 290 - 06900 - 0000
8. EXISTING USE residential
9. THIS PROPERTY IS DESIGNATED UNDER THE ONTARIO HERITAGE ACT
YES By-law No. _____ Date _____

REQUESTED HERITAGE FUND ASSISTANCE

10. AMOUNT AND TYPE OF FINANCIAL ASSISTANCE REQUESTED:
Loan \$ 0
Grant \$ ~~1500~~ 26264.00 TOTAL \$ ~~1500~~ 26264.00
M.K.S.K M.K.S.K

NOTE: Details for loan/grant are set out in the attached pamphlet "Windsor's Community Heritage Fund".

11. If a loan is requested, please indicate your term of repayment: N/A years.
12. Are there any outstanding mortgages or liens against this property?
NO
YES Amount: _____ Institution: _____
13. If your application for a loan, grant or loan/grant combination is in an amount not to exceed \$15,000, you may be required to obtain a property appraisal from a real estate agent or certified appraiser. If your application is in an amount in excess of \$15,000, you may be required to obtain an appraisal from a certified appraiser.
14. Have you previously received assistance from the City for the property named above?
NO

YES Amount: _____ Date: _____

Source of funds: _____

REASONS FOR REQUESTING HERITAGE FUND ASSISTANCE

A. Rehabilitation of Owner's designated property:

15. Describe fully here (or on attached sheets) the proposed work to be undertaken:

To complete projects involving the restoration of original existing architectural features mentioned in the reasons for designation; turpetts & porch.
Please, see the scope of work attached.

16. The applicant is responsible for providing at least two written estimates from qualified contractors and/or qualified design consultants for the proposed restoration work. The estimates should contain sufficient detail to permit a review of individual components of the proposed work. Attach estimates to this form when filing. (Some specifications are available from the Heritage Planner – see contact information at the bottom of this page.)

17. Describe any new uses of the property, if different from the existing use.

18. The application shall include recent, dated photographs of the property, to clearly illustrate the areas of the property that are the subject of the proposed work. Any available architectural drawings should be included as well.

19. Early photographs or drawings showing the property's original appearance should be submitted, if available, to assist in the review of the application.

~~B. Purchase of designated property:~~

20. Indicate the full price of the property you wish to purchase: \$ _____ and include a copy of the "offer to purchase."

21. Indicate your other sources of funding, the amount you will receive, and any subsequent liens/mortgages.

~~C. Architectural/engineering study of Owner's designated property:~~

22. Indicate the full price of the architectural/engineering study by a restoration specialist: \$ _____ and include a copy of the estimate or invoice from the study.

SIGNATURES

APPLICANT OR AGENT  Date Sep 15, 2022

REGISTERED OWNER(S)   Date Sep 15, 2022

CHECKED/RECEIVED BY HERITAGE PLANNER _____ Date _____

This application should be completed and filed with the:
Planning Department
Suite 320 - 350 City Hall Square West
Windsor ON, N9A 6S1

For assistance and/or information on filing, please contact the Planning Department:
Telephone 519-255-6543 x 6179 Fax 519-255-6544

NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION:

I/We also acknowledge that the information requested on this form is required in order to process the application to the Development & Heritage Standing Committee. Please be advised that the information in this application form may be released to the public in an electronic form, i.e. web site and/or paper format, i.e. agenda or minutes.

Dated: Sep 15, 2022

Signed: 
Signature of Applicant

From: [Karasev Marina](#)
To: [Tang, Kristina](#)
Cc: [Igor Grebenyuk](#); [Igor G Grebenyuk](#)
Subject: Re: victoria ave quote
Date: Thursday, September 15, 2022 6:22:37 PM
Attachments: [attachment 1.pdf](#)

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 Kristina,

Please, see attached the updated Application for grant form and revised rationale.

Rationale: For the last 2 years we are living project to protect to preserve Heritage appearance of our beautiful historic house. We spend a lot of time and money to restore the turret and we are now starting another project -porch. We spend about \$26450 on our first project and the estimate for Porch project is coming even higher due to the lumber cost and labour cost increase and it is \$48590. We would like to apply for 35% grant of the total amount of projects (\$75040) which equals to \$26264.

As responsible owners, we want to do a quality work and quality restoration, which comes with the cost. We don't want to repeat the previous owners mistakes with patch repairs.

The cost of repairs are taking a big stake in our family budget and with increased interest rates it makes it even more difficult, but we are determined to finish these projects.

We hope for your help and assistance.

Thank you for your time.

Kind regards,
Marina and Igor Karasev

Sent from my iPhone

On Sep 15, 2022, at 4:57 PM, Tang, Kristina <ktang@citywindsor.ca> wrote:

Information for Porch Restoration

From: [Karasev Marina](#)
To: [Igor G Grebenyuk](#)
Cc: [Tang, Kristina](#)
Subject: Re: Heritage fund assistance
Date: Wednesday, September 14, 2022 7:17:37 PM

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.

Sorry autocorrect

Hello Kristina,

Apologize about the delay. We haven't received any new quotes unfortunately. We tried to reach out to the following companies:

Joe's Woodcraft of Windsor 5041 Ure St, Oldcastle, ON N0R 1L0 - one of my good friends recommended them. No response left multiple voicemails.

Miller's Millwork & Hardware 1156 Crawford Ave, Windsor, ON N9A 5C9 - did not have proper equipment to help replicate the woodwork.

Bettermade Cabinets 3275 Odessa Dr, Tecumseh, ON N8N 2M1 - Did not receive a call back

Please let us know if you need anything from us.

Thank you,

Sent from my iPhone

On Sep 14, 2022, at 5:08 PM, Igor G Grebenyuk <i_karasev@hotmail.com> wrote:

Hello Kristina,

Apologize about the delay. We haven't received any new quotes unfortunately. We tried to reach out to the following companies:

PROPOSAL

LAASANEN CONTRACT SERVICES
WINDSOR, ONTARIO
G.S.T. #R120212064

Proposal No.
Sheet No.
Date Sept 3/2022

Proposal Submitted To	Work To Be Performed At
Name <u>IGOR Grabenyski</u>	Street <u>SAME</u>
Street <u>719 Victoria</u>	City _____
City <u>WINDSOR</u>	Date of Plans _____
State <u>ONTARIO</u>	Architect _____
Telephone <u>1-647-833-8705</u>	

We hereby propose to furnish the materials and perform the labor necessary for the completion of

- work to include removal of all rotted material and repairs or replace all damaged fascia, soffit and trough, ready for paint
- Budget at \$5000.00 for material & labour

Restoration work to repair structural integrity of front porch and replace deck & railings to match original look of porch
- Budget at \$15,000 for material & labour

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Dollars (\$ 20,000.00) plus HST.

with payments to be made as follows:

Payment schedule to be determined at time of final contract

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by

Laasanen Contract Services

Respectfully submitted

Kari Laasanen

Per

owner/operator

Note - This proposal may be withdrawn by us if not accepted within 30 days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____

Signature _____

Information for Turret/Chimney Restoration

Photos of the Property – Before Works

2021-02-25



Information for Turret/Chimney Restoration

2021-05-11



BetterMade Cabinets Inc.

www.bettermadecabinets.com

info@bettermadecabinets.com

3275 Odessa Drive

Tecumseh, ON., N8N 2M1

Phone 519-739-3330 Fax 519-739-3340

Manufacturing Facility and Showroom

May 22, 2019

Proposal to Restore Existing Soffit at 719 Victoria Ave, Windsor

Proposal includes;

- Scaffolding
- Repair/restoration to soffit and attached moulding on north turret
- Scrap and paint repair/restoration
- Paint material included

Proposal does not include;

- Roof or structural repairs.
- Any deficiencies that are uncovered as restoration on original scope of work is in progress.
- Permits (although it should not be required as it is a private residential property)

Total \$29,000.00 + HST

Terms: Start up 40% deposit
Mid work 40% deposit
Upon completion 20%

OKO PRO GROUP INC
 478 Hall Ave,
 Windsor, Ontario N9A
 2L8

QUOTATION

Date:	12/1/2020
Quote #:	11025
PO:	

Client:
Igor Grebenyk 719 Victoria Ave, Windsor ON N9A 4N3

Terms	Rep
	ML

Item	Description	Quantity	U/M	Price Each	Total
CTI Installatio...	Restoration of Existing Box Gutter at 719 Victoria Ave, Windsor Quote Includes: Scaffolding; Repair/restoration to soffit and attached moulding on north turret; Scrap and paint repair/restoration, Paint material included. *** Permits (although it should not be required as it is a private residential property)			8,365.00	8,365.00

The information contained in this quote shall not be used or duplicated in any other purpose then to evaluate the quote. Prices and tax rates are subject to change.

+ HST

Total **\$8,365.00**

Acceptance of proposal:
 If the above prices, specifications, and conditions are satisfactory, **OKO PRO GROUP INC.** is authorized to order products and/or perform services as specified. Upon acceptance of this quote, a purchase order number must be issued for the value of the project bearing an authorized signature. All work will be invoiced at the time of project completion.

Signature:

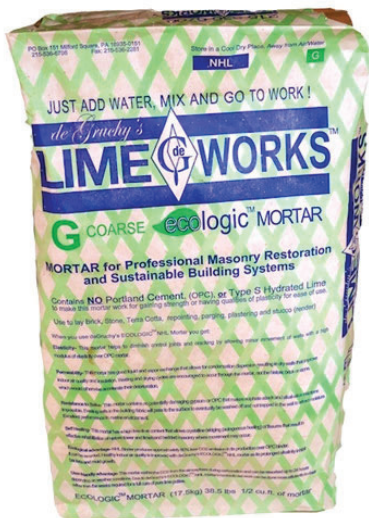
Date:

deGruchy's **LIMEWORKS.us** Makers of **ecologic**® Mortar & Plaster Brand For Historic Restoration and Green Building

Phone: 215-536-6706 Fax: 215-453-1310 3145 State Road, Telford, PA 18969 www.LimeWorks.us

Last Modified: Jun 15, 2016

deGruchy's Ecologic™ Mortar ... Just add water!



deGruchy's Ecologic™ Mortar, in any of the stock colors, are simply a prepared blend of binder/aggregate/pigments to which you just add water, mix and go to work. Use it to repoint historic buildings, stucco and build new buildings which are considered a Green Application and result in a desired "Old World" Lime finish. It is as simple as mixing the mortar with water using a high torque industrial electric drill and a rigid paddle attachment in five-gallon pail or using a mason's paddle-style mortar mixer. The bag weight is 38.5 pounds.

deGruchy's Ecologic™ Mortar is coded as "DGM" followed by a number to correspond to a certain stock mortar color. "SCG" on bags means "Standard Construction Grade" where no pigment is added. Type "F" stands for "fine sands" for the application of butter joint repointing, fine jointed Ashlar stonework and for smooth stuccos. Type "G" stands for "coarse granules" for most all other applications. The granules in Type G are coarse in comparison to the fine sands in a Type F mortar, but the coarse granules are likened to regular mason's sand that

meets ASTM C-144 standards for sharp, well-graded sand. The coarse grains are not as coarse as typical concrete sand. Both the Type F and Type G sands have four grades of sand making up the majority of the component sizes in the entire sand blend. All Stock Ecologic™ Mortars are made with NHL 3.5 and "G" type sand blend. Ecologic™ Mortar (F) with fine sand is also made with NHL 3.5 and is a stock product in the SCG Non-Pigmented color only. All other mixes are considered a custom blend.

The advantage of the pre-blended material with sand and pigment already added is that the mixing can take place on each level of scaffold, if suitable conditions allow using the drill and paddle mixing method, with no excess sand piles or other bags of material stored on site. deGruchy's Ecologic™ pre-blended mortar is all you need. Having all the materials in one bag reduces the temptation for masons to add Portland cement to the straight Natural Hydraulic Limes thinking this is what is customary when they use local type S hydrated lime. The preblended material ensures that the engineering of the mortar's final properties is kept in a high quality control environment with the right sand and the right pigments for consistent color.

Ecologic™ Lime Mortar And Color-Matching System

NO Portland Cement is present deGruchy’s Ecologic™ mortars yet the stock material will still reach the required 750 p.s.i. required for a type N mortar while maintaining the high permeability required for repointing and repair to historic structures originally built with lime mortars.

Ecologic™ Mortars can be used for sustainable applications in stucco, interior plaster, laying up of masonry units, stonework and as historic building repointing mortars.

The colors shown below represent the 12 stock Ecologic™ Mortar colors.



Disclaimer: Many factors affect how these images may appear on your computer monitor and how it prints on your specific printer. Print this page to provide a similar representation of the actual shades of all stock Ecologic™ Mortars. It is suggested that you purchase the Ecologic™ Mortar kit so that you may view each strip individually or hold one or more of these channels of dried mortar up to a building to determine a match when planning to duplicate a repointing mortar.

Ecologic™ Lime Mortar And Color-Matching System

NO Portland Cement is present deGruchy’s Ecologic™ mortars yet the stock material will still reach the required 750 p.s.i. required for a type N mortar while maintaining the high permeability required for repointing and repair to historic structures originally built with lime mortars.

Ecologic™ Mortars can be used for sustainable applications in stucco, interior plaster, laying up of masonry units, stonework and as historic building repointing mortars.

4 Examples of custom mixes are included in the Ecologic™ Mortar Kit:



Disclaimer: Many factors affect how these images may appear on your computer monitor and how it prints on your specific printer. Print this page to provide a similar representation of the actual shades of all stock Ecologic™ Mortars. It is suggested that you purchase the Ecologic™ Mortar kit so that you may view each strip individually or hold one or more of these channels of dried mortar up to a building to determine a match when planning to duplicate a repointing mortar.

Ecologic™ Mortar Type G NHL 3.5 Ready Mix

Ecologic™ mortar G is a premixed pure & natural hydraulic lime and sand mortar for building, pointing, repointing, stucco work, plastering, and finishing in a variety of colors.

The absence of cement, ashes, gypsum, and other pozzolanic additions together with its other qualities make Ecologic™ mortar G highly suitable for repair and conservation work on traditional, vernacular, and historic buildings. In new build the properties of Ecologic™ mortar G will allow the reduction of strategically placed control joints in new building, dispersion of condensation, and will accommodate small settlement movements.

Ecofriendly Characteristics:

- High vapor exchange qualities
- Produced with lower energy than cementitious mixes
- Re-absorption of CO₂ in curing
- Will not deteriorate timber
- Possibility of recycling the materials used in buildings
- Elimination of painted finishes

Granulometry: G granulometry using US Standard Test Sieve #16 (1.18mm) to #200 (0.075mm) for masonry, pointing, dubbing out, first and main coats on renders and rough finishing coats.

Packing: Ecologic™ mortar G 38.5lbs (17.5kg)

Consumption: (See – Ecologic™ mortar Consumption Chart)

Preperation: In ordinary drum mixers (mix for about 5 minutes)

Water Addition:

Ecologic™ mortar G: .6 gallons (2.25 liters) – .65 gallons (2.50 liters) per bag of 38.5lbs. (17.5kg)

Application:

On clean and dry background not water proofed. Dampen adequately dry or high suction surfaces. Do not apply at temperatures below 40°F (5°C) or above 85°F (30°C). Protect against strong rain, frost, drying wind or direct strong sun until sufficient hardening has occurred.

Application by Spray Gun:

Possible. Please consult us.

The above details are given for information purposes only. Final dosages and application should be checked with our technicians. The Factory reserves the right to alter specifications.

Comparison Blends NHL vs. Cement		Ecologic™ NHL 1:2.5	Type N Cement 1:1:6	Type O Cement 1:2:9
Water content		7.76 oz	200 g	200 g
Water to binder ratio		1.07	.72	.65
Penetration	INCH	23/64	9/32	9/32
Set (beginning)	H	6	1.3	1
Bulk density (no curing)	lb/cu.ft.	134	131	131
Air content	%	0	0	0
Elasticity Moduli	Mpa			
28 days		9000	16200	15595
6 months		13505	22010	19300
12 months		13620	22010	19700
24 months		13785	22150	19650
Flexual strength	PSI			
7 days		83	297	239
28 days		69.6	283	225
6 months		246.5	304	217
12 months		297.25	319	246
24 months		290	319	254
Compressive strength	PSI			
7 days		83	728	719
28 days		213	1116	834
6 months		774	1174	834
12 months		855	1261	877
24 months		870	1232	863
Permeability vapor exchange. gr of air x m2 x hour x mmHg		.65	.23	.25
Shrinkage at 28 days	mm.m	.44	.63	.42
Water absorbtion	L.h.m2	7.3	.23	.25
Capillarity	g.min	4.7	1.08	6.86

The above details are given for information purposes only. Final dosages and application should be checked with our technicians. The Factory reserves the right to alter specifications.

PROPOSAL

LAASANEN CONTRACT SERVICES
 WINDSOR, ONTARIO
 G.S.T. #R139219364

Proposal No.

Sheet No.

Date DEC 3 / 2020

Proposal Submitted To	Work To Be Performed At
Name <u>IGOR Grobenyuk</u>	Street <u>SAME</u>
Street <u>719 Victoria</u>	City _____
City <u>WINDSOR</u>	Date of Plans _____
State <u>ONTARIO</u>	Architect _____
Telephone <u>1-647-835-8705</u>	

We hereby propose to furnish the materials and perform the labor necessary for the completion of
Restoration work to second floor circular overhang
and eaves trough
 - work to include removal of all rotted material and
 reframe or replace all damaged fascia, soffit and
 trough, ready for paint
 - Budget at \$5000.00 for material & labour

Restoration work to repair structural integrity of front
porch and replace deck & railings to match original
look of porch
 - Budget at \$15,000 for material & labour

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of Dollars \$20,000.00 plus HST.

with payments to be made as follows:
Payment schedule to be determined at time
of final contract

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by Laasanen Contract Services

Respectfully submitted Kari Laasanen
 Per owner/operator

Note — This proposal may be withdrawn by us if not accepted within 30 days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
 Date _____ Signature _____

RJ STEEL & Copper Co.

Ph: (519) 791 - 4066

Fax: (519) 969-1412

2910 Walker Rd

Windsor, Ontario N8W 3R3 www.rjsteel.com

Quotation: 20210628

June 28, 2021

719 Victoria St.
Windsor, Ontario

Thank you for the opportunity to provide pricing for your project.

Project:

Fully Soldered Copper Eavestrough System

1.1 - Products:

- A) Main Turret Roof - Curved Copper Eavestrough and Downspout System.
- B) Patio Roof - Formed Copper Eavestrough System.

A) Main Turret Roof - Curved Copper Eavestrough and Downspout System

2.1 - Material:

- 16 ounce pure copper

3.1 - Solder/Sealant:

- 50/50 permanent Solder

4.1 - Fasteners:

- #308 - 18 Stainless Steel fasteners
- Copper and Brass fasteners

5.1 - Scope of Work:

A) Shop Work: Based on Wood Buck supplied by others:

- To fabricate a fully soldered and curved eavestrough system matching the 3ft long wood buck (Wood Buck supplied by others)

B) Installation: Using the existing Scaffold System

- To install the fully soldered 3ft long eavestrough sections.

6.1 - Pricing:

We hereby propose to supply all material and labour as per our listed Scope of Work for the sum of:

\$35,910.00

B) Patio Roof - Formed Copper Eavestrough System (10ft)

7.1 - Pricing:

We hereby propose to supply all material and labour as per our listed Scope of Work for the sum of:

\$5,750.00

Feel free to contact us with any questions you may have,

Respectfully,

Ryan Jordan

Information for Turret/Chimney Restoration

Information for Turret/Chimney Restoration



2000 Fasan Drive
Oldcastle, Ontario N0R 1L0
Tel: (519) 737-2603 Fax: (519) 737-2604

August 10, 2021

VIA e-mail

ATTENTION: Igor

RE: Masonry repairs at 719 Victoria Ave., Windsor

QUOTATION

As per your request, we submit our proposal for masonry repairs based on the following scope of work:

EXISTING CHIMNEY on North elevation

- Add additional scaffolding to existing scaffold frames to reach top of chimney
- Cut joints and tuck point with new Type 'O' mortar
- Owner to provide replacement bricks if required – this quote includes for 12 bricks to be replaced

EXISTING FRONT ENTRANCE

- Re-point masonry over existing front entrance (2nd floor)

All re-pointed areas to be cleaned upon completion – masonry detergent may be used if necessary
 All work to be performed on Owner’s scaffolding with the exception of additional scaffold for chimney access
 Work shall be completed during regular hours

TOTAL QUOTE:	\$ 11,880.00 + HST
--------------	--------------------

NOTE: Not included in quote

- construction permits
- all power, water and staging area to be supplied by Owner
- landscape restoration by Owner
- winter heat/handling
- painting or caulking
- premium time
- brick replacement unless noted
- working around/near existing utilities

We thank you for the opportunity to be of service to you,

ARTISAN MASONRY INC.

Perry Wong
Project Manager

Estimate

Classic Gutter Systems, L.L.C.

155 McCollum
Galesburg, MI 49053

Phone # 269-665-2700
Fax # 269-665-1234

DATE	ESTIMATE NO.
8/9/2021	34443

www.classicgutters.com

NAME / ADDRESS
Grenbenyuk, Igor 719 Victoria Ave. Windsor Ontario, CA N9A4N3

Ship To
Grenbenyuk, Igor 719 Victoria Ave. Windsor Ontario, CA N9A4N3

P.O. NO.	TERMS	REP	VIA	Special Instructions
	Prepaid	SN	OLD DOMINION	

QTY	ITEM	DESCRIPTION	COST	TOTAL
14	G6C20	6" x 20 oz. half round copper gutter 2 @ 7' * Seven foot sections can travel with crate at no additional charge and less chance of damage.	12.85	179.90T
7	GBC	Corrugated gutter box (necessary for shipping gutter)	3.25	22.75T
6	QA6B1	6" cast brass Queen Anne fascia bracket	29.00	174.00T
5	DS4CCR	4" x 16 oz. x 10' corrugated round copper downspout	108.50	542.50T
6	EL4C4CR	4" x 16 oz. corrugated round copper elbow - 40 degree	13.50	81.00T
10	PM4BFL	Cast projecting mount (brass) fleur-de-lis bracket & spring for 4" downspout	37.00	370.00T
4	OUT4C	4" round outlet - copper (inside/outside mount)	9.00	36.00T
2	SCB4C	Scupper collector box for 4" round downspout (copper)	205.00	410.00T
		Subtotal		1,816.15
1	Surcharge	Current Price Increase of 15% 05/01/2021	15.00%	272.42T
1	Freight	Freight charged on Invoice # 83255 \$487.00 COMBINED SHIPMENT W/ RADIUS ORDER	0.00	0.00

			\$2,088.57
--	--	--	------------

QUOTE GOOD FOR 7 DAYS	Customer Phone	Customer Contact	(0.0%)	\$0.00
			Total	\$2,088.57

Information for Turret/Chimney Restoration

Photos of the Property – In Progress & After Works

2021-10-27



Information for Turret/Chimney Restoration

2022-02-08



Information for Turret/Chimney Restoration

Invoice

Classic Gutter Systems, L.L.C.

155 McCollum
Galesburg, MI 49053

Phone # 269-665-2700

Fax # 269-665-1234

Date	Invoice #
8/6/2021	83255

www.classicgutters.com

PAID
08/23/2021

Bill To	Ship To
Igor Grebenyuk 719 Victoria Ave. Windsor Ontario, CA N9A4N3	Grenbenyuk, Igor 719 Victoria Ave. Windsor Ontario, CA N9A4N3

P.O. Number	Terms	Rep	Ship Via	STATUS	Special Inst.
	Prepaid	SN	Old Dominion-R		
Quantity	Item Code	Description		Price Each	Amount
3.00	11RG5HRC	11' Radius Gutter x 5" Half Round Copper (11 foot)		835.00	2,505.00T
1.00	RGC11	Crate necessary for shipping 11' radius gutter		350.00	350.00T
6.00	G5C16	5" x 16 oz copper half-round gutter		8.95	53.70T
2.00	EC5C	5" copper endcap-reversible		5.00	10.00T
1.00	Surcharge	Current Price Increase of 15% 05/01/2021		15.00%	1.50T
		Subtotal			2,920.20
1.00	Freight	Freight charge		487.00	487.00
8-9-2021 \$1500.00 Deposit Balance sent in Check shipped, notified 9-8-2021 pro# 80997063492					

ALL ITEMS RETURNED SUBJECT TO A 20% RESTOCKING FEE! Invoices not paid by the due date are subject to a 1.5% (18% Annual) finance charge.		Sales Tax (0.0%)	\$0.00
		Total	\$3,407.20
Customer Contact	Customer Phone	Payments/Credits	-\$3,407.20
	586-489-7784	Balance Due	\$0.00

Information for Turret/Chimney Restoration

Invoice

Classic Gutter Systems, L.L.C.

155 McCollum
Galesburg, MI 49053

Phone # 269-665-2700

Fax # 269-665-1234

Date	Invoice #
8/9/2021	83275

www.classicgutters.com

PAID
08/23/2021

Bill To	Ship To
Igor Grebenyuk 719 Victoria Ave. Windsor Ontario, CA N9A4N3	Grenbenyuk, Igor 719 Victoria Ave. Windsor Ontario, CA N9A4N3

P.O. Number	Terms	Rep	Ship Via	STATUS	Special Inst.
	Prepaid	SN	Old Dominion-R		
Quantity	Item Code	Description		Price Each	Amount
14.00	G6C20	6" x 20 oz. half round copper gutter 2 @ 7'		12.85	179.90T
7.00	GBC	Corrugated gutter box (necessary for shipping gutter)		3.25	22.75T
1.00	EC6CL	6" copper half-round endcap - left		5.50	5.50T
1.00	EC6CR	6" copper half-round endcap - right		5.50	5.50T
6.00	QA6B1	6" cast brass Queen Anne fascia bracket		29.00	174.00T
5.00	DS4CCR	4" x 16 oz. x 10' corrugated round copper downspout		108.50	542.50T
6.00	EL4C4CR	4" x 16 oz. corrugated round copper elbow - 40 degree		13.50	81.00T
10.00	PM4BFL	Cast projecting mount (brass) fleur-de-lis bracket & spring for 4" downspout		37.00	370.00T
4.00	OUT4C	4" round outlet - copper (inside/outside mount)		9.00	36.00T
2.00	SCB4C	Scupper collector box for 4" round downspout (copper)		205.00	410.00T
		Subtotal			1,827.15
	Surcharge	Current Price Increase of 15% 05/01/2021		15.00%	274.07T
1.00	Freight	Freight charged on Invoice # 83255 \$487.00		0.00	0.00
		COMBINED SHIPMENT W/ RADIUS ORDER shipped, notified 9-8-2021 pro# 80997063492			

ALL ITEMS RETURNED SUBJECT TO A 20% RESTOCKING FEE!
Invoices not paid by the due date are subject to a 1.5% (18% Annual) finance charge.

		Sales Tax (0.0%)	\$0.00
		Total	\$2,101.22
Customer Contact	Customer Phone	Payments/Credits	-\$2,101.22
	586-489-7784	Balance Due	\$0.00

Information for Turret/Chimney Restoration

1-877-242-7837
Call Citizens' PhoneBank anytime for account information, current rates and answers to your questions.

Checking Account Statement

3 OF 3

Beginning August 17, 2021 through September 16, 2021

Images for account 451441-034-8

IGOR A. GREBENYUK 11875 JARVIS ST LIVONIA, MI 48150 2450		9-7814/2815	1238
		8/10/2021	DATE
PAID TO <u>Classic Gutter Systems LLC</u> \$ 4,008.42			
the order of <u>Four thousand eight and 42/100 DOLLARS</u>			
Charter One®			
MEMO <u>Inv # 83255</u>			
⑆ 24 10704 1?⑆ 45 144 10348 ⑆		1238	

1238

08/24/2021

\$4008.42

Information for Turret/Chimney Restoration

OKO PRO GROUP INC.
478 Hall Ave,
Windsor, Ontario N9A 2L8

Invoice

Date	Invoice#
11/24/2021	12877

PAID
10/19/2021

Bill To	Ship To
Igor Grebenyk 719 Victoria Ace, Windsor ON, N9A4N3	

PO Number

Representative
CM

Quantity	Item Code	Description	U/M	Price Each	Amount
	Misc	EXISTING CHIMNEY on North elevation Add additional scaffolding to existing scaffold frames to reach top of chimney. Cut joints and tuck point with new Type 'O' mortar Owner to provide replacement bricks if required – includes for 12 bricks to be replaced.		6,000.00	6,000.00

Total	\$6,000.00

Please make checks payable to OKO PRO GROUP INC
Invoices past due date are subject to a 6.25% finance charge per annum, where allowed by law.

Please mail the payment to:
OKO PRO GROUP INC
478 Hall Ave, Windsor, Ontario N9A 2L8

Thank You for Your Business!

LAASANEN CONTRACT SERVICES
 WINDSOR, ONTARIO
 G.S.T. #R139219364

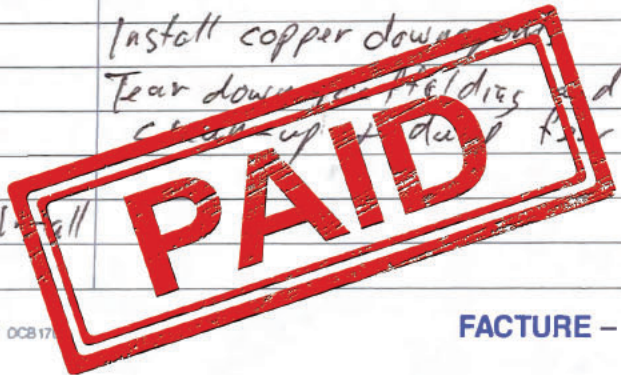
NOTRE NUMERO / OUR NUMBER	609529
DATE	Nov 13 / 2021
COMMANDE DU CLIENT / CUSTOMER'S ORDER	

VENDU A / SOLD TO: **IGOR Grebanyuk**
 ADRESSE / ADDRESS: **719 - VICTORIA Ave**
Windsor, Ontario
 ph # **1-647-835-8705**

jobsite
 LIVRE A / SHIP TO: **Same**
 ADRESSE / ADDRESS:

N° D'ENR. DE TAXE / TAX REG. NO.	VENDEUR SALESPERSON	FAB FOB	CONDITIONS TERMS	VIA
----------------------------------	---------------------	---------	------------------	-----

QUANTITE QUANTITY	DESCRIPTION	PRIX PRICE	MONTANT AMOUNT
Job -	Roof turret + trough restoration		
	Scaffolding delivery + set-up	485.-	
	Tear off old material + weather proof work area	452.50	
	Rebuild overhang to specifications + water proof	2002.56	
	Assemble + install copper trough		
	Flash roof for shingles + install copper flashings over new overhang		
	Re-shingle roof area that was exposed	3798.55	
	Install copper downspout	150.-	
	Tear down old fieldings and put into storage	485.-	
	clean up + dump fees	65.-	
	sub-total	7438.67	
	HST	967.01	
	Total	8405.62	



FACTURE - INVOICE



Committee Matters: SCM 290/2022

Subject: Closure of remainder of Pall Mall Street right-of-way, east of Virginia Park Avenue, Ward 10

Moved by: Councillor Holt
Seconded by: Councillor Gill

Decision Number: **DHSC 433**

- I. THAT the 45.87 metre portion of the 20.12 metre wide Pall Mall Street right-of-way located east of Virginia Park Avenue, north of 2510 Virginia Park Avenue, south of 939 Northwood Street, and west of 0 Rockwell Boulevard (Roll No. 080-570-04700), and shown on Drawing No. CC-1805 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;

- II. THAT the 45.87 metre portion of the 20.12 metre wide Pall Mall Street right-of-way located east of Virginia Park Avenue, north of 2510 Virginia Park Avenue, south of 939 Northwood Street, and west of 0 Rockwell Boulevard (Roll No. 080-570-04700), and shown on Drawing No. CC-1805 *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easements, subject to there being accepted in the City's standard form, and in accordance with the City's standard practice and EnWin Utilities Ltd. Aboveground Hydro Easement Diagram *attached* hereto as Appendix "F", be granted to:
 - i. Bell Canada to accommodate existing aerial facilities; and
 - i. EnWin Utilities Ltd. to accommodate existing overhead plant and pole-line.
 1. 120/240V overhead secondary conductor running north/south along the existing pole-line at the east side of the property.
 2. 16kV overhead primary conductor running north/south along the existing pole-line at the east side of the property.

- III. THAT Conveyance Cost **BE SET** as follows:
- a. For right-of-way conveyed to abutting lands zoned RD1.1, \$1,500 per front foot without easements and \$750 per front foot with easements IF less than 40 feet is purchased; OR \$4,000 per front foot without easements and \$2,000 per front foot with easements IF 40 or more feet is purchased.
 - b. For right-of-way conveyed to abutting lands zoned ID1.1, \$8 per square foot without easements, \$4 per square foot with easements.
- IV. THAT **PRIOR TO** the conveyance of the closed portion of the Pall Mall Street right-of-way, legally described as Part 2, Reference Plan 12R-18955, in accordance with Recommendation 2 of By-law 13024:
- a. Easements, subject to there being accepted in the City's standard form, and in accordance with the City's standard practice and EnWin Utilities Ltd. Aboveground Hydro Easement Diagram *attached* hereto as Appendix "F", be granted to:
 - i. Bell Canada to accommodate existing aerial facilities; and
 - ii. EnWin Utilities Ltd. to accommodate existing overhead plant and pole-line.
 1. 120/240V overhead secondary conductor running north/south along the existing pole-line at the east side of the property.
- V. THAT the City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1805, attached hereto as Appendix "A".
- VI. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VII. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VIII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 107/2022
Clerk's File: SPL2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 11.1. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: Closure of remainder of Pall Mall Street right-of-way, east of Virginia Park Avenue, Ward 10, SAS-6632

Reference:

Date to Council: October 3, 2022
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181
Planning & Building Services

Report Date: August 29, 2022
Clerk's File #: SPL2022

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 45.87 metre portion of the 20.12 metre wide Pall Mall Street right-of-way located east of Virginia Park Avenue, north of 2510 Virginia Park Avenue, south of 939 Northwood Street, and west of 0 Rockwell Boulevard (Roll No. 080-570-04700), and shown on Drawing No. CC-1805 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. THAT the 45.87 metre portion of the 20.12 metre wide Pall Mall Street right-of-way located east of Virginia Park Avenue, north of 2510 Virginia Park Avenue, south of 939 Northwood Street, and west of 0 Rockwell Boulevard (Roll No. 080-570-04700), and shown on Drawing No. CC-1805 *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easements, subject to there being accepted in the City's standard form, and in accordance with the City's standard practice and EnWin Utilities Ltd. Aboveground Hydro Easement Diagram *attached* hereto as Appendix "F", be granted to:
 - i. Bell Canada to accommodate existing aerial facilities; and
 - ii. EnWin Utilities Ltd. to accommodate existing overhead plant and pole-line.
 1. 120/240V overhead secondary conductor running north/south along the existing pole-line at the east side of the property.

2. 16kV overhead primary conductor running north/south along the existing pole-line at the east side of the property.

III. THAT Conveyance Cost **BE SET** as follows:

- a. For right-of-way conveyed to abutting lands zoned RD1.1, \$1,500 per front foot without easements and \$750 per front foot with easements **IF** less than 40 feet is purchased; OR \$4,000 per front foot without easements and \$2,000 per front foot with easements **IF** 40 or more feet is purchased.
- b. For right-of-way conveyed to abutting lands zoned ID1.1, \$8 per square foot without easements, \$4 per square foot with easements.

IV. THAT **PRIOR TO** the conveyance of the closed portion of the Pall Mall Street right-of-way, legally described as Part 2, Reference Plan 12R-18955, in accordance with Recommendation 2 of By-law 13024:

- a. Easements, subject to there being accepted in the City's standard form, and in accordance with the City's standard practice and EnWin Utilities Ltd. Aboveground Hydro Easement Diagram *attached* hereto as Appendix "F", be granted to:

- i. Bell Canada to accommodate existing aerial facilities; and
- ii. EnWin Utilities Ltd. to accommodate existing overhead plant and pole-line.

1. 120/240V overhead secondary conductor running north/south along the existing pole-line at the east side of the property.

V. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1805, *attached* hereto as Appendix "A".

VI. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).

VII. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.

VIII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Executive Summary:

N/A

Background:

The applicant, Daniel Prange, owner of the property known municipally as 2510 Virginia Park Avenue (the subject property), applied to close the 45.87 metre portion of the

20.12 metre wide Pall Mall Street right-of-way located east of Virginia Park Avenue, north of the subject property, south of 939 Northwood Street, and west of 0 Rockwell Boulevard (Roll No. 080-570-04700) (the right-of-way), and shown on Drawing No. CC-1805 **attached** hereto as **Appendix “A”**, and also shown on the aerial photo **attached** hereto as **Appendix “B”**.

The right-of-way is unmaintained and composed primarily of manicured lawn cared for by the applicant. The right-of-way contains an east/west row of large mature deciduous trees, a small gravelled area adjacent to Virginia Park Avenue, and a utility pole with guy wires and anchors at its east terminus. The right-of-way is also bordered by an Environmental Policy Area B on *Schedule C: Development Constraint Areas* to the *Official Plan* (Northwood Grove Natural Heritage Area).

The Northwood Grove Natural Heritage Area **may provide habitat for species at risk** as defined under the *Endangered Species Act, 2007, S. O. c.6* (the Act) (See Site Photos **attached** hereto as **Appendix “D”**). This subsequently **may require a permit or other authorization** from the Ministry of the Environment, Conservation and Parks (MECP), **prior** to a party conducting an activity on the right-of-way that could impact an endangered or threatened plant or animal or its habitat (e.g. construction, demolition, excavation, grading, grass cutting, landscaping, recreation, removal of vegetation, etc.) due to its close proximity. The party who is to conduct such activity is **responsible to obtain any required permit or authorization from the MECP**, and **comply** with the provisions of the **Act**. **Consultation** by the party with the MECP **prior** to undertaking an activity is **strongly advised** (SAROntario@ontario.ca). Additional information can be found at the following MECP webpage:

[Development and infrastructure projects and endangered or threatened species](#)

The remaining portion of the Pall Mall Street right-of-way was closed by By-law 13024 on July 14, 1997, registered as instrument number 1399740, and amended by By-law 273-2001 on July 30, 2001. The said portion of right-of-way makes up part of 0 Rockwell Boulevard (Roll No. 080-570-04700) and 0 Rockwell Boulevard (Roll No. 080-570-04600), save and except Part 2, Reference Plan 12R-18955 which has yet to be conveyed. The aforesaid by-laws do not include the granting of the easements being requested by Bell Canada and EnWin Utilities Ltd through this application as a prerequisite of conveyance. Notwithstanding this fact, the granting of the requested easements will be a prerequisite to the conveyance of Part 2, Reference Plan 12R-18955.

The applicant wishes to close the right-of-way for the purpose of enlarging the subject property.

Discussion:

The decision to recommend closure of a right-of-way is derived from the City's *Classification of Alleys and Suitability for Closure* guideline document (the document), **attached** hereto as **Appendix “E”**. The document details four classifications of right-of-ways based on their usefulness, and provides corresponding criteria for determining suitability for closure.

Classification of Public Right-of-Ways

The initial step is to determine if the right-of-way is indispensable. This is achieved through the evaluation of the following criteria set forth in Section 1 of the document.

Right-of-Way:

1. *Does the right-of-way serve commercial properties?*
 - a. The right-of-way does not serve any commercial properties.
2. *Does the right-of-way serve properties fronting on heavily traveled streets i.e. major arterial routes?*
 - a. The right-of-way does not serve properties that front on a heavily traveled street.
3. *Does the right-of-way contain sewers, and must the alley remain accessible for servicing?*
 - a. The right-of-way does not contain any sewers.
4. *Does the right-of-way serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive?*
 - a. The right-of-way does not provide vehicular access to any rear parking areas or garages.
5. *Does the right-of-way contain Fire Department connections that are deemed to be necessary for firefighting access?*
 - a. The right-of-way does not contain any fire department connections.
6. *Does the right-of-way lie within a Holding zone or other similar undeveloped areas where the right-of-way system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent?*
 - a. The right-of-way does not lie within a Holding zone or other similar undeveloped area.

Based on the above, the Planning Department deems the right-of-way “dispensable”, and supports the requested closure.

It is our recommendation that, upon closure, the abutting property owners be given the chance to acquire the right-of-way in the manner described in the Recommendation

section herein. Hence the recommendation is to close and convey the right-of-way to the abutting property owners, which is the standard manner of conveyance.

The Planning Department further recommends that easements be granted to Bell Canada and EnWin Utilities Ltd. as a prerequisite to the conveyance of the remaining portion of the closed right-of-way, legally described as Part 2, Reference Plan 12R-18955. An amending by-law to By-law 13024 is not required for the granting of the said easements.

Risk Analysis:

Type The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The rate for a right-of-way conveyed to abutting lands zoned RD1.1, is assessed at \$1,500 per front foot without easements and \$750 per front foot with easements **IF** less than 40 feet is purchased; **OR** \$4,000 per front foot without easements and \$2,000 per front foot with easements **IF** 40 or more feet is purchased.

The conveyance of 40 feet or more of the right-of-way provides the opportunity for the creation of a buildable lot through consent or transfer, hence the higher rate.

The rate for a right-of-way conveyed to abutting lands zoned ID1.1, is assessed at \$8 per square foot without easements, \$4 per square foot with easements.

Consultations:

Consultations were held with Municipal Departments and Utility Companies, which resulted in the information found in attached **hereto** as **Appendix "C"**.

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Conclusion:

The Planning Department recommends closure of the right-of-way shown on **attached Appendix "A"**, subject to the easements as in Recommendation II of this report, in favour of Bell Canada and EnWin Utilities Ltd.

The closed right-of-way is to be conveyed to the abutting property owners, as in Recommendation II of this report.

The Planning Department further recommends that easements be granted to Bell Canada and EnWin Utilities Ltd. as a prerequisite to the conveyance of the remaining portion of the closed right-of-way, legally described as Part 2, Reference Plan 12R-18955, as in Recommendation IV of this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Chris Carpenter	Coordinator of Real Estate Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Onorio Colucci	Chief Administration Officer

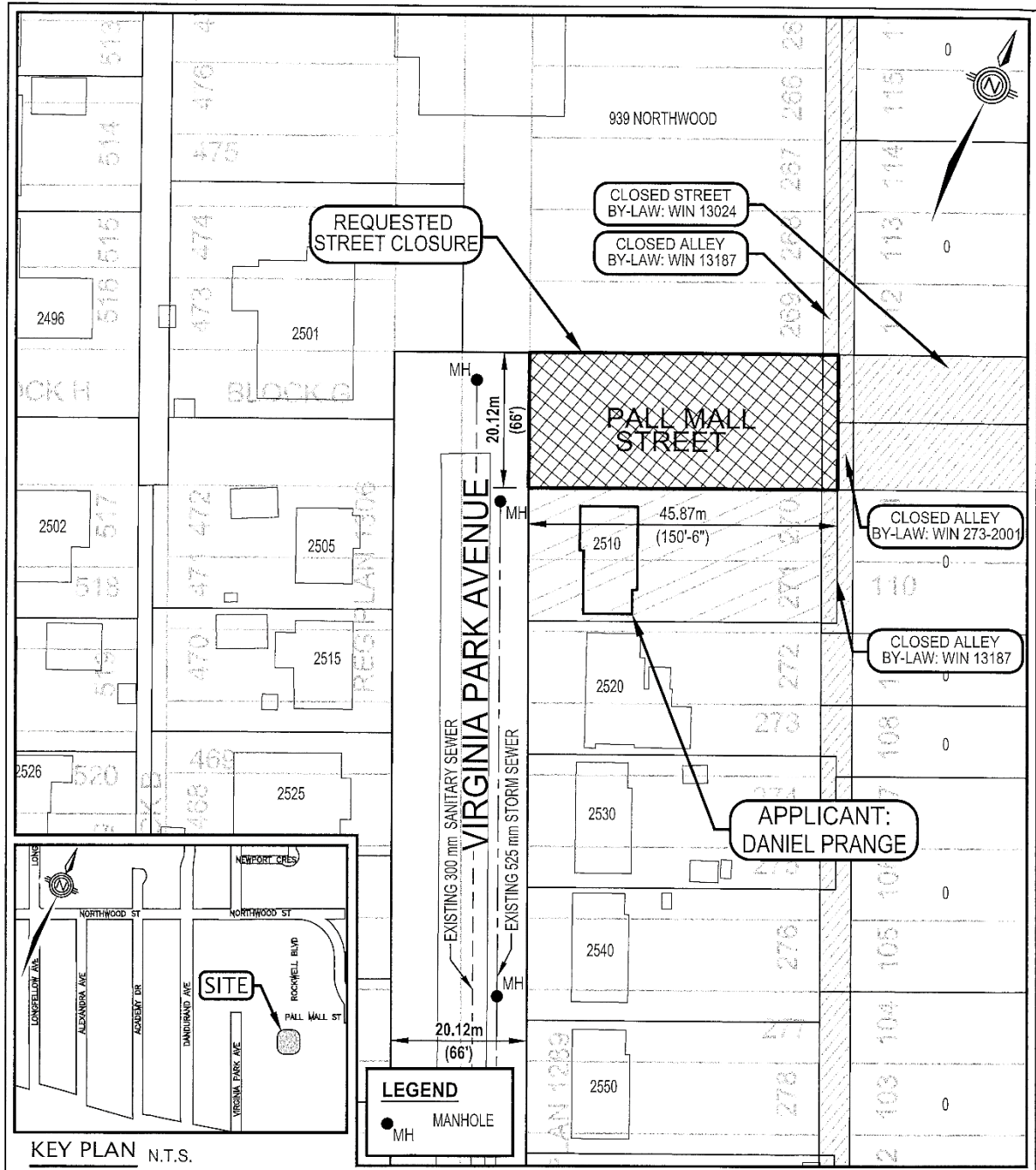
Notifications:

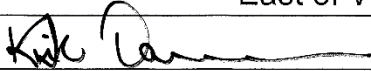
Name	Address	Email
Councillor Jim Morrison	350 City Hall Square West, Suite 220 Windsor, ON N9A 6S1	jmorrison@citywindsor.ca

Appendices:

- 1 Appendix A - Drawing No. CC-1805
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments and Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure
- 6 Appendix F - EnWin Utilities Ltd. Aboveground Hydro Easement Diagram

APPENDIX "A"
Drawing No. CC-1805



THE CORPORATION OF THE CITY OF WINDSOR - ENGINEERING DEPARTMENT			
Proposed Closure of Part of Pall Mall Street, East of Virginia Park and West of Rockwell			
 Kirk Tamm, Manager of Geomatics	SCALE: 1:750	DATE: DEC 2021	REVISED: AUG 2022
	DWN BY: JLH/G.P.	CHKD BY: PJU / JC	REVISION NO.: 1
			DWG. NO. CC-1805

APPENDIX "B" EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAS/6632)

1:750

APPLICANT : DANIEL PRANGE

 SUBJECT LANDS

PLANNING DEPARTMENT - DEVELOPMENT DIVISION

DATE: DECEMBER, 2021



APPENDIX “C”

Consultations with Municipal Departments and Utility Companies

BELL CANADA WSP

Bell Canada requests a 3.0 m easement, 1.5 m on either side of aerial facilities as can be reasonably accommodated.

[Charleyne Hall, Right of Way Associate]

CANADA POST

No comments provided

COGECO CABLE SYSTEMS INC.

No comments provided

ENVIRONMENTAL SERVICES

No concerns from Environmental Services

[Anne-Marie Albidone, Manager, Environmental Services]

ENWIN UTILITIES - HYDRO

If no open alley exists, we will require a minimum 10 ft wide easement (5 ft each side of the pole line) to accommodate the overhead plant and pole-line.

ENWIN has the following plant in the area:

- 120/240V overhead secondary conductor running north/south along the existing pole-line at the east side of the property.
- 16kV overhead primary conductor running north/south along the existing pole-line at the east side of the property.

[Nathan Short, Hydro Engineering Technologist]



ENWIN UTILITIES - WATER

Water Engineering has no objections.

[Bruce Ogg, Water Project Review Officer]

LEGAL DEPARTMENT

As discussed, I think we need to provide two price scenarios. If the abutting residential owner (RD1.1) buys less than 40 feet, than \$1,500/front foot (\$750/front foot with easements). If he buys more than 40 feet, \$4,000/front foot (\$2,000 with easements). For the academy to the north (ID1.1), \$8 per square foot without easements, \$4 per square foot with easements.

[Chris Carpenter, Coordinator of Real Estate Services]

MNSi

MNSi does not require an easement through on the subject lands.

[Dave Hartleib, Outside Plant Manager]

PARKS & FACILITIES

January 10, 2022

Although that the required subject land is not a public park but it is noticed that there are some mature existing trees are planted on this land parcel and it's not counted on City Trees inventory 2019 under the EIS.

So, our comment here is who planted those trees and are those trees part of City's trees inventory now or not and does the applicant has to provide any tree report pertaining those existing trees or not.

[Sherif Barsom, Landscape Architect]

August 23, 2022 (REVISED)

The trees in the identified Pall Mall road allowance are City trees. Indeed, the inventory we have is yet to capture all greenspaces and alleyways.

In view of preserving Canopy Cover and protecting endangered species, the City Forestry office requires a complete inventory and assessment for trees, shrubs and plants and general habitat conditions. This inventory should:

- 1) Be undertaken by a Certified Arborist/Registered professional Forester.
- 2) Include species data, diameter measurements and a health/physical form assessment for each individual tree.
- 3) Assessment of habitat as related to possible endangered species in this area
- 4) Presence of rare and endangered plant and animal species

[Yemi Adeyeye, City Forester / Manager Forestry & Natural Areas]

PLANNING DEPARTMENT

No comments provided

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

There are no additional comments from a landscape architectural perspective, other than those made by Parks Development.

[Stefan Fediuk - Landscape Architect]

PUBLIC WORKS - ENGINEERING

The subject street closure is approximately 20.0 m (66.0 ft) wide, composed of grass. There are no municipal sewers and manholes that appears within the closure. There are guy wires, a wooden hydro pole, and overhead wires located in the closure, an easement would be required for utilities. There appears to be many trees located in the closure. Public Works has no objections to the street closure subject to an easement.

[Adam Pillon, Manager of Right-of-Way]

PUBLIC WORKS - TRAFFIC

No concerns with closing the alley as proposed.

[Mike Spagnuolo, Signal Systems Analyst]

ROGERS COMMUNICATIONS

No comments provided

TELUS COMMUNICATIONS

TELUS has no underground infrastructure in the area of your proposed work.

[Meghna Patel, Permit Coordinator]

TRANSPORTATION PLANNING

No concerns with the alley closure.

[Rania Toufelli, Policy Analyst]

TRANSIT WINDSOR

No comments provided

UNION GAS

After reviewing the provided drawing at Pall Mall St. and consulting our mapping system, please note that Enbridge Gas has no active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

[Gord Joynson, Drafter Estimator]

**WINDSOR FIRE**

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with this closure request. The outcome from this will not impact (negatively speaking) the ability of the police to carry out patrol and incident response activities for the subject lands or any abutting properties.

[Barry Horrobin, Director of Planning & Physical Resources]

APPENDIX "D"
Site Photos (June 28, 2022)



Figure 1 - Looking east towards alley from Virginia Park Avenue



Figure 2 - Looking towards east limit of alley from within alley



Figure 3 - Looking west towards Virginia Park Avenue from east end of alley 1



Figure 4 - Looking west towards Virginia Park Avenue from east end of alley 2

APPENDIX “E”

Classification of Alleys and Suitability for Closure

Classification of Public Rights-of-Ways:

Currently streets and alleys fall into four classifications on the basis of their usefulness:

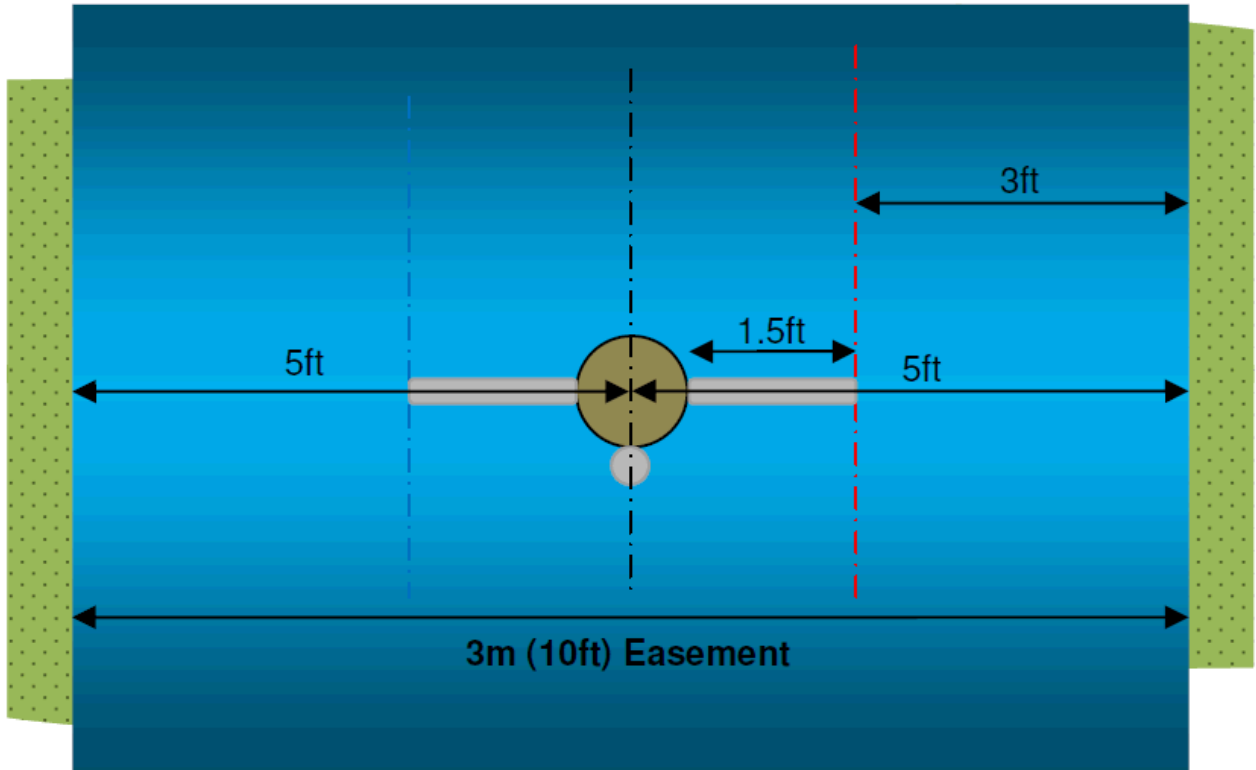
- 1) Alleys that are **indispensable**. These would be alleys serving commercial properties and properties fronting on heavily traveled streets i.e. major arterial routes and alleys which contain sewers and must remain accessible for servicing; alleys or streets which serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive; and, alleys which contain Fire Department connections that are deemed to be necessary for firefighting access.
- 2) Alleys that, **have some usefulness**, are nevertheless dispensable and may or may not be a complete liability.
- 3) Alleys that appear to serve **no useful purpose**, either now, or anticipated. Such alleys are in residential areas and locations where generally the lots are wide enough for side drives, or those alleys abutting parks and other parcels of land that do not require any servicing from the alley. Remnant or stub-end streets which are dead-ended and do not serve as access to other streets.
- 4) Alleys lying in Holding zones and other similar undeveloped areas where the alley system is **clearly obsolete** and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

Suitability for Closing:

Following are the criteria and suitability for closing alleys in each of the above classifications.

- 1) Indispensable alleys should **not be closed**, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof. They are essential from the viewpoint of fire protection, police protection, emergency services (i.e. ambulance) and loading or unloading of goods, refuse collection, servicing of blocked sewers and utility services. Without such alleys, the above noted services would at least be more costly if not impossible to complete or adequately access; and would noticeably interfere with street traffic, thereby reducing the access capacity of the adjacent arterial, collector, or street for business.
- 2) Alleys having some usefulness should **be considered for closing** only upon request of abutting owners rather than by encouragement of the City.
- 3) Alleys that serve no useful purpose should **be closed** if at all possible, and in fact the owners abutting thereon should be encouraged to accept conveyance.
- 4) Alleys that are clearly obsolete should **not be closed** unless there is a municipal need or specific development proposals acceptable to the City are submitted.

APPENDIX "F"
EnWin Utilities Ltd. Aboveground Hydro Easement Diagram





Committee Matters: SCM 291/2022

Subject: Amendment to CR178/2022 for closure of east/west alley segments between Rankin Avenue and Glenwood Avenue, together with south part of north/south alley between Roxborough Boulevard and Glenwood Avenue, all north of E.C. Row Expressway, Ward 10

Moved by: Councillor Sleiman
Seconded by: Councillor Morrison

Decision Number: **DHSC 434**

THAT CR178/2022, adopted on April 25, 2022, **BE AMENDED** as follows:

By **DELETING** the following wording under sections I, II & III to the council resolution:

- I. That the segments of the 4.27m wide east/west alley segments located at the south end of Partington Ave. Roxborough Blvd. and Glenwood Ave. north of EC Row Expressway together with the north/south alley segment measuring approximately 32m between Roxborough Boulevard and Glenwood Avenue, all as shown on Drawing No. CC-1783 attached as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. That the portions of the 4.27m wide east/west alley segments located at the south end of Partington Ave. Roxborough Blvd. and Glenwood Ave. and north of EC Row Expressway and shown on Drawing No. CC-1783 attached as Appendix "A", **BE CLOSED AND CONVEYED** in full width, to the abutting property owners on the north side of the alley, subject to the following:
 - a. Easement, subject to their being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor, Enbridge Gas Inc., and ENWIN Utilities Ltd.
- III. That the north/south alley segment measuring approximately 32m in length and located at the south end of Roxborough Boulevard and Glenwood Avenue, as shown on Drawing No. CC-1783 attached as Appendix "A", **BE CLOSED AND CONVEYED** in full width, to the abutting

property owners on the east and west sides of the alley, subject to the following:

- a. Easement, subject to their being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor, Enbridge Gas Inc., and ENWIN Utilities Ltd.

And **INSERTING:**

- I. That the three 4.27 metre wide east/west alleys located between Rankin Avenue and Partington Avenue, Partington Avenue and Roxborough Boulevard, and Roxborough Boulevard and Glenwood Avenue respectively, north of the E. C. Row Expressway, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. That the 32.0 metre portion of the 3.65 metre wide north/south alley located between the south limit of the property known municipally as 2485 Glenwood Avenue and the aforesaid 4.27 metre wide alley located between Roxborough Boulevard and Glenwood Avenue, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- III. That the three 4.27 metre wide east/west alleys located between Rankin Avenue and Partington Avenue, Partington Avenue and Roxborough Boulevard, and Roxborough Boulevard and Glenwood Avenue respectively, north of the E. C. Row Expressway, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners to the north and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor to accommodate existing 250 millimetre PVC sanitary sewer located in the east/west alleys located between Rankin Avenue and Partington Avenue, and Partington Avenue and Roxborough Boulevard; and
 - ii. Enbridge Gas Inc. to accommodate existing natural gas line.

- IV. That the 32.0 metre portion of the 3.65 metre wide north/south alley located between the south limit of the property known municipally as 2485 Glenwood Avenue and the aforesaid 4.27 metre wide alley located between Roxborough Boulevard and Glenwood Avenue, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner.
- Carried.

Report Number: S 108/2022

Clerk's File: SAA2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 11.2. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to: <https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: Amendment to CR178/2022 for closure of east/west alley segments between Rankin Avenue and Glenwood Avenue, together with south part of north/south alley between Roxborough Boulevard and Glenwood Avenue, all north of E.C. Row Expressway, Ward 10

**Applicant/Owner: South Windsor Properties Inc.
File No.: SAA-6177**

Reference:

Date to Council: October 3, 2022
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181
Planning & Building Services

Report Date: August 29, 2022
Clerk's File #: SAA2022

To: Mayor and Members of City Council

Recommendation:

THAT CR178/2022, adopted on April 25, 2022, **BE AMENDED** as follows:

By **DELETING** the following wording under sections I, II & III to the council resolution:

- I. That the segments of the 4.27m wide east/west alley segments located at the south end of Partington Ave. Roxborough Blvd. and Glenwood Ave. north of EC Row Expressway together with the north/south alley segment measuring approximately 32m between Roxborough Boulevard and Glenwood Avenue, all as shown on Drawing No. CC-1783 attached as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. That the portions of the 4.27m wide east/west alley segments located at the south end of Partington Ave. Roxborough Blvd. and Glenwood Ave. and north of EC Row Expressway and shown on Drawing No. CC-1783 attached as Appendix "A", **BE CLOSED AND CONVEYED** in full width, to the abutting property owners on the north side of the alley, subject to the following:
 - a. Easement, subject to their being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:

- i. The Corporation of the City of Windsor, Enbridge Gas Inc., and ENWIN Utilities Ltd.
- III. That the north/south alley segment measuring approximately 32m in length and located at the south end of Roxborough Boulevard and Glenwood Avenue, as shown on Drawing No. CC-1783 attached as Appendix "A", BE CLOSED AND CONVEYED in full width, to the abutting property owners on the east and west sides of the alley, subject to the following:
 - a. Easement, subject to their being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor, Enbridge Gas Inc., and ENWIN Utilities Ltd.

And **INSERTING:**

- I. That the three 4.27 metre wide east/west alleys located between Rankin Avenue and Partington Avenue, Partington Avenue and Roxborough Boulevard, and Roxborough Boulevard and Glenwood Avenue respectively, north of the E. C. Row Expressway, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. That the 32.0 metre portion of the 3.65 metre wide north/south alley located between the south limit of the property known municipally as 2485 Glenwood Avenue and the aforesaid 4.27 metre wide alley located between Roxborough Boulevard and Glenwood Avenue, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- III. That the three 4.27 metre wide east/west alleys located between Rankin Avenue and Partington Avenue, Partington Avenue and Roxborough Boulevard, and Roxborough Boulevard and Glenwood Avenue respectively, north of the E. C. Row Expressway, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners to the north and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. The Corporation of the City of Windsor to accommodate existing 250 millimetre PVC sanitary sewer located in the east/west alleys located between Rankin Avenue and

Partington Avenue, and Partington Avenue and Roxborough Boulevard; and

- ii. Enbridge Gas Inc. to accommodate existing natural gas line.
- IV. That the 32.0 metre portion of the 3.65 metre wide north/south alley located between the south limit of the property known municipally as 2485 Glenwood Avenue and the aforesaid 4.27 metre wide alley located between Roxborough Boulevard and Glenwood Avenue, and shown on Drawing No. CC-1783, *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner.

Executive Summary:

N/A

Background:

CR178/2022 was adopted by Council on April 25, 2022, directing administration to undertake the necessary steps to assume, close and convey the following alleys, subject to the granting of easements in favour of The Corporation of the City of Windsor, Enbridge Utilities Ltd. and EnWin Utilities Ltd. (the parties):

- 4.27 metre wide east/west alley located between Rankin Avenue and Partington Avenue.
- 4.27 metre wide east/west alley located between Partington Avenue and Roxborough Boulevard.
- 4.27 metre wide east/west alley located between Roxborough Boulevard and Glenwood Avenue.
- 32.0 metre portion of the 3.65 metre wide north/south alley located between the south limit of the property known municipally as 2485 Glenwood Avenue and the aforesaid east/west alley located between Roxborough Boulevard and Glenwood Avenue.

The applicant through their lawyer is claiming that the easements do not need to extend the full width of the aforesaid alleys (the subject alleys), thus prompting a review of the requirements set forth by the parties for their easements.

Discussion:

The easement requirements were reviewed in depth, which presented the following findings:

- EnWin Utilities Ltd., via July 25, 2022 email, confirmed that they have no infrastructure within the subject alleys and therefore do not require an easement.

- Public Works - Engineering Department, via July 29, 2022 email, confirmed that there is a sanitary sewer located within the three east/west alleys, thus requiring an easement.
 - The sanitary sewer was under construction when the alley closure application was made on September 16, 2020, and subsequently overlooked prior to the adoption of CR178/2022.
 - The entire width of the alley is required in order to provide sufficient area for maintenance and servicing.
- Enbridge Utilities Ltd. comments remain unchanged for their natural gas line located within the three east/west alleys.
 - The entire width of the alley is required in order to provide sufficient area for maintenance and servicing.
 - That being said, it should be noted that they do not have any infrastructure within the north/south alley, and therefore do not require an easement.

CR178/2022 must be amended to reflect the aforesaid changes to the easements required as conditions of the closure and conveyance of the subject alleys. An amendment is typically undertaken at the time when an application to acquire a closed alley has been submitted.

Risk Analysis:

The recommended amendment to CR178/2022 poses no known risk to the City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The recommended amendment to CR178/2022 does not impact the conveyance costs.

Consultations:

Consultations were held with EnWin Utilities Ltd. and the Public Works - Engineering Department, which resulted in the information found in attached **hereto as Appendix “B”**.

Conclusion:

The Planning Department recommends that CR178/2022 be amended to allow for the update to the easements required for the closure and conveyance of the subject alleys.

Planning Act Matters:

N/A

Approvals:

Name	Title
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Chris Carpenter	Coordinator of Real Estate Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Onorio Colucci	Chief Administration Officer

Notifications:

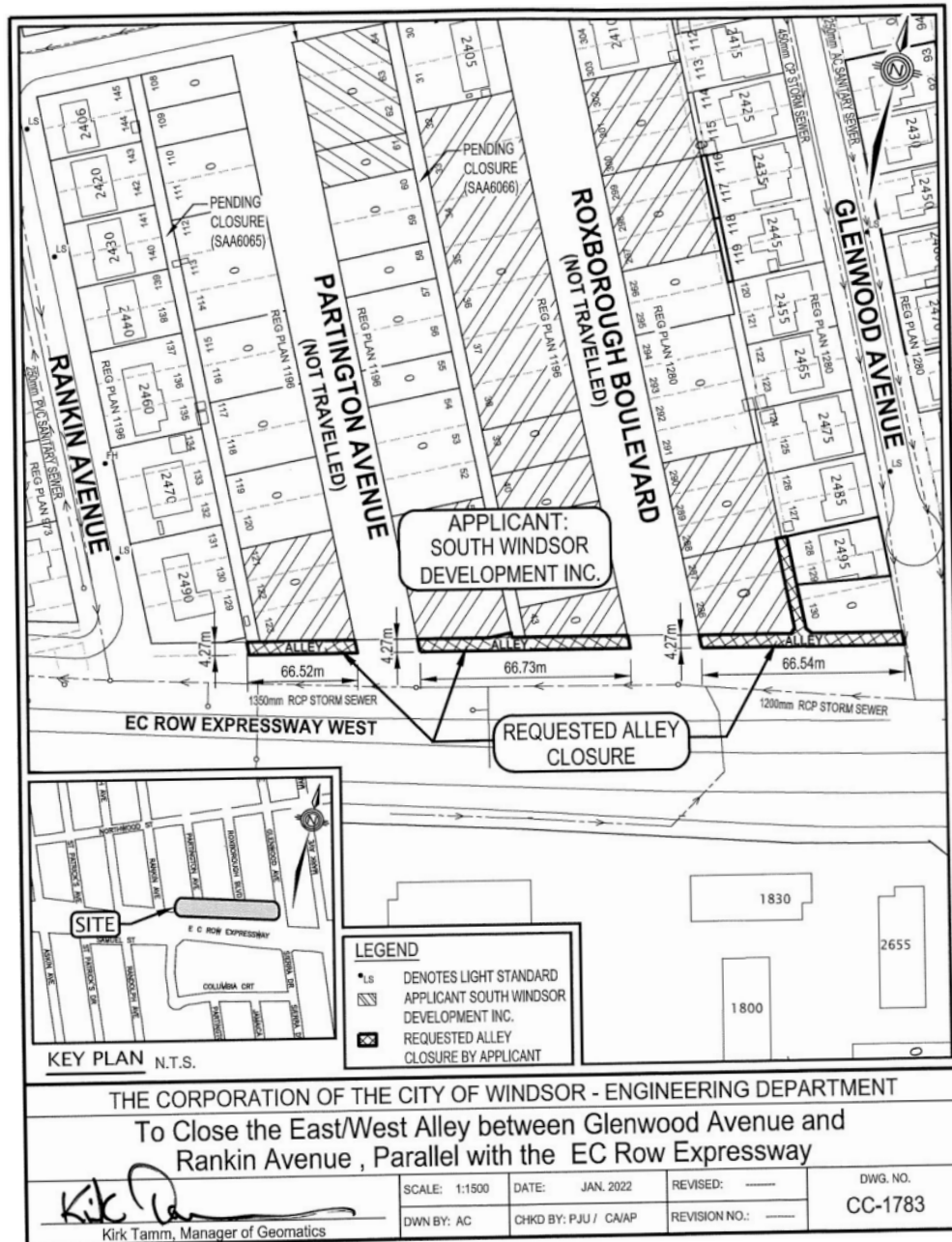
Name	Address	Email
Councillor Jim Morrison	350 City Hall Square West, Suite 220 Windsor, ON N9A 6S1	jmorrison@citywindsor.ca

Appendices:

- 1 Appendix A - Drawing No. CC-1783
- 2 Appendix B - Consultations with Municipal Departments and Utility Companies

APPENDIX "A"

Drawing No. CC-1783



APPENDIX “B”

Consultations with Municipal Departments and Utility Companies

ENWIN UTILITIES - HYDRO & WATER

No easement is required for us in that area. We don't have any infrastructure in that area.

[Justin Orton, Manager Geomatics]

PUBLIC WORKS - ENGINEERING

The municipal sanitary sewer is new and an easement is required.

[Adam Pillon, Manager of Right-of-Ways]

UNION GAS

Original Comments from October 6, 2020

Yes Enbridge will require an easement on the intended portions of lane to be closed.

Once the reference plan has been created please forward to myself for review.

[James Cartier, Land Agent]





Committee Matters: SCM 292/2022

Subject: Closure of part of the easterly half of the east/west alley between Campbell Avenue and Mark Avenue, Ward 10

Moved by: Councillor Morrison

Seconded by: Councillor Holt

Decision Number: **DHSC 435**

- I. THAT the 24.38 metre portion of the 4.27 metre wide east/west alley located immediately west of Mark Avenue and south of the property known municipally as 0 Tecumseh Road West (Roll No. 080-600-17600), and shown on Drawing No. CC-1814 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;

- II. THAT the 24.38 metre portion of the 4.27 metre wide east/west alley located immediately west of Mark Avenue and south of the property known municipally as 0 Tecumseh Road West (Roll No. 080-600-17600), and shown on Drawing No. CC-1814 *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owner at 0 Tecumseh Road West (Roll No. 080-600-17600) and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to accommodate existing infrastructure;
 - ii. EnWin to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires;
 - iii. MNSi. to accommodate aerial plant on existing pole line; and
 - iv. The Corporation of the City of Windsor to accommodate existing circa 1955, 600.0 millimetre reinforced concrete storm sewer, to the satisfaction of the City Engineer.

- III. THAT Conveyance Cost **BE SET** as follows:
 - a. For alley conveyed to abutting lands zoned CD2.1, \$20 per square foot without easements and \$10 per square foot with easements

- IV. THAT the City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1814, *attached* hereto as Appendix "A".
- V. THAT the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VI. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: S 111/2022
Clerk's File: SAA2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 11.3. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: Closure of part of the easterly half of the east/west alley between Campbell Avenue and Mark Avenue, Ward 10

Applicant: Giovanni Miceli
Owner: 2832765 Ontario Inc.
File No.: SAA-6766

Reference:

Date to Council: October 3, 2022
Author: Brian Nagata, MCIP, RPP
Planner II - Development Review
(519) 255-6543 ext. 6181
Planning & Building Services

Report Date: September 1, 2022
Clerk's File #: SAA2022

To: Mayor and Members of City Council

Recommendation:

- I. THAT the 24.38 metre portion of the 4.27 metre wide east/west alley located immediately west of Mark Avenue and south of the property known municipally as 0 Tecumseh Road West (Roll No. 080-600-17600), and shown on Drawing No. CC-1814 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. THAT the 24.38 metre portion of the 4.27 metre wide east/west alley located immediately west of Mark Avenue and south of the property known municipally as 0 Tecumseh Road West (Roll No. 080-600-17600), and shown on Drawing No. CC-1814 *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the abutting property owner at 0 Tecumseh Road West (Roll No. 080-600-17600) and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to accommodate existing infrastructure;
 - ii. EnWin to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires;
 - iii. MNSi. to accommodate aerial plant on existing pole line; and

- iv. The Corporation of the City of Windsor to accommodate existing circa 1955, 600.0 millimetre reinforced concrete storm sewer, to the satisfaction of the City Engineer.
- III. THAT Conveyance Cost **BE SET** as follows:
 - a. For alley conveyed to abutting lands zoned CD2.1, \$20 per square foot without easements and \$10 per square foot with easements
 - IV. THAT The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1814, *attached* hereto as Appendix "A".
 - V. THAT The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
 - VI. THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
 - VII. THAT the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.

Executive Summary:

N/A

Background:

The applicant, Giovanni Miceli, representative of the owner (2832765 Ontario Inc.) of the property known municipally as 0 Tecumseh Road West (Roll No. 080-600-17600) (the subject property), applied to close the 24.38 metre portion of the 4.27 metre wide east/west alley (the alley) located immediately west of Mark Avenue and south of the subject property, east of Campbell Avenue, and shown on Drawing No. CC-1814 *attached* hereto as **Appendix "A"**, and also shown on the aerial photo *attached* hereto as **Appendix "B"**.

The alley is unmaintained, composed primarily of grass and gravel, and includes a row of mature deciduous trees along its south boundary. The alley contains a utility pole with guy wires and anchors, a circa 1955, 600.0 millimetre reinforced concrete storm sewer, and has an existing curb cut off of Mark Avenue. The alley provides secondary vehicular access to the subject property.

The applicant wishes to close the alley for the purpose of enlarging the subject property to accommodate the development proposed through Planning Pre-Submission Application PS-129/21 (PS-129/21).

Discussion:

The decision to recommend closure of an alley is derived from the City's *Classification of Alleys and Suitability for Closure* guideline document (the document), **attached** hereto as **Appendix "E"**. The document details four classifications of alleys based on their usefulness, and provides corresponding criteria for determining suitability for closure.

Classification of Public Right-of-Ways

The initial step is to determine if the alley is indispensable. This is achieved through the evaluation of the following criteria set forth in Section 1 of the document.

1. *Does the subject alley serve commercial properties?*
 - a. The alley indirectly serves the commercial properties to the west of the subject property, known municipally as 1677-1691 Tecumseh Road West and 1695 Tecumseh Road West, providing a tertiary means of vehicular access from Mark Avenue.
 - b. The closure will not impede vehicular access to these properties.
2. *Does the subject alley serve properties fronting on heavily traveled streets i.e. major arterial routes?*
 - a. The subject property fronts Tecumseh Road West, which is classified as a Class II Arterial Road on *Schedule F: Roads and Bikeways* to the *Official Plan*.
 - The alley is necessary to accommodate the development of the subject property proposed through PS-129/21.
 - b. Refer to section 1 comments above for 1677-1691 Tecumseh Road West and 1695 Tecumseh Road West.
3. *Does the subject alley contain sewers, and must the alley remain accessible for servicing?*
 - a. The alley contains a circa 1955, 600.0 millimetre reinforced concrete storm sewer.
 - b. The Public Works Department has confirmed that they have no objection to this alley closure subject to an easement being granted in favour of the City to access and maintain the storm sewer.
4. *Does the subject alley serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive?*
 - a. The alley does not serve as the only vehicular means of access to the subject property or 1677-1691 Tecumseh Road West and 1695 Tecumseh Road West.

5. *Does the subject alley contain Fire Department connections that are deemed to be necessary for firefighting access?*
 - a. The alley does not contain any Fire Department connections.

6. *Does the right-of-way lie within a Holding zone or other similar undeveloped areas where the right-of-way system is clearly obsolete and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent?*
 - a. No

Based on the above, the Planning Department deems the alley “dispensable” and supports the requested closure.

Notwithstanding the alley being deemed “dispensable”, easements will be required to grant access to the aforesaid hard services located therein. Bell Canada, EnWin Utilities, MNSi and The Corporation of the City of Windsor require blanket easements to access their aboveground/underground services. The required easements shall remain unencumbered in perpetuity by any building or other structure, but this shall not prevent the Transferee from paving and utilizing the said lands.

It is our recommendation that, upon closure, the subject property owner be given the chance to acquire the alley in the manner described in the Recommendation section herein. Hence the recommendation is to close and convey the alley to the subject property owner, which is contrary to the standard manner of conveyance of offering abutting property owners first right to purchase their half of the alley. In this case, the alley cannot be conveyed to the property to the south, known municipally as 1431 Mark Avenue, as it serves the subject property which fronts a heavily travelled street. Furthermore, the owner of 1431 Mark Avenue was issued notice of this application on May 13, 2022 and has not provided any response as of the time of writing this report.

Risk Analysis:

The recommended closure will divest the City of associated liability risks and maintenance costs. The recommended closure poses no known risk to City.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The rate for an alley conveyed to abutting lands zoned CD2.1 is assessed at \$20 per square foot without easements and \$10 per square foot with easements.

Consultations:

Consultations were held with Municipal Departments and Utility Companies, which resulted in the information found in attached **hereto** as **Appendix “C”**.

The owner of the commercial property, known municipally as 1434 Campbell Avenue objected to the alley closure via July 13, 2022 phone conversation. The owner indicated that clients utilize the alley to exit their property to Mark Avenue in lieu of Campbell Avenue, which can be difficult to turn onto at peak traffic times.

1434 Campbell Avenue currently does not have vehicular access off of the east/west alley, nor will it be permitted in the future as the east/west alley is unmaintained (refer to Figure 1 below). Vehicles accessing the east/west alley must do so from Campbell Avenue. The use of the east/west alley by clients of 1434 Campbell does not meet any of the criteria for deeming an alley to be indispensable.

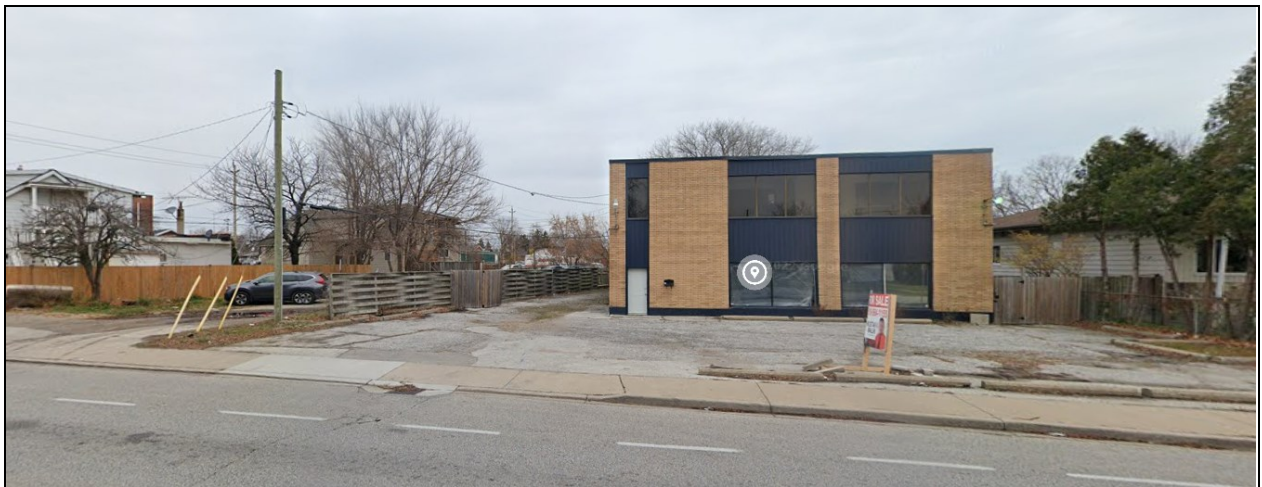


Figure 1 - Looking east towards 1434 Campbell Avenue and the east/west alley from Campbell Avenue (November 2020 - Google Street View)

Notice of Development & Heritage Standing Committee meeting and Council meeting are published in the Windsor Star prior to each of the meetings. In addition, notice of each of the public meetings will be mailed to the abutting/affected property owners prior to the meetings.

Conclusion:

The Planning Department recommends closure of the portion of the east/west alley shown on attached Appendix “A”, subject to easements as in Recommendation II of this report, in favour of Bell Canada, Enwin Utilities Ltd., MNSi and The Corporation of the City of Windsor.

The closed alley is to be conveyed to the abutting property owner as in Recommendation II of this report.

Planning Act Matters:

N/A

Approvals:

Name	Title
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Chris Carpenter	Coordinator of Real Estate Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Jelena Payne	Commissioner, Economic Development & Innovation
Onorio Colucci	Chief Administration Officer

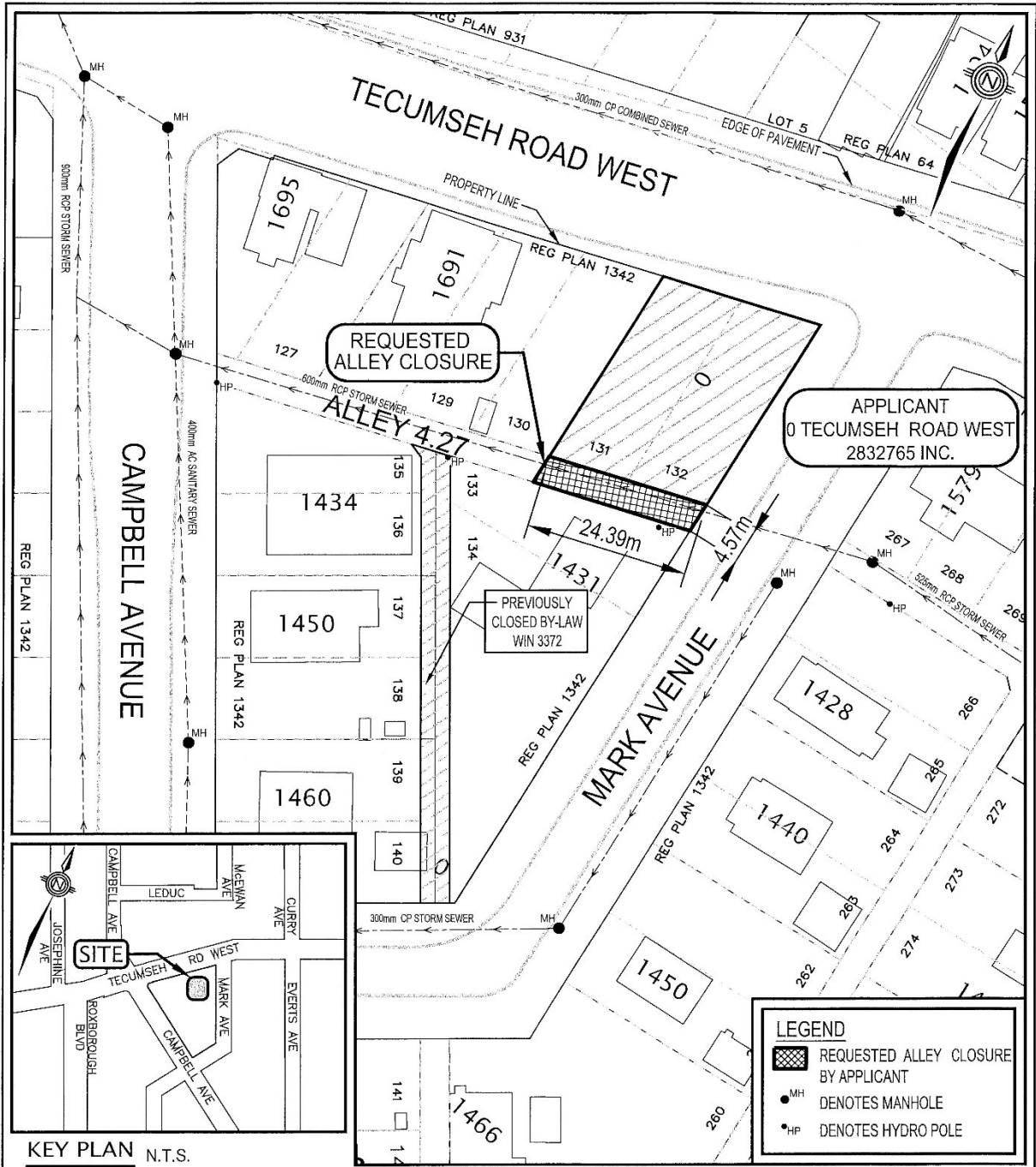
Notifications:

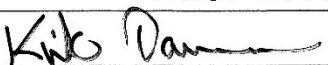
Name	Address	Email
Councillor Jim Morrison	350 City Hall Square West, Suite 220 Windsor, ON N9A 6S1	jmorrison@citywindsor.ca
Property owners abutting the alley		

Appendices:

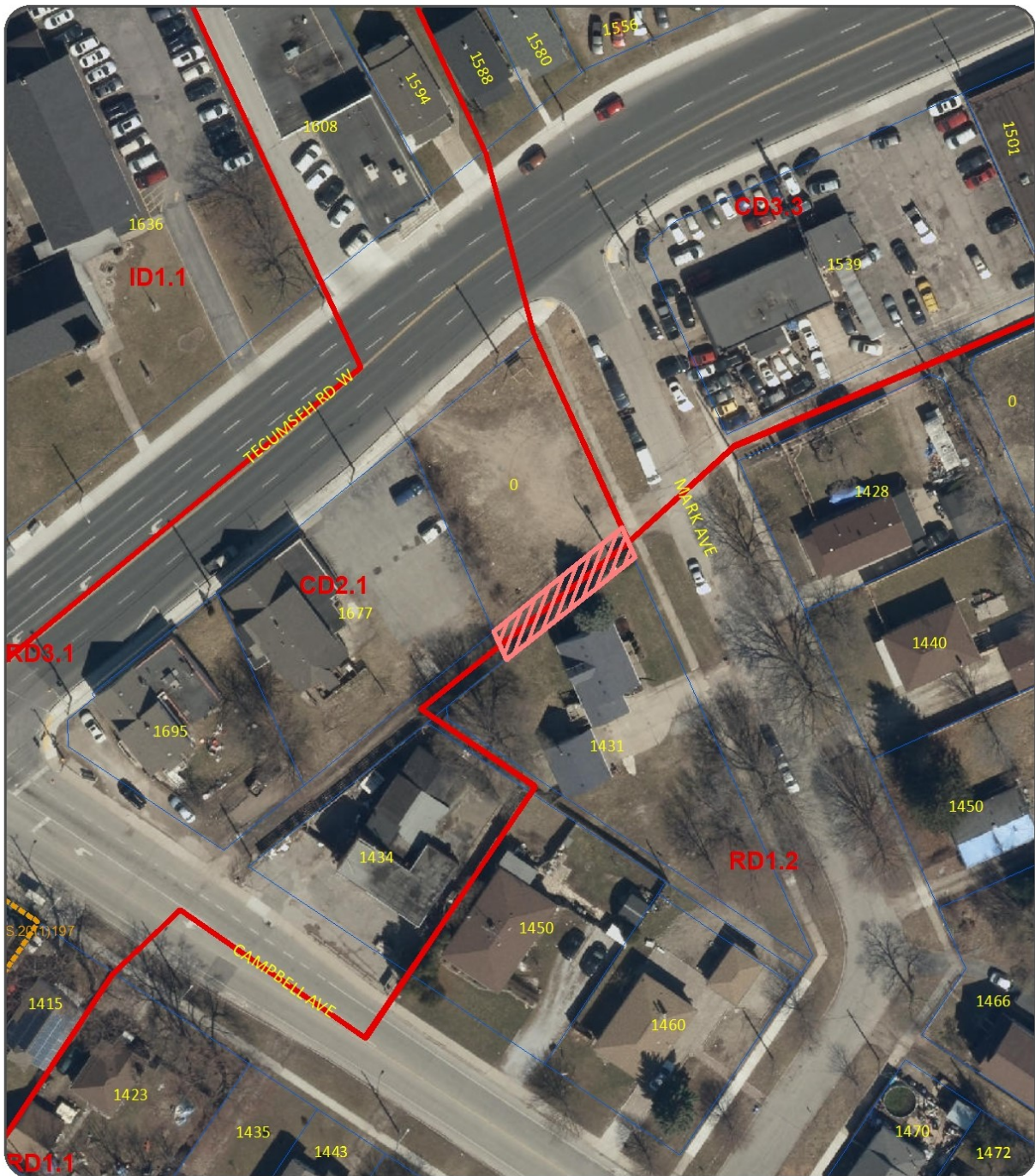
- 1 Appendix A - Drawing No. CC-1814
- 2 Appendix B - EIS Drawing - Aerial Photo
- 3 Appendix C - Consultations with Municipal Departments and Utility Companies
- 4 Appendix D - Site Photos
- 5 Appendix E - Classification of Alleys and Suitability for Closure

APPENDIX "A"
Drawing No. CC-1814



THE CORPORATION OF THE CITY OF WINDSOR - ENGINEERING DEPARTMENT PROPOSED CLOSURE OF E/W ALLEY ABUTTING 0 TECUMSEH ROAD WEST BETWEEN MARK AVE AND CAMPBELL AVE				
 Kirk Tamm, Manager of Geomatics	SCALE: 1:750	DATE: July 2022	REVISED: —	DWG. NO. CC-1814
	DWN BY: NB	CHKD BY: PJU / GN	REVISION NO.: —	

APPENDIX "B" EIS Drawing - Aerial Photo



STREET & ALLEY CLOSING (SAA/6766)

1:750

APPLICANT : 2832765 ONTARIO INC.

 SUBJECT LANDS



PLANNING DEPARTMENT - DEVELOPMENT DIVISION

DATE: MAY, 2022

APPENDIX "C"**Consultations with Municipal Departments and Utility Companies****BELL CANADA WSP**

Bell Canada is requesting easement protection.

[Charleyne Hall, Bell Canada External Liaison - Right of Way & Indigenous Relations]

CANADA POST

No comments provided

COGECO CABLE SYSTEMS INC.

No comments provided

ENVIRONMENTAL SERVICES

No concerns from Environmental Services.

[Anne-Marie Albidone, Manager, Environmental Services]

ENWIN UTILITIES - HYDRO

No Objection, however, an easement named to ENWIN Utilities Ltd is required upon closing along the entire south limit of the site to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires.

[Steve Zambito, Senior Hydro Engineering Technologist]

ENWIN UTILITIES - WATER

Water Engineering has no objections.

[Bruce Ogg, Water Project Review Officer]

LEGAL DEPARTMENT

For alley lands conveyed to property zoned CD2.1, \$20/sq ft without easements and \$10/sq ft with easements.

[Chris Carpenter, Coordinator of Real Estate Services]

MNSi

Please allow for an Aerial Easement for MNSi in this area as we have existing plant on the Pole line.

[Dave Hartleib, Outside Plant Manager]

PARKS & FACILITIES

Parks Department has no comments or requirements pertaining this SAA/6766 LIAISON.

[Sherif Barsom, Landscape Architect]

PLANNING DEPARTMENT

No comments provided

PLANNING DEPARTMENT - LANDSCAPE ARCHITECT

No objections from a landscape architectural perspective.

[Stefan Fediuk, Landscape Architect]

PUBLIC WORKS DEPARTMENT

The proposed alley closure is approximately is 4m wide and 24m long and is composed of grass/dirt. A storm sewer runs through the alley but there are no manholes, an easement will be required for sewer access. There is a Hydro pole and guy wires within the alley. An easement will be required for utilities. There is a driveway approach on the east side composed of gravel. A permit may be required by the applicant to keep and maintain the driveway approach to City Standard AS-204. This subject alley is deemed to have some usefulness by CR146/2005; however, we have no objections to the closure subject to the easements.

[Adam Pillon, Manager of Right-of-Way]

PUBLIC WORKS - TRAFFIC OPERATIONS

The east/west alley shown is accessible by multiple properties fronting Tecumseh Road West.

No concerns with the closure of this section of alley given that the west access to Campbell is being maintained.

Site plan should be reviewed to maintain the exit on to Mark in order to minimize access/egress onto Tecumseh Road.

[Mike Spagnuolo, Signal Systems Analyst]

ROGERS COMMUNICATIONS

No comments provided

TELUS COMMUNICATIONS

TELUS has no underground infrastructure in the area of your proposed work.

[Meghna Patel, Permit Coordinator]

TRANSPORTATION PLANNING

There are no concerns with the proposed alley closure. The alley is to remain open to the west of this closure for properties to maintain access from Campbell Avenue.

[Shannon Deehan, Transportation Planner I]

UNION GAS

After reviewing the provided drawing at 1677 Tecumseh Road West and consulting our mapping system, please note that Enbridge Gas has active infrastructure in the proposed area. A PDF drawing has been attached for reference.

Please Note:

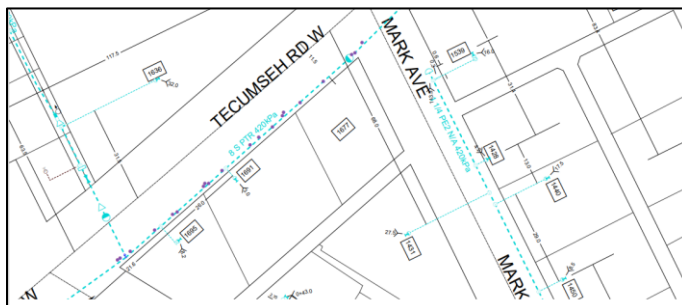
- The shown piping locations are approximate and for information purposes only
- The drawings are not to scale
- This drawing does not replace field locates. Please contact Ontario One Call for onsite locates prior to excavating, digging, etc. accordingly

Enbridge Gas requires a minimum separation of 0.6m horizontal and 0.3m vertical from all of our plant less than NPS 16 and a minimum separation 1.0m horizontal and 0.6m vertical between any CER-regulated and vital pipelines. For all pipelines (including vital pipelines), when drilling parallel to the pipeline, a minimum horizontal clearance measured from the edge of the pipeline to the edge of the final bore hole of 1 m (3.3 ft) is required. Please ensure that this minimum separation requirement is maintained, and that the contractor obtains locates prior to performing any work and utilizes safe excavation practices while performing any work in the vicinity.

Also, please note the following should you find any abandoned infrastructure in the area:

- Any pipe that is excavated, please assume that it is live
- If during the course of any job, any pipe is found that is not on the locate sheet and is in conflict with your work, please call our emergency number (1-877-969-0999), and one of our Union Gas representatives will respond to determine if that plant is in fact live or dead
- Please note that our Enbridge Gas representative will respond to the live or dead call within 1-4 hours, so please plan your work accordingly

[James Makhlof, Summer Student, Drafting]



WINDSOR FIRE

No comments provided

WINDSOR POLICE

The Windsor Police Service has no concerns or objections with the closure of this section of east/west alley. The end result from this closure will not affect the ability of the police to provide incident response or other service delivery activities to the surrounding properties.

[Barry Horrobin, Director of Planning & Physical Resources]

APPENDIX "D"
Site Photos (July 28, 2022)



Figure 1 - Looking west towards alley from Mark Avenue



Figure 2 - Alley looking west from Mark Avenue



Figure 3 - Alley looking east towards Mark Avenue



Figure 4 - Looking west towards alley from Mark Avenue

APPENDIX “E”

Classification of Alleys and Suitability for Closure

Classification of Public Rights-of-Ways:

Currently streets and alleys fall into four classifications on the basis of their usefulness:

- 1) Alleys that are **indispensable**. These would be alleys serving commercial properties and properties fronting on heavily traveled streets i.e. major arterial routes and alleys which contain sewers and must remain accessible for servicing; alleys or streets which serve as the only vehicular means of access to rear parking areas and garages where the property has insufficient lot width for a side drive; and, alleys which contain Fire Department connections that are deemed to be necessary for firefighting access.
- 2) Alleys that, **have some usefulness**, are nevertheless dispensable and may or may not be a complete liability.
- 3) Alleys that appear to serve **no useful purpose**, either now, or anticipated. Such alleys are in residential areas and locations where generally the lots are wide enough for side drives, or those alleys abutting parks and other parcels of land that do not require any servicing from the alley. Remnant or stub-end streets which are dead-ended and do not serve as access to other streets.
- 4) Alleys lying in Holding zones and other similar undeveloped areas where the alley system is **clearly obsolete** and has never been developed, but where the City needs to keep its options open until new area plans are prepared and development is imminent.

Suitability for Closing:

Following are the criteria and suitability for closing alleys in each of the above classifications.

- 1) Indispensable alleys should **not be closed**, conveyed, reduced or otherwise jeopardized through minority interests unless a suitable substitute alley is opened in lieu thereof. They are essential from the viewpoint of fire protection, police protection, emergency services (i.e. ambulance) and loading or unloading of goods, refuse collection, servicing of blocked sewers and utility services. Without such alleys, the above noted services would at least be more costly if not impossible to complete or adequately access; and would noticeably interfere with street traffic, thereby reducing the access capacity of the adjacent arterial, collector, or street for business.
- 2) Alleys having some usefulness should **be considered for closing** only upon request of abutting owners rather than by encouragement of the City.
- 3) Alleys that serve no useful purpose should **be closed** if at all possible, and in fact the owners abutting thereon should be encouraged to accept conveyance.
- 4) Alleys that are clearly obsolete should **not be closed** unless there is a municipal need or specific development proposals acceptable to the City are submitted.



Committee Matters: SCM 295/2022

Subject: Sandwich CIP/Demolition Control By-law Exemption Report-3135 Peter Street; Owner: 1147011 Ontario LTD (C/O: Mamun Chowdury)

Moved by: Councillor Morrison
Seconded by: Councillor Sleiman

Decision Number: **DHSC 437**

- I. THAT the Chief Building Official **BE AUTHORIZED** to issue a demolition permit to the registered owner 1147011 Ontario LTD (C/O: Mamun Chowdury), to demolish a three (3) unit dwelling located at 3135 Peter Street (see Appendix 'A'), to construct a two (2) story three (3) unit dwelling when an executed Site Plan Control Agreement has been registered on title with the appropriate securities to ensure the redevelopment occurs within a specified time period to fulfill the conditions of the Site Plan Control Agreement;
- II. THAT any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit;
- III. THAT the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:
 - i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;
 - ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk enter the sum of Sixty Thousand Dollars (\$60,000) on the collectors roll of the property and prepare a certificate for registration;
- IV. THAT the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property;
- V. THAT the request for incentives under the Sandwich Incentive Program made by the registered owner 1147011 Ontario LTD (C/O: Mamun Chowdury) of the

property located at 3135 Peter Street, **BE APPROVED** for the following programs:

- i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a maximum amount of (+/- \$24,090.34);
 - ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (+/- \$3,226 per year);
- VI. THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication;
- VII. THAT funds in the amount of +/- \$24,090.34 under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed;
- VIII. THAT grants **BE PAID** to 1147011 Ontario LTD (C/O: Mamun Chowdury) upon completion of the two (2) story three (3)-unit single family dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- IX. THAT grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions **SHALL BE** given at the discretion of the City Planner.
- Carried.

Report Number: S 109/2022
Clerk's File: SPL2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 11.5. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to: <https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

**Subject: Sandwich CIP/Demolition Control By-law Exemption Report-
3135 Peter Street; Owner: 1147011 Ontario LTD (C/O: Mamun Chowdury)**

Reference:

Date to Council: October 3, 2022
Author: Kevin Alexander, MCIP RPP
Senior Planner Special Projects
519-255-6543 x6732
kalexander@citywindsor.ca

Report Date: August 29, 2022
Clerk's File #: SPL2022

To: Mayor and Members of City Council

Recommendation:

- I. **THAT** the Chief Building Official **BE AUTHORIZED** to issue a demolition permit to the registered owner 1147011 Ontario LTD (C/O: Mamun Chowdury), to demolish a three (3) unit dwelling located at 3135 Peter Street (see Appendix 'A'), to construct a two (2) story three (3) unit dwelling when an executed Site Plan Control Agreement has been registered on title with the appropriate securities to ensure the redevelopment occurs within a specified time period to fulfill the conditions of the Site Plan Control Agreement;
- II. **THAT** any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit;
- III. **THAT** the Chief Building Official **BE DIRECTED** to require, as a condition of the demolition permit:
 - i. The redevelopment identified in Appendix 'B' and Site Plan be substantially complete within two (2) years following the issuance of the demolition permit;
 - ii. If the redevelopment, including construction of a new building, is not substantially complete within two (2) years of the commencement of the demolition the Clerk enter the sum of Sixty Thousand Dollars (\$60,000) on the collectors roll of the property and prepare a certificate for registration;
- IV. **THAT** the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property;

- V. **THAT** the request for incentives under the Sandwich Incentive Program made by the registered owner 1147011 Ontario LTD (C/O: Mamun Chowdury) of the property located at 3135 Peter Street, **BE APPROVED** for the following programs:
- i. *Development and Building Fees Grant* for 100% of the Development and Building Fees identified in the Sandwich CIP to a Maximum amount of (+/- **\$24,090.34**);
 - ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (+/- **\$3,226** per year);
- VI. **THAT** the CAO and City Clerk **BE AUTHORIZED** to sign the Sandwich Incentive Program Agreement for the *Revitalization Grant* in accordance with all applicable policies, requirements, and provisions contained within the Olde Sandwich Towne Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implication;
- VII. **THAT** funds in the amount of +/- **\$24,090.34** under the *Development Building Fees Grant Program* **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (Project 7076176) once the work is completed;
- VIII. **THAT** grants **BE PAID** to 1147011 Ontario LTD (C/O: Mamun Chowdury) upon completion of the two (2) story three (3)-unit single family dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and,
- IX. **THAT** grants approved **SHALL LAPSE** if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date. Extensions **SHALL BE** given at the discretion of the City Planner.

Executive Summary:

N/A

Background:

On January 26, 2009, City Council passed by-laws to establish the Sandwich Heritage Conservation District Plan (By-law 22-2009), Olde Sandwich Towne Community Improvement Plan (By-law 27-2009), and Supplemental Development and Urban Design Guidelines (By-law 28-2009). These By-laws came into effect on October 18, 2012. One of the key recommendations of the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) is the implementation of the Incentive Program(s).

On June 17, 2013 through M265-2013 Council activated the following Incentive Programs from the Sandwich Incentive Program:

- a) Commercial/Mixed Use Building Facade Grant Program
- b) Revitalization Grant Program
- c) Commercial Core Feasibility Grant Program
- d) Development Charge Grant Program
- e) Development and Building fees Grant Program
- f) Neighbourhood Residential Rehabilitation Grant Program.

On June 17, 2013 Council also received the Development Review Process for development applications within the Sandwich Heritage Conservation District (HCD) area, and within the Sandwich Community Improvement Plan (CIP) Area (outside of the Sandwich HCD Area) (M264-2013).

Discussion:

On September 8th, 2020, a Sandwich CIP grant application and Site Plan Control Application was submitted for the purpose of constructing a two (2) story three (3) unit dwelling located at 3135 Peter Street (See Appendix 'A' for location map). The owner also applied for an exemption from Demolition Control By-law 20-2007 to demolish the existing three (3) unit single dwelling located at 3135 Peter Street.

The property was later sold to the new owner 1147011 Ontario LTD (C/O: Mamun Chowdury) with the active Site Plan Control Application and CIP grant application. On June 15th, 2022, the new owner provided an updated Sandwich CIP grant application with new ownership information.

The property is located within the Olde Sandwich Towne Community Improvement Plan (Sandwich CIP) area (outside of the Sandwich Heritage Conservation District), and for the purpose of financial incentives, located within Target Area 3. The property has also been identified as being within an area of High Archaeological Potential. The requirement for a Stage 1 and 2 Archeological Assessment will be addressed through the Site Plan Review process.

One of the general requirements of Section 10.3 q) of the Sandwich CIP requires that approval of any application for the financial incentive program is based on the compatibility of the proposed use with the vision and goals of the CIP, the Sandwich Community Planning Study (CPS), and the Olde Sandwich Towne Supplemental Development and Urban Design Guidelines (Sandwich Urban Design Guidelines) and any other guidelines applicable to the CIP area. The following identifies how this particular development addresses section 10.3 (q) of the CIP.

Sandwich Vision and Design Guidelines

The Sandwich CIP and CPS

The construction of the proposed building located at 3135 Peter Street is consistent with the Vision and Goals for Sandwich Town.

Sandwich CIP Urban Design Guidelines

The proposed development is in keeping with the Sandwich Urban Design Guidelines, in terms of siting and scale, use of materials, proportion, height and built form, profile and selection of materials.

Exemption to Demolition Control By-law 20-2007

The existing three (3) unit dwelling located at 3135 Peter Street is currently vacant. The owner believes that the structure is in a poor condition and intends to demolish the dwelling and redevelop the site.

Section 3 of the Demolition Control By-law states that *“...no person shall demolish the whole or any part of any residential property in the area of demolition control unless the person is the holder of a demolition permit issued by the council...”* The decision to issue (or not issue) a demolition permit is at City Council’s sole discretion.

Section 5 of the Demolition Control By-law states that *“Council shall, on an application for a demolition permit, issue a demolition permit where a building permit has been issued to erect a new building on the site of the residential property to be demolished”*

Section 6 states that a demolition permit may be issued on the following conditions:

- (a) That the applicant for the demolition permit construct and substantially complete the new building to be erected on the site of the residential property to be demolished by not later than such date as may be determined by Council, provided, however, that such date is not less than two years from the day demolition of the existing residential property is commenced;*
- (b) that, on failure to complete the new building within the time specified in the permit issued under Section 5, the Clerk shall be entitled to enter on the collectors roll, to be collected in like manner as municipal taxes, such sum of money as may be determined by Council but not in any case to exceed the sum of twenty Thousand Dollars (\$20,000.00) for each dwelling unit contained in the residential property in respect of which the demolition permit is issued, and such sum shall, until payment thereof, be a lien or charge upon the land in respect of which the permit to demolish the residential property is issued.*

The applicant has indicated in their application that they intend to demolish the existing three (3) unit dwelling and construct a new two (2) story three (3) unit dwelling which meets the intent of the Sandwich CIP Urban Design Guidelines. Section 6(b) of the Demolition Control By-law entitles the Clerk to enter on the collectors roll a maximum of \$20,000 per residential unit (to be collected in like manner as municipal taxes) if the applicant fails to construct the new dwelling units within two (2) years of the commencement of the demolition.

Given that the applicant proposes to demolish the existing three (3) unit dwelling, Recommendation III ii. of this Report specifies the maximum amount of \$60,000 will be entered on the tax roll if the applicant fails to construct the new dwelling units within two (2) years of the commencement of the demolition.

The plan to demolish the existing three (3) unit dwelling and to replace it by constructing a two (2) story three (3) unit dwelling is consistent with the recommendations of the Sandwich CIP regarding continuing to process Demolition Control By-law exemption requests. This plan is also in keeping with Section 1.27.12, Vol. II of the City's Official Plan regarding Demolition within the Olde Sandwich Towne Community Improvement Plan (CIP) area. The applicant will be required to submit the following prior to obtaining a Building Permit to demolish:

- (a) a plan for redevelopment in conformity with the Official Plan and Zoning By-law requirements (all plans will be reviewed to ensure compliance the Official Plan and Zoning By-law),
- (b) an executed Site Plan Control Agreement ; and
- (c) appropriate securities to ensure the redevelopment occurs within a specified time period and to fulfill the conditions of the Site Plan Control Agreement

Demolishing the existing three (3) unit dwelling to construct a larger two (2) story three (3) unit dwelling with improved living spaces for residents is consistent with the intent of the Demolition Control By-law.

Sandwich Incentive Program

The proposal is located within Target Area 3 of the Sandwich CIP Area and eligible for the following Incentive programs. The eligible costs for each incentive program are based on the costs estimates provided by the applicant, as the project is implemented these costs could fluctuate slightly which could have a minor impact on the eligible costs for each incentive program. The application is consistent with the general program requirements identified in Section 10.3 of the CIP, and with the following program specific requirements:

Development and Building fees Grant Program

The purpose of the program is to provide an additional incentive to augment the other incentive programs and to facilitate and spur adaptive re-use, redevelopment and new construction. The program provides a grant equal to 100% of the fees paid for the eligible types of development applications and building permits. The applicant is required to apply for the following applications and pay the following fees, which are eligible under this program.

- Site Plan Control Application Fee--\$6,099.50
- Minor Variance Application Fee—\$2,499.00
- Building Permit Fee—\$8,313.97
- Demolition Permit Fee—\$350.00
- Mechanical Fee--\$1,395.00
- Plumbing Fee--\$522.00

- Sanitary Drainage Piping Service Fee--\$515.00
- Storm Drainage Piping Service Fee--\$765.00
- Parkland Dedication Fee--\$2,769.80
- GIS User Fee--\$861.07

TOTAL: \$24,090.34

Revitalization Grant Program

The purpose of this program is to use the tax increase that can result when a property is rehabilitated, redeveloped, or developed to provide assistance in securing the project financing and offset some of the costs associated with the rehabilitation. The program will provide an annual grant equal to 70% of the increase in municipal property taxes for 10 years after project completion as long as the project results in an increase in assessment and therefore an increase in property taxes. Based on the project description and current value vs. estimated post-project assessment value of land, and buildings identified in the Grant Application, the property assessment is expected to increase.

The confirmed current value assessment of the subject property located at 3135 Peter Street is \$94,000.00. The owner currently pays annual total property taxes of \$1,742.53 (based upon 2022 tax levies). The municipal portion, to which the grant would apply, is \$1,599.00. The Applicant's Estimated Post-Project Value of Land and Buildings based on the cost of construction is \$600,000. However, some of the proposed costs which will be incurred, although eligible for purposes of the application, may not result in a direct increase in assessment value. In other words, the grant is calculated and paid, not on the post-project value or projections made in this report, but on the actual post-development value assessment, as determined by MPAC after project completion. Administration has estimated the Post-Redevelopment Property Value Assessment based on the drawings and information provided to be \$365,000. The grant will however be based upon the actual tax increment once the assessment has been determined by MPAC.

For illustrative purposes, the table below identifies the annual grant equal to 70% of the increase in City property taxes for 10 years after project completion, based on the Current Value Assessment and the (projected) Estimated Post Project Assessment Value. The taxes retained by the City over the duration of the grant program is equal to a 30% increase of the tax increment. After completion of the grant program (10 years), the City will collect the full value of municipal tax increase (\$4,609 annually).

Estimated Revitalization Tax Increment Grant for 3135 Peter		
Annual Pre Development Municipal Taxes	Annual Estimate Post Development Municipal Tax <u>Increase</u>	Annual Estimate Value of Grant (70% of the municipal increase)
\$1,599	\$4,609	\$3,226

Assumptions

Current Property Value Assessment (2022 – Residential)	\$94,000
Estimate Total Post Development Assessment (2022 – Residential)	\$365,000

Risk Analysis:

The Building Department has not received or conducted a review of the building plans to confirm compliance with the Ontario Building Code and applicable law (e.g. zoning by-law). A review of the drawings will be conducted to ensure that the City's incentives are being used appropriately and the City is receiving good value for the public investment allocated through the Sandwich Incentive Program(s) "toolkit". As a requirement of Section 28 (7.3) of the Planning Act, Administration has confirmed that the total amount of all of the grants does not exceed the total cost of the project.

The *Development and Building Fees Grant Program* will not be disbursed until all work is completed and inspected by Administration as per the Site Plan Control Agreement and Building Permit. The *Revitalization Grant Program* will not be dispersed until an agreement for the Sandwich Incentive Program have been registered on title between the owner and the City of Windsor and the property taxes for the applicable year paid.

There is little risk associated with approval of a tax increment-based grant such as the *Revitalization Grant Program* as the payments commence after the eligible work has been completed and the property reassessed by MPAC, and will only continue if the development remains eligible in accordance with the Sandwich CIP. Should the development fail to meet its requirements under the CIP, grant payments would cease.

Climate Change Risks

Climate Change Mitigation:

The demolition of the existing three (3) unit dwelling affects climate change, because the existing structure will not be re-used and may likely end up in a land fill. However, the rehabilitation of the site contributes to the revitalization of the Sandwich Town Neighbourhood limiting vehicular travel and promoting walking and other alternative modes of transportation, thereby contributing to a complete community. The construction of the new building will utilize modern building methods, which will conform to the Ontario Building Code concerning safety and energy efficiency.

Utilizing an existing site in a built-up area of the City also promotes efficiency on the existing infrastructure network by not promoting development on greenfield land.

Climate Change Adaptation:

As temperatures increase and when considering the Urban Heat Island effect for the City of Windsor, the property does not appear to be located within a Heat Vulnerability area. However, the rehabilitation of the existing site and construction of the new building will utilize modern building methods, which will conform to the Ontario Building Code concerning energy efficiency.

Financial Matters:

On February 22, 2021, Council approved the 2021 budget, which included a new reserve fund for all active CIPs in the City. As CIP grant applications are approved, the approved grant amount will be transferred to the capital project account to be kept as committed funds, until the grant is ready to be paid out. The current uncommitted balance of the CIP reserve fund is \$1,198,602.76 however this balance does not account for other CIP grant requests that are currently being considered by the Development & Heritage Standing Committee/City Council standing committee or have been endorsed by the standing committee and are not yet approved by City Council.

If approved, funds will be transferred from the CIP Reserve Fund 226 to the *Sandwich Community Development Plan Fund* (project 7076176) to disperse the amount of +/- \$24,090.34 for the *Development and Building Fees Grant Program* identified in this report.

The *Revitalization Grant* will be based upon the municipal tax increase and will be calculated by the Finance Department in consultation with the Municipal Property Assessment Corporation (MPAC) once the project is completed.

Eligible Incentive Programs	Grant
<i>Development and Building Fees Grant</i>	\$24,090.34
<i>Note: Development and Building Fees are paid upfront by the applicant and these fees are approximate and can change at the time of Building Permit</i>	
<i>Revitalization Grant</i>	\$32,260.00
<i>*\$3,226.00 per year between years 1 to 10</i>	
Total	\$56,350.34

Except for the *Revitalization Grant*, the owner will be reimbursed through the project *Sandwich Community Development Plan Fund* (project 7076176). The *Revitalization Grant* is funded through the municipal portion of the annual tax levy.

Consultations:

The owner of the property located at 3135 Peter Street have been consulted regarding grants related to the improvements outlined in this report. Carolyn Nelson, Manager of Property Valuation & Administration, Taxation & Financial Projects was consulted with respect to the *Sandwich CIP Revitalization Grant Program*. Josie Gualtieri, Financial Planning Administrator was also consulted regarding the Ford City CIP and Building Facade Improvement CIP grants, and

related capital project/reserve fund balances. Planning & Building Department staff were consulted regarding Fees with respect to the *Building & Development Fees Program*

Conclusion:

The demolition of the existing residential dwelling located at 3135 Peter Street will provide sufficient lot area to allow the owner 1147011 Ontario LTD to construct a two (2) story three (3) unit dwelling, thereby meeting the intent of Demolition Control By-law 20-2007. The new residential development will also provide an opportunity to attract new residents to the neighbourhood and improve the physical appearance of the area through the redevelopment of a derelict property. The incentive program application meets all of the eligibility criteria as identified in the Discussion section of this report and is compatible with the Sandwich Urban Design Guidelines.

There are sufficient funds in the CIP Reserve Fund 226 to provide funds for the *Development & Building Fees* grant amount, which has been applied for by the applicant for this project with the Revitalization Grant portion funded through the municipal portion of the annual tax levy. Therefore, Administration recommends that the application request by the owner of 3135 Peter Street for incentives under the Sandwich Incentive Program be approved.

Planning Act Matters:

N/A

Approvals:

Name	Title
Kevin Alexander	Planner III – Special Projects
Josie Gualtieri	Financial Planning Administrator
Neil Robertson	Manager of Urban Design/ Deputy City Planner
John Revell	Chief Building Official
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Janice Guthrie	Deputy Treasurer, Taxation & Financial Planning
Janice Guthrie	On behalf of Commissioner, Corporate Services Chief Financial Officer / City Treasurer

Jelena Payne	Commissioner, Economic Development & Innovation
Jelena Payne	Acting Chief Administrative Officer

Notifications:

Name	Address	Email
1147011 Ontario LTD		russell79@gmail.com
Mamun Chowdury		russell79@gmail.com

Appendices:

- 1 Appendix 'A' Location Map and Existing Condition
- 2 Appendix 'B' Proposed Development

Appendix 'A' - Location Map



LOCATION MAP



SUBJECT PROPERTY : 3135 PETER STREET
Council Agenda, November 9, 2022
Page 282 of 345

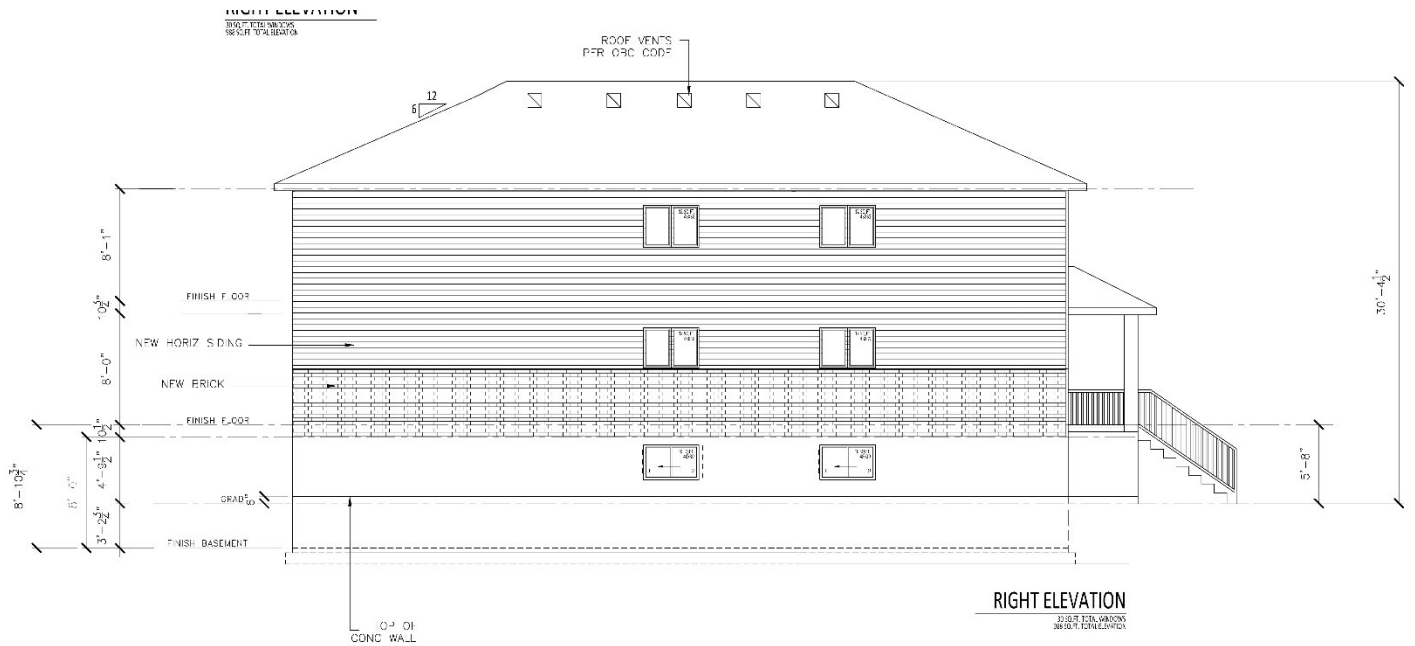
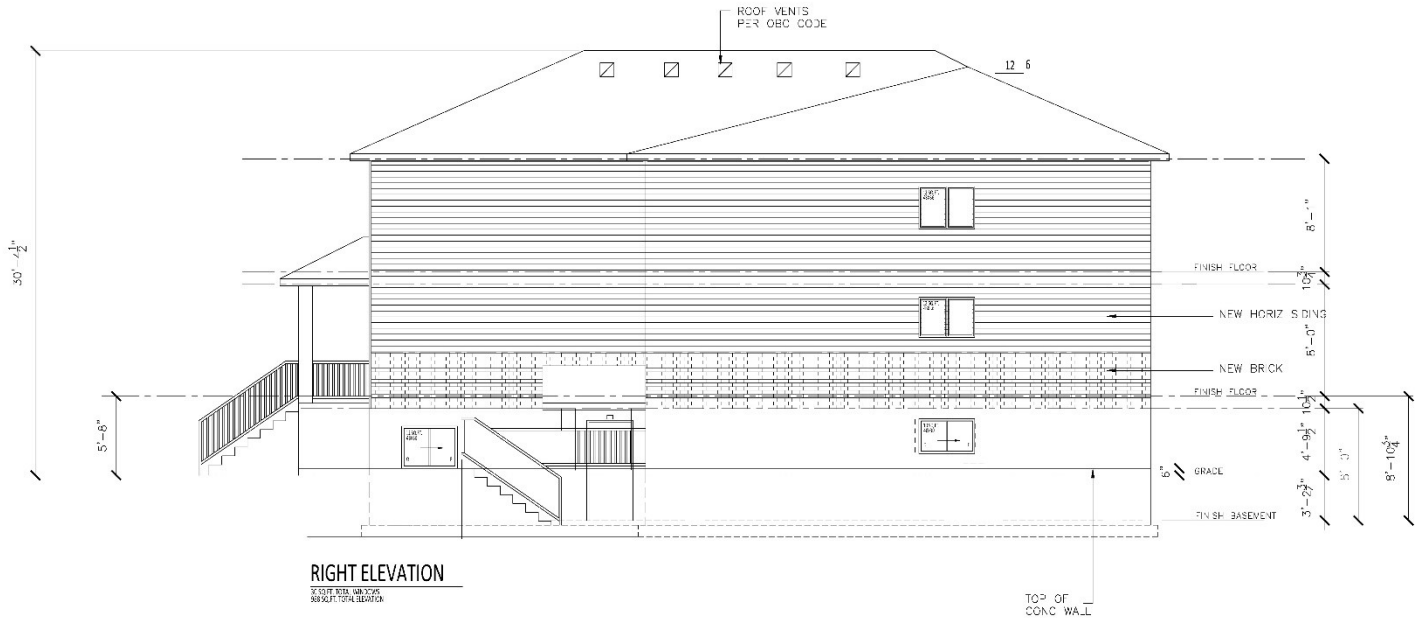
Appendix 'A' – Existing Condition (Google Earth)



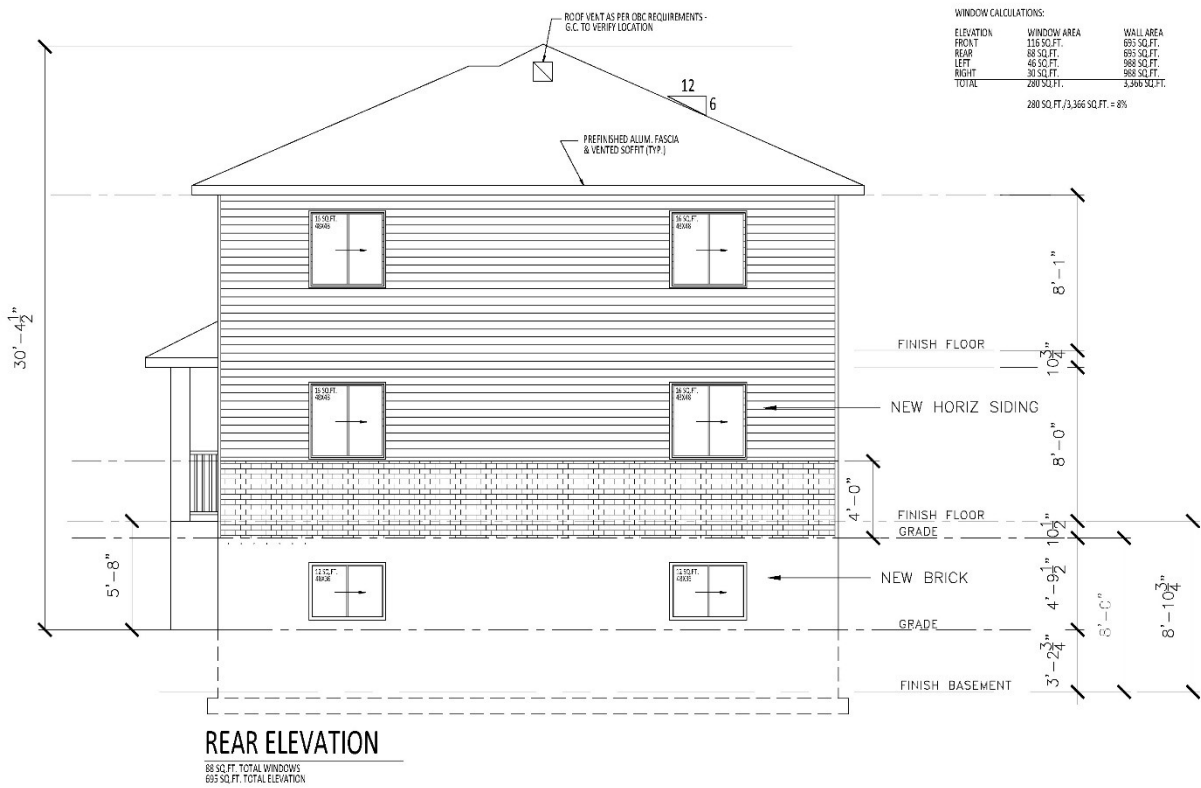
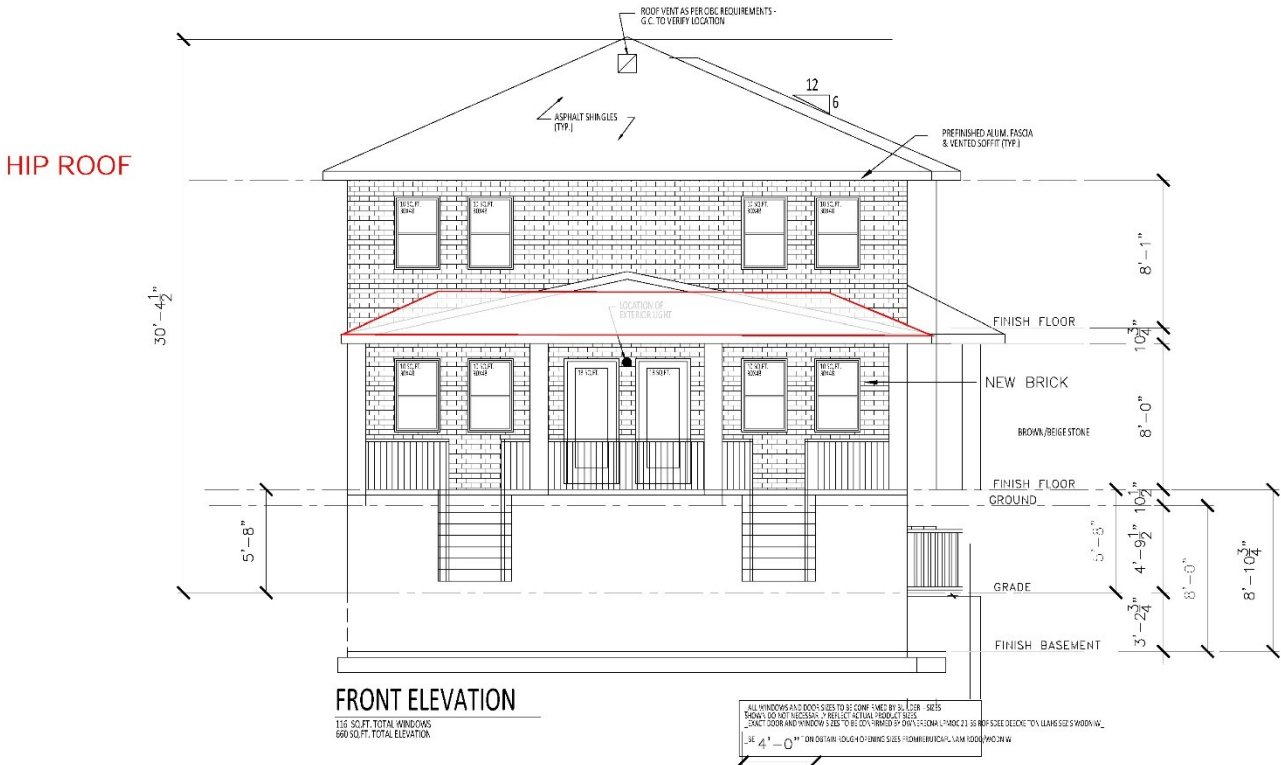
Appendix 'A' – Existing Condition (*Google Earth*)



Appendix 'B' - Proposed Development



Appendix 'B' - Proposed Development



WINDOW CALCULATIONS:

ELEVATION	WINDOW AREA	WALL AREA
FRONT	115 SQ. FT.	695 SQ. FT.
REAR	88 SQ. FT.	655 SQ. FT.
LEFT	46 SQ. FT.	988 SQ. FT.
RIGHT	38 SQ. FT.	988 SQ. FT.
TOTAL	287 SQ. FT.	3,324 SQ. FT.

280 SQ. FT. / 3,356 SQ. FT. = 8%



Committee Matters: SCM 294/2022

Subject: Brownfield Community Improvement Plan (CIP) application submitted by Haerko Inc. on behalf of the Hiatus House of Windsor for 0 Louis Avenue (Ward 4)

Moved by: Councillor Gill
Seconded by: Councillor Holt

Decision Number: **DHSC 438**

- I. THAT the request made by Haerko Inc. on behalf of the property owner (Hiatus House of Windsor) to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Remedial Work Plan for property located at 0 Louis Avenue (Roll No. 030-070-03200) pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,
- II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$25,000 based upon the completion and submission an eligible study Phase II Environmental Site Assessment Study and Remedial Work Plan completed in a form acceptable to the City Planner and City Solicitor; and,
- III. THAT the grant funds in the amount of \$25,000 **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner; and,
- IV. THAT should the proposed Phase II Environmental Site Assessment Study and/or Remedial Work Plan not be completed within two (2) years of Council approval, the approval(s) **BE RESCINDED** and the funds be uncommitted and made available for other applications; and,
- V. THAT Council **RECOGNIZE** the City of Windsor as a municipal partner of the Hiatus House of Windsor for the purpose of making an application to the Federation of Canadian Municipalities Green Municipal Fund related to brownfield work at 0 Louis Avenue, located at the southwest corner of Louis Avenue at Chatham Street East; and further,

- VI. THAT the City Planner **BE AUTHORIZED** to sign and execute any documents required to submit the application to the Green Municipal Fund noted above, subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer; and in technical content to the Commissioner of Economic Development and Innovation, or designates.
Carried.

Report Number: S 113/2022
Clerk's File: SPL2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 11.6. from the Development & Heritage Standing Committee Meeting held on October 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to: <https://www.citywindsor.ca/cityhall/committeesofcouncil/Standing-Committees/Development-and-Heritage-Standing-Committee/Documents/Public%20Agenda%20-%20October%203,%202022%20with%20item%20numbers%20and%20page%20numbers.pdf>

Subject: Brownfield Community Improvement Plan (CIP) application submitted by Haerko Inc. on behalf of the Hiatus House of Windsor for 0 Louis Avenue (Ward 4)

Reference:

Date to Council: October 3, 2022
Author: Greg Atkinson, Senior Planner
519-255-6543 ext. 6582
gatkenson@citywindsor.ca
Planning & Building Services
Report Date: September 13, 2022
Clerk's File #: SPL2022

To: Mayor and Members of City Council

Recommendation:

- I. THAT the request made by Haerko Inc. on behalf of the property owner (Hiatus House of Windsor) to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and Remedial Work Plan for property located at 0 Louis Avenue (Roll No. 030-070-03200) pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,
- II. THAT the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$25,000 based upon the completion and submission an eligible study Phase II Environmental Site Assessment Study and Remedial Work Plan completed in a form acceptable to the City Planner and City Solicitor; and,
- III. THAT the grant funds in the amount of \$25,000 **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner; and,
- IV. THAT should the proposed Phase II Environmental Site Assessment Study and/or Remedial Work Plan not be completed within two (2) years of Council approval, the approval(s) **BE RESCINDED** and the funds be uncommitted and made available for other applications; and,

- V. THAT Council **RECOGNIZE** the City of Windsor as a municipal partner of the Hiatus House of Windsor for the purpose of making an application to the Federation of Canadian Municipalities Green Municipal Fund related to brownfield work at 0 Louis Avenue, located at the southwest corner of Louis Avenue at Chatham Street East ; and,
- VI. THAT the City Planner **BE AUTHORIZED** to sign and execute any documents required to submit the application to the Green Municipal Fund noted above, subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer; and in technical content to the Commissioner of Economic Development and Innovation, or designates.

Executive Summary:

N/A

Background:

Brownfield Redevelopment Community Improvement Plan (CIP)

Brownfield sites are properties that may be contaminated due to previous industrial or commercial uses such as a manufacturing facility or gas station. City Council approved a Brownfield Redevelopment CIP at its April 19, 2010 meeting for the purpose of encouraging the study, clean-up, and redevelopment of contaminated properties. The approval of the CIP was the result of nearly five years of study and consultation, which began in October 2005.

Importance of Brownfield Redevelopment

In 2009 the City's Planning Department identified 137 brownfield properties (i.e. 226 hectares or 559 acres) that are candidates for redevelopment. While the inventory is not exhaustive, it illustrates the significance of Windsor's brownfield stock and the need to work with land owners to put these properties back into productive use. Based on approvals to date under the Brownfield CIP a total of 30.4 hectares (75.1 acres) or 13.5% of the inventory has been or is planned to be redeveloped.

Historically, there has been little interest in redeveloping brownfield sites due to the uncertainty surrounding the extent of contamination and the potential cost of clean-up. The Brownfield Redevelopment CIP provides financial incentives to undertake the necessary studies and remedial work necessary to redevelop brownfield sites and reduce the potential negative impacts to the City's environment and neighbourhoods.

The benefits associated with brownfield redevelopment go far beyond the boundaries of the property. For example, they are often strategically located within existing built up areas of the City where services and other infrastructure, such as roads, schools, community facilities and public transit are already available, therefore additional infrastructure costs are not incurred to service these areas. The redevelopment of these sites also remove the negative stigma often associated with brownfield properties, which increases the value of the subject property and adjacent properties.

Brownfield sites also represent a significant underutilization of the land base. According to the National Round Table on the Environment and the Economy (2003), every hectare redeveloped through a brownfield project saves up to an estimated 4.5 hectares of greenfield land from being developed (i.e. agricultural land on the edge of the City); and for every dollar invested in a brownfield redevelopment, it is estimated that \$3.80 is invested in the economy.

Site Background

The subject site is located on the west side of Louis Avenue between Chatham Street East and University Avenue East in the Glengarry-Marentette neighbourhood (see location map). The property is 0.26 hectares (or 0.64 acres) and is currently vacant. It was historically used for residential purposes, however contamination has been discovered as a result fill material placed at the property over the years.

The subject property is designated 'Residential' on Official Plan Schedule D: Land Use and is zoned Manufacturing District RD2.2 with site specific provision permitting a lodging house and business office of a non-profit organization. The property is owned by the Hiatus House of Windsor, which operates an emergency shelter across the street at 250 Louis Avenue. A minor variance was approved in June, 2022 to provide relief from some zoning by-law provisions in anticipation of a proposed residential development.

Discussion:

Environmental Site Assessment Grant Program

The Environmental Site Assessment (ESA) Grant Program offers a matching grant to property owners of brownfield sites to conduct environmental studies that provide information on the type and extent of contamination and potential remediation costs. The program offers 50% of the cost of an eligible study up to a maximum grant of \$15,000. If a second study is proposed the grant program may offer an additional \$10,000 for a maximum grant value of \$25,000.

The owner proposes to redevelop the site for residential use and intends to file of a Record of Site Condition (RSC) with the Ministry of the Environment, Conservation and

Parks. The owner has completed Phase 1 and 2 Environmental Site Assessment (ESA) studies to support the redevelopment plan. The Phase I ESA study identifies areas of potential environmental concern related to importation of fill material of unknown quality and storage of gasoline on site. The draft Phase II ESA study confirmed the presence of contamination. Additional Phase 2 ESA study and the preparation of a remedial work plan is required to support the filing of a RSC.

Clearly identifying the type and delineating the extent of any contamination is an essential step in moving forward with redevelopment plans. Upon completion the City would retain a copy of the final study report.

Municipal Leadership Strategy

The Brownfield CIP contains a Municipal Leadership Strategy that is intended to compliment the financial incentive programs. Municipal Leadership Actions set out in Section 6.4 of the CIP encourage support for private or publicly owned brownfield projects that wish to leverage remediation funding available from the Federation of Canadian Municipalities (FCM) Green Municipal Funds (GMF). FCM funding is important for this particular project as the Hiatus House of Windsor is a tax exempt organization and is not able to take advantage of the City's Brownfield Tax Assistance and Rehabilitation Grant Programs offered under the CIP.

To apply to FCM's brownfield programs the City must be considered a municipal partner in the project by contributing grant funding or passing a resolution (or both). Accordingly recommendations V and VI are intended to clearly indicate the City's support for clean-up and redevelopment of this property and provide authority for administration to sign any documents related to a GMF application.

CIP Goals

City staff is supportive of the application as it meets all of the eligibility requirements specified within the Brownfield Redevelopment CIP. The proposed study of the subject site also supports the following CIP goals:

- To promote the remediation, rehabilitation, adaptive re-use and redevelopment of brownfield sites throughout the City of Windsor in a fiscally responsible and sustainable manner over the long term;
- Improve the physical and visual quality of brownfield sites;
- Improve environmental health and public safety;
- Provide opportunities for new housing, employment uses, and commercial uses;
- Increase tax assessment and property tax revenues;

- Promote Smart Growth, including the reduction of urban sprawl and its related costs;
- Increase community awareness of the economic, environmental and social benefits of brownfield redevelopment; and
- Utilize public sector investment to leverage significant private sector investment in brownfield remediation, rehabilitation, adaptive re-use, and redevelopment.

Policy Support

The study of brownfield sites to support clean up and redevelopment is supported by policies within the 2020 Provincial Policy Statement, the City's Official Plan and the City's Environmental Master Plan.

Risk Analysis:

As with all brownfield sites, there is a degree of risk associated related to the potential presence of contamination. The proposed study will assist in mitigating this risk. The City would retain a copy of the study for future reference.

Climate Change Risks

Climate Change Mitigation:

The proposed redevelopment implements Environmental Master Plan Objective C1: Encourage in-fill and higher density in existing built areas. In particular, the redevelopment would implement the action that supports the existing Brownfields Redevelopment Strategy and achieve its work plan.

Climate Change Adaptation:

The proposed redevelopment may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the Site Plan Control and building permit processes. The site would also be required to incorporate storm water management best practices. Any site plan control application will be reviewed for opportunities to enhance resiliency.

Financial Matters:

The cost estimate (excluding HST) for completing the proposed additional Phase 2 ESA study is \$30,000. If approved, the grant would total \$15,000, which is the maximum grant value for one study under the program. The cost estimate (excluding HST) for completing the proposed Remedial Work Plan is \$30,000. If approved, the second

eligible study would receive an additional grant of \$10,000, which would result in a maximum grant value of \$25,000.

Should the actual costs of the study be less than what has been estimated the grant payments would be based on the lower amount. The grants would be paid out of the Brownfield Strategy/Remediation Account (project # 7069003). The funds will be transferred from Fund 226, which has a current uncommitted balance of \$1,198,602.76, to project 7069003 when the work is complete.

Consultations:

The development and approval of the Brownfield Redevelopment CIP was subject to extensive stakeholder and public consultation, which sought input from a wide range of stakeholders and internal City departments.

Planning staff have consulted with the applicant prior to accepting the application for the Environmental Study Grant program. Staff from the Planning, Finance, and Legal Departments were consulted in the preparation of this report.

Conclusion:

City Staff recommend Council approve the request from Haerko Inc. on behalf of the property owner (Hiatus House of Windsor) to participate in the Environmental Site Assessment Grant Program. In the opinion of planning staff, the proposed study conforms to the Brownfield Redevelopment CIP and assists the City in the achievement of a number of the CIP goals.

It is also recommended that Council clearly indicate the City's support for clean-up and redevelopment of this property and provide authority for administration to sign any documents related to a GMF application.

Planning Act Matters:

N/A

Approvals:

Name	Title
Josie Gualtieri	Financial Planning Administrator
Michael Cooke	Manager of Planning Policy / Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Janice Guthrie	On behalf of Commissioner, Corporate Services Chief Financial Officer / City Treasurer
Jelena Payne	Commissioner, Economic Development & Innovation
Jelena Payne	Acting Chief Administration Officer

Notifications:

Name	Address	Email
Hans Kogel		hkogel@haerkoinc.com
Christopher Paré		cpare@dragun.com

Appendices:

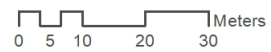
- 1 Location Map



LOCATION MAP : 0 LOUIS AVENUE



SUBJECT PROPERTY





Committee Matters: SCM 296/2022

Subject: Report of the Integrity Commissioner Regarding Activities from January 1, 2020 to June 30, 2022

REPORT TO COUNCIL REGARDING ACTIVITIES FROM 1 JANUARY 2020 – 30 JUNE 2022

Bruce P. Elman
Integrity Commissioner
31 July 2022

PART I – INTRODUCTION

History of The Office of Municipal Integrity Commissioner:

The Office of Municipal Integrity Commissioner came into existence in the Province of Ontario with amendments to the *Municipal Act*, effective January 1st, 2007. Pursuant to the amendments to the *Municipal Act*, the City of Windsor created the Office of the Integrity Commissioner in 2007 and, in 2008, established a **Code of Conduct** for Members of Council, including the Mayor, and the Members of certain Local Boards. On June 7th, 2011, City Council passed a new *Procedural By-law* for City Council and its Committees and the Conduct of its Members. Part 14.1(a) provides that Members of Council as well as City committees, agencies, boards and commissions shall act in accordance with the **Code of Conduct** which is set out in Appendix B to the *Procedural By-law*.

Because of various developments on the provincial level, it became important to revise the original **Code of Conduct**. That revision was completed, and an amended **Code of Conduct** was passed by Council on July 17th, 2017. The **Code of Conduct**, in Article III, articulates a series of normative “Key Principles” which underlie the **Code of Conduct**:

- [a] Members of Council shall serve and be seen to serve their constituents in a conscientious and diligent manner;
- [b] Members of Council shall be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and conflicts of interests, both apparent and real;

[c] Members of Council are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and

[d] Members of Council shall seek to serve the public interest by upholding both the letter and the spirit of the laws and policies established by the Federal Parliament, Legislative Assembly of Ontario, and the City Council.

Although not “Rules of Conduct” *per se*, these “Key Principles” provide an aspirational standard towards which Members of Council, Boards and Committees ought to aim. They form an important underlying theme for the Rules that follow.

Effective August 1st, 2011, I assumed the Office of Integrity Commissioner for the City of Windsor. One of my first tasks was to develop a set of procedures for the handling of Complaints under the **Code of Conduct**. Consequently, the **Complaint Protocol for Members of Council and Others Governed by the Code of Conduct** was presented to Council and adopted on May 8th, 2012. This **Protocol** provides the regime under which **Code of Conduct** Complaints will be investigated and adjudicated.

My initial appointment as Integrity Commissioner was renewed effective October 15th, 2012. A further two-year renewal took effect on October 15th, 2013. My appointment was renewed for varying lengths of time between 2013 and 2018. Effective January 1st, 2018, I was re-appointed for a two-year term. As of March 1st, 2019, however, all municipalities in Ontario were required to either employ an Integrity Commissioner, share one with another municipality, or have access to “Integrity services”. Consequently, the City of Windsor and the Town of Amherstburg agreed to share my services as the Integrity Commissioner for both Municipalities. Subsequently, the Municipality of Lakeshore joined with Windsor and Amherstburg in this arrangement. I was pleased to have been the first individual to serve as the Integrity Commissioner for all three Municipalities under this shared arrangement. This Agreement expired on December 31st, 2021. By mutual agreement, I continued to provide Integrity services to the City and the Municipality of Lakeshore until June 30th, 2022. [In January of 2022, I entered into a new three-year Agreement with the Town of Amherstburg.]

Previous Reports:

This will be my **Seventh (and Final) Report to Council** on my Activities as Integrity Commissioner. My **First Report to Council** covered the period from August 1st, 2011 to September 30th, 2012. The **First Report** is posted on the Integrity Commissioner website at <http://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Annual%20Report%202011-12.pdf>. The **Second Report to Council** covered a 12 month period from October 1st, 2012 to September 30th, 2013 and can be found at <http://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Integrity%20Commissioner%20Annual%20Report%202012-13.pdf>. The **Third Report to Council** covered activities from October 1st, 2013 to September 30th, 2014. It can be found at <http://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Integrity%20Commissioner%20Annual%20Report%202013-14.pdf>. The **Fourth Report to Council** covered the period from October 1st, 2014 to September 30th, 2015. The 4th Report can be found at <https://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Integrity%20Commissioner%20Annual%20Report%202014-15.pdf>. The **Fifth Report to Council** covered the period from October 1st, 2015 to December 31st, 2017. It can be found at <https://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Report%20to%20Council%20-%20October%202015%20through%20December%202017.pdf>. The **Sixth Report to Council** covered the term from January 1st, 2018 to December 31st, 2019 and can be accessed at this link: <https://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Report%20to%20Council%201%20Jan%2018%20-%2031%20Dec%2019.pdf>.

This ***Seventh Report to Council*** covers the term from January 1st, 2020 to June 30th, 2022. This two-year and a half period followed the Municipal Election on October 22nd, 2018 and precedes the forthcoming Municipal Election of October 24th, 2022.

Primary Functions of The Integrity Commissioner:

The *raison d'être* for the Office of Integrity Commissioner can be found in the Preamble to the **Code of Conduct for Members of Council and Local Boards and (“Code of Conduct”)** which states, in part: “Improving the quality of public administration and governance can be achieved by encouraging high standards of conduct on the part of all government officials. In particular, the public is entitled to expect the highest standards of conduct from the Members that it elects to local government. In turn, adherence to these standards will protect and maintain the City of Windsor’s reputation and integrity.”

The Integrity Commissioner has four primary functions:

- (1) Education;
- (2) Advisory;
- (3) Complaint Investigation; and
- (4) Complaint Resolution and Adjudication.

In addition, the Integrity Commissioner, in some instances, has a role to play as the City develops its policies or as it responds to legislative initiatives or policy developments from the Province of Ontario.

PART II – THE EDUCATION FUNCTION

Education and Training:

Following the Municipal Elections held in October of 2014, I met with every Member of Council, including the Mayor. The purpose of these meetings was to educate the Members of Council

regarding the main provisions of the City's **Code of Conduct** and to answer any questions raised by Members regarding the **Code**. Following the Municipal Elections in October 2018, a different and more robust approach to the Education and Training of Members of Council was adopted and the scope of the Training was expanded to include all Members of Local Boards and Agencies, Commissions and Committees which are, similarly, subject to the City of Windsor's **Code of Conduct**.

The initial session was held in mid-January 2019 with Members of Council. Senior staff were also in attendance. This session was designed to orient Members of Council to the Office of the Integrity Commissioner, to the provisions of the **Code of Conduct**, and the procedures outlined in the **Complaints Protocol**. Some information was provided on the *Municipal Conflict of Interest Act (MCIA)* as well. Members of Council were asked to sign a statement that they had read the **Code of Conduct**, that they understood it, and that they were committed to abiding by its terms. All Members signed the **Statement of Commitment to the Code of Conduct**. This Training was replicated in a slightly condensed fashion in three other educational meetings – two with members of Agencies, Boards, and Committees (so called ABCs) and one with members of the Boards of the City's nine Business Improvement Areas (BIAs), all of whom are subject to the provisions of the **Code of Conduct**. Attendance was mandatory and those in attendance were asked to sign a similar statement that they had read the **Code of Conduct**, that they understood it, and that they were committed to abiding by its terms. It is my understanding that all attendees signed the **Statement of Commitment to the Code of Conduct**.

These Educational and Training sessions were, in my opinion, very effective sessions because they brought home to those in attendance the centrality of integrity in the exercise of their duties as public office holders. I believe that this new program of Education and Training, developed by the Council Services Office, should continue to be a central piece in the Education

and Training of both elected Members of Council and those who volunteer their time on behalf of the community.

On October 5th, 2020, a By-election was held in Ward 7. Councillor Jeewen Gill was elected as the Councillor for Ward 7. Shortly after his election, I met with him to provide him with a primer on the **Code of Conduct** and the *Municipal Conflict of Interest Act* and to answer any initial questions he might have had on ethical issues surrounding his membership on Council.

As a general comment, I would say that the Educational aspect of the duties of the Integrity Commissioner is extremely important, especially in the period following a Municipal Election. Not only might there be newly elected Members of Council, but this is also the time when we replenish the membership of our Agencies, Boards, Commissions, and Committees. It is, effectively, the first line of defense against potential violations of the **Code of Conduct** and, now, the *Municipal Conflict of Interest Act*.

I highly recommend that the City, through the Clerk's Office, maintain and enhance the Educational and Training Program for Members of Council, Local Boards, and Committees appointed by Council.

Presentations:

It has become a regular occurrence to make a presentation in the Municipal Law class at the Faculty of Law, University of Windsor. The class is held in the Fall term. I made presentations in both 2020 and 2021. These presentations are somewhat lengthier than the training sessions noted above and certainly more extensive than a community presentation would be, as they provide students with a thorough (academic) examination of the municipal integrity regime.

PART III -- ADVISORY FUNCTION

If Education and Training represent the first line of defence against unethical conduct, the Advisory function provides a second layer of protection against violations of the **Code of Conduct**. Providing advice is a key function of the Integrity Commissioner and can often head-off **Code of Conduct** violations. Indeed, the **Code of Conduct** recognizes the importance of the Advice function and incentivizes its use. In Rule 19.0, the **Code** provides: “Any written advice given by the Integrity Commissioner to a member binds the Integrity Commissioner in any subsequent consideration of the conduct of the member in the same matter as long as all the relevant facts known to the member were disclosed to the Integrity Commissioner.” In this way, the Member is protected from any future Complaints regarding the same matter on which the Integrity Commissioner’s advice has been sought out in advance and, subsequently, followed.

Advice Files Opened:

Reporting Period	Requests for Advice	Formal Advice Letters
1st Report: 1 Aug 11 to 30 Sept 12	0	0
2nd Report: 1 Oct 12 to 30 Sept 13	4	2
3rd Report: 1 Oct 13 to 30 Sept 14	2	2
4th Report: 1 Oct 14 to 30 Sept 15	3	3
5th Report: 1 Oct 15 to 31 Dec 17	8	1
6th Report: 1 Jan 18 to 31 Dec 19	8	7
7th and Final Report: 1 Jan 20 to 30 June 22	5	4

As one can observe from the chart above, there has, generally, been an increase over time of “Requests for Advice” as well as formal Letters of Advice under Rule 19.0. However, during this most recent period, only five Requests for Advice were received and four of these Requests resulted in formal Letters of Advice being provided; one File required no formal Letter of Advice.

Advisory Bulletins:

During the current Reporting period, I issued three Advisory Bulletins. The purpose of the Advisory Bulletins is in part educative but also preventative. The Advisory Bulletins are intended to provide guidance to Members of Council and others to whom the **Code of Conduct** applies so that they can avoid violations of the **Code**. Advisory Bulletins, generally, concern matters of importance that Members of Council or members of the public have raised with me or they concern issues that have been identified by other Municipal Integrity Commissioners. Advisory Bulletins are placed on the Integrity Commissioner’s webpage and are, therefore, available to Members of Council and the public alike. The link to the Advisory Reports is found at: <https://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Pages/Advisory-Bulletins.aspx>.

The three Advisory Bulletins issued during this Reporting period were the following:

1. **Advisory Bulletin Regarding Conflict of Interest** (May 15th, 2021);
2. **Advisory Bulletin Regarding Pecuniary Interest in Land** (May 15th, 2021); and
3. **Advisory Bulletin Regarding Meetings** (June 7th, 2022).

The *Advisory Bulletin Regarding Conflict of Interest* may be found at this link:

<https://www.citywindsor.ca/cityhall/Municipal-Accountability-and-Transparency/Integrity-Commissioner/Documents/Windsor%20Advisory%20Bulletin%20-%20Regarding%20Conflict%20of%20Interest.pdf>. The *Advisory Bulletin Regarding Pecuniary*

Interest in Land and the *Advisory Bulletin Regarding Meetings* have not, as yet, been uploaded to the Integrity Commissioner's webpage.

Brief Advice:

From January 1st, 2020 to June 30th, 2022, there were eleven instances of Brief Advice. These represent occasions where, in my opinion, advice could be provided immediately or in a very short period of time, and where no File needed to be opened. These are instances where, once again in my opinion, neither extensive research nor lengthy consideration is necessary. Formal Letters of Advice are not provided except where the Member requests one. So far, this seems to have worked well. It is prompt, efficient, and less expensive than where a Request for Advice is made and a formal Letter of Advice is issued.

Observations

In my view, there has been, since the 2018 Municipal Election, a general increase in the number of occasions – formal Requests and Brief instances – where my advice has been sought. This is very positive. First, it indicates that those subject to the **Code of Conduct** are generally aware of its contents, are accustomed to thinking about their conduct in the context of its provisions, and genuinely wish to comply with its terms. This bodes well for the future now that Integrity Commissioners are expected to provide advice on the provisions of the *Municipal Conflict of Interest Act (MCIA)*. There seems to have been a lessening of requests in the second half of this Council's term. This may simply reflect the fact that, following the last Election, there was, out of an abundance of caution, an increase in the willingness to seek advice as a result of the robust Education and Training Program which was provided in early 2019 but, as the Term has waned, there has been less interest in seeking the Integrity Commissioner's advice. Alternatively, or additionally, the difference may be attributable to the effects of the COVID-19 Pandemic, with its attendant restrictions on in-person meetings.

PART IV – INQUIRIES AND COMPLAINTS

Seven (7) new Complaint Files were opened between January 1st, 2020 and June 30th, 2022. Of these seven cases, all involved Members of Council. Once again, we should note the context here -- this Reporting period included the extensive period of time when Emergency provisions were in effect and public health and other civic restrictions were in place.

All Complaint Files were closed. No Files resulted in Reports to Council. In five Files, the Complaints were denied. In one File, jurisdiction was refused and, in the other File, the Complaint was discontinued.

Brief Service:

There were approximately thirty-two (32) instances of “Brief Service”. “Brief Service” constitutes instances where an individual has contacted the Integrity Commissioner, but no Formal or Informal Complaint has been initiated and no File has been opened. This may occur because the concern is plainly outside the jurisdiction of the Integrity Commissioner or because the alleged Complaint is clearly not a violation of the **Code of Conduct** or because the individual is simply seeking information. In some instances, the answer provided ends the matter; in other instances, a referral may be made to a more appropriate entity or individual. In some instances, the individual is advised on the procedure for making a formal Complaint although, ultimately, no formal Complaint is received. (Note: The phrase “Brief Service” does not denote the amount of time expended in providing the service; rather it simply indicates that the Integrity Commissioner was contacted but that no File was opened as a result of my response.)

Part V – Policy Developments


There was one instance of providing a Member of Council with information regarding the Provincial consultation concerning the Powers of Integrity Commissioners.

PART VI – CONCLUSION

My conclusion is that Members of Council and Members of Agencies, Boards, Commissions, and Committees in our City conduct themselves in a highly professional manner and live up to their commitments under the **Code of Conduct** to “protect and maintain the City of Windsor’s reputation and integrity”.

It has been a great an honour to serve as the Integrity Commissioner for the City of Windsor for the past ten-plus years. I would like to thank Mayors Francis and Dilkens and all of the Councillors over that period of time for their professionalism, both in the conduct of their duties and in their relations with me. I want to thank the CAOs during this period -- Ms. Helga Reidel and Mr. Onorio Colucci – for their support and the City Clerks, Ms. Valerie Critchley and Mr. Steve Vlachodimos, the City Solicitor, Ms. Shelby Askin Hagar, and the Council Services staff, especially Ms. Sandra Gebauer, for all their help and assistance over these many years. It has been a great pleasure to work with them.

Respectfully submitted,



Bruce P. Elman LL.D.
Integrity Commissioner 2011 - 2022



Committee Matters: SCM 251/2022

Subject: Minutes of the Committee of Management for Huron Lodge of its meeting held June 30, 2022

Committee of Management for Huron Lodge

Meeting held June 30, 2022

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 9:00 o'clock a.m. via Zoom video conference, there being present the following members:

Councillor Ed Sleiman, Chair
Councillor Jeewen Gill (arrives at 9:06 a.m.)
Councillor Gary Kaschak

Also present are the following resource personnel:

Alina Sirbu, Executive Director, Long Term Care/Administrator of Huron Lodge
Debbie Cercone, Interim Commissioner, Human & Health Services
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 9:03 o'clock a.m. and the Committee of Management considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Minutes

Moved by Councillor Kaschak, seconded by Councillor Sleiman,
That the minutes of the meeting of the Committee of Management for Huron Lodge held March 9, 2022 **BE ADOPTED** as presented.
Carried.
Councillor Gill was not present when the vote was taken.

4. In Camera

No In Camera session is held.

5. Business Items

5.1 Administrator's Report

A. Sirbu provides an overview of the Administrator's Report as follows:

- Had a successful Long Term Care Ministry visit.
- Funding wise, are going through the process as set up by the Provincial Government to allow for four hours of care for residents by 2025 which will require a great deal of recruitment and retention.
- *New Long Term Act and Regulations* – Thanks the Councillors on the Committee of Management for acquiring a vulnerable check plus a declaration through the Windsor Police Services (which is a new requirement).
- On July 11, 2022, Huron Lodge must post an interim report on quality improvement as requested by the Ministry.
- The Ministry is looking at operators in general to ensure that services that they are providing are up to the standard that they should be.
- The new regulations will ensure that the people they serve have the ability to bring forward the views and to be heard with follow-up if needed.
- The new Emergency Preparedness Plan is now more prescriptive and includes all of the agencies in Windsor-Essex which will be posted on the Huron Lodge website on July 11, 2022.
- The Ministry has directed very clear language on air conditioning and temperatures in the home which does not affect Huron Lodge as they have a newer building with the infrastructure to support the air flow and temperature.
- The temperature must be measured every day/twice a day from May to September and this report must be kept for any Ministry visits.
- The Medical Director at Huron Lodge will now have more involvement in the strategy meetings and clinical indicators as per new Act and Regulations .
- Compliance and enforcement fines can now range anywhere from \$5,000 to \$500,000 based on the type of offences and the repeat of the offences. Huron Lodge wants to ensure that there will be no financial penalties.
- All of this information must be communicated not only to the Committee of Management but to the residents and their families.
- Infection control continues to be one of the biggest items that the Ministry is considering when conducting inspections
- Working with the Human Resources Department on the recruitment to be able to support these major changes.

In response to a question asked by the Chair regarding if the mandate for Huron Lodge has changed, A. Sirbu responds that everything that was in the past Act is still there in terms of services delivered. Where the changes came into place, the delivery of services are being enhanced, so they are looking at Huron Lodge to provide more support for the seniors through additional staff. There are more restrictions and safety measures in place including the Committee of Management up to the volunteers and caregivers.

Councillor Kaschak remarks that he is pleased with the direction as we want excellent service delivery for our residents moving forward.

Councillor Gill asks if there will be costs associated with compliance.

A. Sirbu responds that from a perspective of compliance and enforcement, if any Long Term Care facility has a pattern of non-compliance in service delivery, the Ministry has the ability to begin enforcement that may include financial penalties. In terms of the provincial funding, it is provided to increase the level of staff. Presently, ministry's goal as set at 3 hours and 15 minutes per resident care and by 2025, this number will be increased to 4 hours of care for each one of the 224 residents.

Councillor Gill asks what are the sources for hiring as all of the long term care homes are competing to recruit staff, i.e. private long term care versus City-owned long term care. He further asks if there is a difference in wages and will there be a challenge to hire additional staff.

A. Sirbu responds that Huron Lodge is still competitive from a perspective of wages and benefits and is regarded as a good employer in the health care/long term care sector. The issue is the willingness of people to work in health care/long term care as it has been a trying almost three years and the people in this sector are "burnt out". However Huron Lodge is working hard to maintain and foster a good employment reputation that encourages people to apply for available positions.

Moved by Councillor Kaschak, seconded by Councillor Gill,

That the report from the Administrator of Huron Lodge providing the Committee of Management with an update on issues related to resident care, the Ministry of Long-Term Care, Ontario Health, Home and Community Care Support Services and other initiatives that impact the Long Term-Care sector **BE RECEIVED** for information and **APPROVED** for the period ending June 30, 2022.

Carried.

6. Date of Next Meeting

The next meeting will be at the call of the Chair.

7. Adjournment

There being no further business, the meeting is adjourned at 9:30 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR

Item No. 12.3



Committee Matters: SCM 252/2022

Subject: Minutes of the Housing & Homelessness Advisory Committee of its meeting held June 21, 2022

Housing & Homelessness Advisory Committee

Meeting held June 21, 2022

A meeting of the Housing and Homelessness Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Marina Clemens, Chair
Councillor Kieran McKenzie
Anna Angelidis
Jessica Brunet
Fiona Coughlin
Kathy Hay
Warden Gary McNamara, County of Essex
Leigh Vachon (arrives at 10:12 a.m.)
Joyce Zuk

Regrets received from:

Eric Hill
Angela Yakonich

Guests in attendance:

Sydney Coyle, Trans Wellness Ontario regarding *Item 4.2*
Hope Lovell

Also present are the following resource personnel:

Thom Hunt, City Planner
Michael Cooke, Manager Planning Policy, Deputy City Planner
Laura Strahl, Planner III
Frank Garardo, Planner III
Jeannie Diamond Francis, County of Essex
Gayle Jones, Diversity/Accessibility Officer
Jennifer Tanner, Manager, Homelessness & Housing Support
Kelly Goz, Coordinator, Housing Administration & Development
Tina Moore, Coordinator, Housing Administration & Development
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 10:03 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Adoption of the Minutes

Moved by F. Coughlin, seconded by J. Brunet,
That the minutes of the Housing and Homelessness Advisory Committee of its meeting held March 22, 2022 **BE ADOPTED** as presented.
Carried.

4. Presentations

4.1 Working Together to Address Ontario's Current Housing Crisis

Thom Hunt, City Planner provides the following highlights of the Presentation entitled "Working Together to Address Ontario's Current Housing Crisis":

- Refers to the letter he wrote as the Chair of the Regional Planning Commissioners of Ontario regarding the current housing crisis.
- Lobbied the Provincial Government on their Housing Affordability Task Force Report which is the subject of that letter as they were aware of a round of legislated policy changes that the government was considering.
- The Provincial Government produced Bill 109 which was titled "The More Homes for Everyone Act" and many of the legislated amendments directly impact municipal planning approval processes in towns and cities in general.
- One of the narratives was that the housing crisis is caused generally by a lack of supply of housing units regardless of the kind of housing units. If there were faster Planning Act approvals and timelines, there would be more supply and the affordability issue crisis itself would get solved by having more supply.
- What causes concern on Bill 109 is that there is going to be a cumulative effect on the municipalities in terms of the timelines and requirements to make decisions on by-law amendments, Official Plan Amendments and site plans. There is going to be a refund mechanism so if decisions are not made within the prescribed timelines, the municipality will be compelled to refund the applications that exceed the number of days it should take.

- Having to refund the application will have a huge effect on the municipality's ability to have staff work on a number of these applications quickly. In 2021, the City of Windsor had a record number of development applications with the same staffing levels.
- Will have to double their staff in order to meet these prescribed timelines given the volume of applications that they are currently seeing.
- Unfortunately, these costs will be borne by the taxpayer when these refunds are made.
- If this is the case, development will not pay for development.
- In terms of Bill 109, municipalities will no longer be in the public engagement consensus building on applications so the municipality will have to frontload some of the dialogue that takes place before they deem an application complete which is a paramount shift in the way that planning is undertaken in our towns and cities.
- The changes in Bill 109 do not come into effect until the new year so there is an opportunity to lobby the provincial government.
- He will present at the conference in Ottawa to the Association of Municipalities of Ontario (AMO).
- The take-away for HHAC is that the Housing Affordability Task Force was perhaps authored by builders and those financiers that are involved in housing in general. It did not go deep enough into the changes to prescribe any meaningful change on affordability.
- This current Bill is going to increase development costs and increase timelines because of the way this has been set-up.

Warden McNamara states that the developers have the ear on the Ministers that saying that it is the municipalities that are creating the bureaucracy in delaying any kind of a development which should not be on the backs of municipalities.

Councillor McKenzie states that he disagrees with Bill 109 and asks what HHAC can do. He assumes that there will be opportunities for some commentary on the regulations as they are developed and asks if HHAC can send something forward to City Council and County Council as there may be more coming to deregulate the housing sector.

T. Hunt responds that other municipalities provided extensive comments only to find out the government pulled the prescribed consultation timeline and the *Act* received Royal Assent before consultations closed. Municipalities have been asked to do resolutions by their Council to say there needs to be action by the provincial government. At the end of the day, it is a huge financial hit to the cities which will be on the backs of the taxpayers which is not the way that development should occur.

Councillor McKenzie refers to the remarks made by T. Hunt relating to impacts, specifically doubling staff resources, and increasing the cost of development, and asks if the fees for the permits will also be increased.

T. Hunt responds that increasing the fees is not viable as it will penalize the people who will receive the refund because they are the ones who will be paying. He adds that if there is a deficit of one to two million dollars in fees, and double the staff resources, we will have to refund two million dollars. So there will be a shortfall of one million dollars that the general taxpayer will pick up.

Councillor McKenzie asks if this could incentivize developers to delay the projects themselves to hit that fifty percent rebate mark.

T. Hunt responds that it would be the one hundred percent mark as some of the developers do not want to go to market immediately, they just want the approval. If an application is refunded, they are still compelled to work on it.

F. Coughlin states that the Housing Affordability Task Force was specifically told that it was not about affordable housing, they could not talk about surplus government land, the regulation of rental houses; they could only talk about supply side measures.

A. Angelidis notes that this is disheartening as so much advocacy work has been done in this sector to lobby the government regarding permits and fees and to encourage affordable housing. She indicates that all of this work has gone in the opposite direction with the focus on the builders.

J. Zuk leaves the meeting at 10:37 o'clock a.m.

Laura Strahl, Planner III Special Projects provides a Presentation entitled "Multi-Residential Interim Control Bylaw " and the following highlights are provided:

- The City of Windsor passed Interim Control By-law 103-2020 on July 13, 2020
- Prohibits the use on all lands, buildings, and structures for a Group Home, Shelter, Lodging House, and a Dwelling with five or more dwelling units
- Retained Project Team in September 2021 to complete MRICBL Study, OPA and Zoning By-law Amendment
- Must be completed by July 13, 2022
- Background Studies now completed
- The City needs more housing in the inner areas of the City, with populations in a majority of the City declining due to a lack of new housing options and shrinking average household sizes;
- The City is not seeing enough purpose-built rental housing constructed to meet demand;
- Access to retail, transit and other community amenities can bolster the market for new residential development, making an area attractive to prospective new households;
- Similarly, adding residential uses near existing retail clusters can improve the viability of those retail environments. The practice of redeveloping major retail centres for a mix of uses including residential, as well as other community

amenities such as parks, community centres, and even additional retail is growing across Ontario and Canada;

City of Windsor Official Plan
Development Strategy

- Regional Commercial Centres will eventually become vibrant commercial/residential areas
- Nodes will exhibit a wide variety of land uses, including higher density residential and employment uses, and have access to frequent public transit service. Corridors will be mixed commercial, residential and employment uses with higher density

Policy Changes – Official Plan

Low Profile Residential Areas – Stable Neighbourhoods

- Policies to protect character through limits of gross floor area and height
- Zoning By-law revised to include maximum height (9.0 m) and maximum gross floor area (400 sq m)
- Require site plan control for 5 or more units in a development.
- Require design brief as part of application process to define character and demonstrate **compatibility**
- Design Guidelines will provide additional development details/examples

Policy Changes – Official Plan

Mature Neighbourhoods

- In addition to policies and zoning for Low Profile Neighbourhoods:
 - Design brief to describe historic and current architectural style, materials and site characteristics.
 - Site Plan control to apply to all development and redevelopment in excess of 50 per cent increase in coverage or gross floor area.
 - Development or redevelopment to be **consistent** with historic neighbourhood character

Moved by F. Coughlin, seconded by J. Brunet,

That the update by the City Planner regarding Ontario's housing crisis and Bill 109 and the update by the Planner III, Special Projects regarding the Multi-Residential Interim Control By-law **BE RECEIVED.**

Carried.

4.2 Trans Wellness Ontario

Item 4.2 Trans Wellness Ontario

Sydney Coyle, Education Lead, Trans Wellness Ontario appears before the Committee and provides the following overview of the LGBTQ2S Youth Homelessness in Canada:

- 150,000 young people experiencing homelessness in Canada
- 25-40% of homeless youth in Canada identify as LGBTQ2S

- 35,000 homeless youth in Toronto (6,000/night)
- 21% of youth in Toronto shelters identify as LGBTQ2S
- 9 youth emergency shelters equals 350 beds
- 4 transitional housing programs equals 110 beds
- LGBTQ2S youth have difficulty finding shelters where they feel safe and respected; they experience high rates of discrimination and violence in shelters.
- LGBTQ2S-specific housing options are an essential component in addressing youth homelessness and meeting the needs of LGBTQ2S youth.
- LGBTQ2S youth are overrepresented in the homeless youth population, but underrepresented in shelters and face more discrimination than any other youth group.
- Some youth feel safer on the street than in the shelters as they have to deal with homophobia, biphobia and transphobia.

S. Coyle states that a lack of proper training for shelter staff results in a lack of knowledge and ignorance towards queer and trans people. Ney advises that Trans Wellness is a non-profit organization funded through grants and community donations. Ney adds that Trans Wellness Ontario wants to support those agencies that are helping people experiencing homelessness, in order to develop programming and to best support their trans clients.

S. Coyle recommends that the City of Windsor provide funding for the five major organizations in the Windsor Essex community to receive diversity training. As the Education Lead, ney has developed a specialized training for different sectors including health care education, and one that is specifically entitled “Poverty, homelessness and Rejection”. We talk about challenges that queer and trans persons experience in the shelter system and how to be ally service providers. They are requesting funding to train the staff who are working at the five main organizations – Downtown Mission, the Welcome Centre, Hiatus House, Salvation Army and Housing Information Services as a start and once this is successful, they would like to provide this training to all agencies addressing housing and homelessness within the community. Additionally they are requesting funding to do consultation services – to review an organization’s physical spaces, policies and procedures. Ney adds that the City of Toronto has made it mandatory for all shelter staff to receive LGBTQ cultural competency training and asks that the City of Windsor make it mandatory for shelter staff to receive diversity training.

In response to a question asked by the Chair regarding if Trans Wellness Ontario has data relating to people seeking permanent housing in the non-profit or private market, S. Coyle responds that many people experienced the same barriers, i.e. clients did not feel safe, transphobia issues and random employment due to not enough income to sustain housing.

Councillor McKenzie concurs that there is a lack of available housing for all folks across the community and it is important to understand that there is a need to provide better services. He asks the presenter how many folks they serve in the community.

S. Coyle responds that in 2021, Trans Wellness Ontario conducted over 1,500 counselling appointments, 245 food banks and 128 intakes. They worked with clients to find housing supports.

In response to a question asked by Councillor McKenzie regarding the people they serve and the services provided, would housing be something they would try to address, S. Coyle responds that housing assistance was provided to thirty individuals.

Councillor McKenzie requests that Gayle Jones, Diversity/Accessibility Officer, City of Windsor provide remarks relating to the presentation by S. Coyle.

G. Jones responds that the presentation is consistent with the research regarding the challenges, the barriers and discrimination that is faced by the queer and trans community. She adds that it is difficult for people to relate to something that they have not experienced and we are fortunate to have the Trans Wellness organization that has that expertise. In terms of the best format for training moving forward, she asks if this process has been used in other municipalities, i.e. the municipality funds the training for shelters.

S. Coyle responds that they are not certain if other municipalities have made the training mandatory, but is aware that the City of Toronto has done so.

J. Tanner advises that the city has direct funding and has a contractual relationship with four of the five organizations listed, and states the city administrative staff would be happy to work with Trans Wellness and help facilitate training opportunities within the shelter system. We want to see the shelters migrate towards best practices; to operate more as a system and adds that the community had undertaken a Review of Emergency Shelter Services in Windsor and Essex County and there were some specific recommendations in that review to allow for safe shelter spaces for the trans community.

K. Goz states that the shelter system has a significant turnover of staff so if Trans Wellness is able to do training modules that could be prerecorded, and can be embedded in those organizations in training packages, that would be ideal.

S. Coyle responds they are currently in a partnership with the Windsor Essex Children's Aid Society to develop modules

The Chair asks if Trans Wellness is involved with the County.

S. Coyle responds that homelessness in the County looks very different from the City as there are no services out in the County. We know that discrimination against the

queer and trans community is much higher in the County. Many queer and trans youth remain closeted and are not able to come out due to safety concerns.

J. Diamond Francis advises that on June 1, 2022, that County Council approved funding for a homelessness hub in Leamington. It is important that the staff receive the appropriate training in order to deliver the service and it is hoped to have a service provider in the fall 2022. She adds that County Council will fund this initiative for two years.

Moved by Councillor K. McKenzie, seconded J. Brunet,
WHEREAS, members of the 2SLGBTQIA+ community face barriers to finding appropriate housing and housing services in Windsor/Essex in disproportionate numbers and;

WHEREAS the barriers faced are multi-faceted and complex including institutional, administrative as well as discriminatory,

THEREFORE BE IT RESOLVED that the Housing and Homelessness Advisory Committee recommends that the City of Windsor Administration consult with community partners in Housing, Social Services and appropriate community advocacy groups including Trans Wellness Ontario and others to bring forward recommendations for both Windsor City Council and County of Essex Council consideration to address the housing challenges faced specifically by the 2SLGBTQIA+ community.

Carried.

5. Business Items

5.1 Updates by Administration

Goal 1: Sustain & expand social housing & affordable housing supply \

2022 Canada Ontario Housing Benefit (COHB) Applications for Windsor Essex

T. Moore provides the following overview:

The Canada-Ontario Housing Benefit (COHB) is a federal-provincial housing allowance program providing an income-tested, portable housing benefit (PHB) payment to low-income households. The COHB is designed to help increase affordability of rental housing for eligible households that are on social housing waiting lists. Approved applicants under this program must consent to being removed from the social housing wait list. The City of Windsor estimates the 2022-23 COHB allocation has the potential to assist approximately 250 to 260 households.

The Ministry of Municipal Affairs and Housing (MMAH) released the 2022-23 COHB application on May 4, 2022 which was later than anticipated, and will assist with housing costs on or after May 1, 2022 not April 1, 2022 as previously reported. Within days of the release COHB staff began working to process COHB applications for residents of Windsor and Essex County.

2022 Ontario Renovates – Social Housing Repair Program (OR-SHRP)

T. Moore provides the following information:

Applications for the 2022 Ontario Renovates Social Housing Repair Program (ORSHRP) have been distributed to Social Housing Providers in Windsor and Essex County.

- The City of Windsor engaged an external consultant to conduct operational reviews and building condition assessments (BCA's) for the social housing providers.
- Applications received for the upcoming 2022-23 OR-SHRP Program, will be evaluated in conjunction with the Building Capacity Assessments (BCA's) completed by Pretium. The BCA reports have been shared with all of the Social Housing Providers in an effort to assist them in identifying and prioritizing the repairs required. Items identified within the BCA, will take priority when applications are considered and are subject to Service Manager discretion and available funding.
- Applications with the accompanying quotes are due to our office on or before July 15, 2022.
- This initiative aligns with our Housing and Homelessness Plan (HHP) Goal 1: Sustain and Expand Social and Affordable Housing Supply; Strategy 1.6 (Page 17) which refers to conducting a review of the current social housing stock to determine the current and future state of repair and leverage government funding to support capital repair, replacement and upgrading of major building components for social housing as well as the City of Windsor HHP target to repair, on an annual basis, an average of 30% of social housing stock. (Page 14)

Current & Future Capital Funding Streams

J. Tanner provides the following highlights:

The province has released another round of **Social Services Relief Funding (SSRF, Phase 5)**, and provided the Service Manager with a total allocation of \$3.4 million. City Administration has submitted an investment plan to the Ministry of Municipal Affairs & Housing and is awaiting approval of its plan to utilize \$1.37 million for operating costs, including the continuation of the COVID Isolation & Recovery Centre for people experiencing homelessness, and \$1.92 million in capital funding to create new affordable housing in Windsor and Essex County. Any announcements about these projects will come directly from the provincial government.

The Canada Mortgage and Housing Corporation (CMHC) is the lead in delivering National Housing Strategy Initiatives over the next 10 years by offering funding opportunities for new construction and repair/renewal to local private and non-profit organizations with the purpose of increasing the housing stock, or sustaining the existing affordable housing supply. An announcement for Round 3 of the **Rapid Housing Initiatives (RHI)** is imminent and will be reported as program details are available.

On September 21, 2020, the Government of Canada announced round 1 of the Rapid Housing Initiative (RHI), a \$1 billion program to help address urgent housing needs through the rapid construction of affordable housing. In June 2021, CMHC announced the creation of 4,500 new affordable housing units across the country with an additional investment of \$1.5 billion through a Round 2 of the Rapid Housing Initiative (RHI). These housing units will support Canadians who are in uncertain housing situations, experiencing or at risk of homelessness, or living in temporary shelters because of the pandemic.

As part of round 2 RHI, the City of Windsor as Consolidated Municipal Service Manager for Windsor and Essex County received a priority allocation of \$9,337,117 in Round 2 to create a minimum of 35 units of new permanent affordable housing as part of the Cities Stream. The City submitted an application for 3 projects, 2 in the City and 1 in the County and all 3 projects were approved by CMHC in October 2021 with projects currently underway anticipated to be complete by the end of 2022.

Goal 2: Sustain and expand housing that is linked with supports.

New Supportive Housing

COVID-related capital funding from upper levels of government was utilized to provide funding to Assisted Living South West Ontario (ALSO) to purchase and renovate a building to create 29 new supportive housing units. This facility will begin intakes in July.

Goal 3: Ending Homelessness

Windsor Essex By-Names Prioritized List data for May 2022.

K. Goz provides the following as it relates to the By-Names prioritized list.

<u>Monthly homelessness data</u>		Outflow				Inflow			Balance Check		
Chronic		Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values		Apr-22	347	28	23	12	6	14	7	-12	
Current month dynamic formulas		May-22	360	30	24	22	5	10	30	13	Yes

<u>Monthly homelessness data</u>		Outflow				Inflow			Balance Check		
Veteran		Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values		Apr-22	1	0	0	0		0	0	0	
Current month dynamic formulas		May-22	2	0	0	0		0	1	1	Yes

<u>Monthly homelessness data</u>		Outflow				Inflow			Balance Check		
All Populations		Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values		Apr-22	439	54	34	32		16	12	-28	
Current month dynamic formulas		May-22	463	36	37	50		12	35	24	Yes

Housing Hub Consultation

K. Goz provides the following information relating to the Housing Hub.

In July 2021, City Council approved a report (C 98/2021) in which Administration presented a Housing Hub Vision, that aims to build on the success of the Homelessness & Housing Help Hub (H4) and create a permanent space where people at risk of homelessness or experiencing homelessness can go for housing help and a variety of other services such a health, mental health and addictions supports. The hub vision also includes onsite permanent affordable housing and a flexible space that can be used in response to civic emergencies.

City Administration engaged with Glos Arch + Eng to conduct community consultations with key stakeholders, elected officials and service users which was completed in late 2021. Glos has also identified what physical space would be required for the Housing Hub and preliminary construction / renovation cost estimates. The final report will be presented to City Council this summer, and a copy will be provided to HHAC and the County.

New Emergency Shelter for Women & Families

As previously reported to HHAC, COVID-related capital funding from the provincial and federal levels of government was allocated to the purchase of a hotel and renovations to convert it to an emergency shelter. The renovations are now complete and the Welcome Centre staff are onsite getting things set up to begin welcoming women and families at the end of June. This facility will be the first family shelter in the community,

offering up to 20 rooms for families, and the capacity to accommodate up to 32 single women. It will also be the first pet friendly shelter in Windsor-Essex when the Welcome Centre begins its pet intake process later this summer.

5.2 Updates from Member Organizations

None.

6. Date of Next Meeting

The next meeting will be held in September 2022 (date to be determined).

7. Adjournment

There being no further business, the meeting is adjourned at 12:05 p.m.

CHAIR

COMMITTEE COORDINATOR

Item No. 12.4



Committee Matters: SCM 271/2022

Subject: Report No. 15 of the Housing & Homelessness Advisory Committee (HHAC) - Recruitment process for the new term of HHAC to include additional sectors

REPORT NO. 15
of the
HOUSING & HOMELESSNESS ADVISORY COMMITTEE
of its meeting held
September 20, 2022

Present: Marina Clemens, Chair
Councillor Kieran McKenzie
Anna Angelidis
Fiona Coughlin
Phil Dorner
Eric Hill
Warden Gary McNamara, County of Essex
Angela Yakonich
Joyce Zuk

Your Committee submits the following recommendation:

Moved by Councillor K. McKenzie, seconded E. Hill,

That the recruitment process for the next term of the Housing and Homelessness Advisory Committee **INCLUDE** the sectors currently approved in the Housing and Homelessness Advisory Committee Terms of Reference and Mandate, and further, that the sectors **BE EXPANDED** to include individuals from the 2SLGBTQIA community, the Indigenous community and people with lived experience.

Carried.

Note: The Revised Housing and Homelessness Advisory Committee Terms of Reference and Mandate – May 2019 –*attached*.

CHAIRPERSON

COMMITTEE COORDINATOR

NOTIFY:

Housing & Homelessness Advisory Committee	On file
---	---------

REVISED
Housing Advisory Committee
Terms of Reference and Mandate – May 2019

Mandate

To serve as an advisory body to City Council on issues relating to the supply, demand, and need for affordable housing and homelessness supports in Windsor and Essex County. Act as a medium for informational exchange with sector representatives on housing and homelessness program initiatives and community issues. Act as a resource and advocate on behalf of all stakeholders to educate and advance the awareness of Council representatives on matters pertaining to housing and homelessness. Responsible for championing the implementation of the 10 Year Housing and Homelessness Master Plan and for evaluating and monitoring progress towards meeting the goals and strategies of the Plan.

Composition/Membership

The Housing and Homelessness Advisory Committee shall consist of **17** voting members and 8 non-voting resource members.

The Housing and Homelessness Advisory Committee of the City of Windsor consists of the following sectors for the 2019-2022 term:

- 1 City Councillor Windsor City Council
- 1 Member County Council
- 1 representative (Labour Council)
- 4 representatives (Community Groups)
- 1 representative (Central Housing Registry)
- 2 (Tenant Representatives)
- 1 (Mental Health & Addictions sector)
- 1 representative (Homeless Coalition sector - Community Developer)
- 2 representatives (Housing Providers)
- 1 representative (Real Estate Board)
- 1 representative (Housing with Supports)
- 1 representative (Emergency Housing)

Duties and Responsibilities

The Duties and Responsibilities of the Housing and Homelessness Advisory Committee are outlined in the Committee's Mandate.

Appointment and Term

Windsor City Council shall appoint the members of the Housing and Homelessness Advisory Committee.

The term of Committee membership shall be established by Windsor City Council and is currently approved to be for four years. A Committee member may be offered and may accept consecutive terms subject to the approval of Windsor City Council.

A Chairperson shall be chosen by a majority vote of the Committee members. The position of Chairperson shall be held for the same term as the Committee member term, currently four years. At the expiration of the term, the outgoing Chairperson may, subject to the approval of Windsor City Council, remain as Committee members and may be nominated for the position of Chairperson for consecutive terms.

Vacancy:

The Committee may, but is not required to, recommend persons to fill a vacancy if such recommendation is approved by a majority vote of the members present. A vacancy, and any recommended replacements shall be reported by the Chair of the *Housing and Homelessness* Advisory Committee to Windsor City Council. Windsor City Council shall appoint a replacement for the unexpired term of the vacant position.

Absenteeism:

Any member who is absent from three consecutive meetings without the express approval of the Committee given at a scheduled meeting will be deemed to have resigned from the Committee at the end of the third meeting.

Any member who is absent from 30 percent of the meetings during any one calendar year without the express approval of the Committee given at a scheduled meeting will be deemed to have resigned from the Committee.

Agenda and Minutes

An Agenda will be provided prior to each meeting. Committee members may suggest items for the agenda to the Chair who may direct that item to be scheduled.

Minutes shall be taken of all meetings of the Committee and shall be distributed as soon as possible to all Committee members.

All matters related to recording and distributing the Minutes shall comply with the City of Windsor policies governing the recording and distribution of the Minutes of a Committee of City Council.

Rules of Order

Elections and meetings will be conducted in accordance with Bourinot's Rules of Order and the City of Windsor's Procedural By-Law 98-2011.

Meetings shall generally be guided by the following:

1. The order of business shall ordinarily be as set out in the Agenda, except that the items may be taken up out of order or added to the agenda at the discretion of the Chair by a majority vote of the members present.

2. All decisions of the Committee shall be made by resolution approved by a majority vote of all members present.
3. The Chair shall generally conduct the meeting in accordance with standard Rules of Procedure.
4. In the event of absence of the Chair, a person chosen by a majority vote of the members present shall chair the meeting, provided a quorum is present.
5. A person or persons may be invited to one or more Committee meetings as additional resource to discuss and provide guidance, input or information relevant to a specific subject matter under discussion by the Housing and Homelessness Advisory Committee, provided the invitation is approved by a majority vote of the members present.

Reporting Structure/Frequency of Meetings

The Housing *and Homelessness* Advisory Committee reports to the *Community Services and Parks Standing Committee*.

The Committee shall meet on a quarterly basis.

Remuneration

Advisory Committee members receive no compensation for their service on the City's Advisory Committees.

Quorum

The quorum of the Housing and Homelessness Advisory Committee is 9 voting members.



Item No. 12.5

Committee Matters: SCM 284/2022

Subject: Minutes of the Housing & Homelessness Advisory Committee of its meeting held September 20, 2022

Housing & Homelessness Advisory Committee (HHAC)

Meeting held September 20, 2022

A meeting of the Housing & Homelessness Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Marina Clemens, Chair
Councillor Kieran McKenzie
Anna Angelidis
Fiona Coughlin
Phil Dorner
Eric Hill
Warden Gary McNamara, County of Essex
Cynthia Summers, new CEO, CHC
Angela Yakonich
Joyce Zuk

Regrets received from:

Jessica Brunet
Kathy Hay
Leigh Vachon

Also present are the following resource personnel:

Kirk Whittal, Executive Director, Housing & Children's Services
Jennifer Tanner, Manager, Homelessness & Housing Support
Jeannie Diamond Francis, County of Essex
Kelly Goz, Coordinator, Housing Administration & Development
Tina Moore, Coordinator, Housing Administration & Development
Frank Garardo, Planner III
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 10:04 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Adoption of the Minutes

Moved by A. Yakonich, seconded by Councillor K. McKenzie,
That the minutes of the Housing and Homelessness Advisory Committee of its meeting held June 21, 2022 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Recruitment Process for the new term of the Advisory Committees of Council

The Chair indicates that she recently met with the City Clerk and Deputy City Clerk regarding the recruitment process for the Advisory Committees of Council. She refers to the “messaging” through social media that will advise of opportunities to sit on committees and will reflect the diversity in our community. The following questions for discussion were posed by the Clerk’s Office:

- Should HHAC continue and if so, is the present HHAC Mandate still relevant?
- Should the sectors as outlined in the HHAC Terms of Reference and Mandate be eliminated?
- What questions should be asked on the recruitment Application Form?

In terms of the HHAC Mandate, Councillor McKenzie advises that HHAC is crucial and should continue to exist. He adds that productive steps were taken to switch the focus to looking at the homelessness aspect of housing in our community which is a significant crisis that will require the expertise of HHAC members. He refers to the component around intensification, planning and land use which may be another area for consideration.

K. Goz states that the one thing absent both in the Mandate and in some of the questions that would form the application, is around the understanding of the 10 Year Housing and Homelessness Master Plan and the role of HHAC to support and to advocate the strategies under the Plan as it relates to housing and homelessness. Some of the questions were devoid on understanding homelessness issues.

J. Zuk comments that HHAC is an Advisory Committee to City Council, yet the City of Windsor as the Service Manager has a responsibility for the region and as such, there is the concerted effort to make sure there are county appointments to HHAC. She suggests consideration be given to structuring this committee as a board, i.e. ERCA, Solid Waste Authority that works on behalf of the function for the region.

Warden McNamara responds that the City of Windsor is a Service Provider and the County pays “a heavy bill” for that. He adds that they are limited in terms of their

representation at HHAC and adds that the population in the County now exceeds 200,000.

K. Whittal advises that HHAC is an advisory committee for the 10 Year Housing and Homelessness Master Plan and City Council has directed the creation of a Regional Affordable Housing Strategy which incorporates representation from City and County administration.

A. Angelidis indicates that when the 10 Year Housing & Homelessness Plan was adopted, the Committee name was changed to the Housing and Homelessness Advisory Committee. The Plan is City/County and all of the services that they offer are City/County. She emphasizes that all of the activities and the vision applies to both the City and the County.

J. Tanner suggests contacting the City Clerk's Department to determine how other regional committees are structured. HHAC is a Committee of City Council and certainly the needs of housing and homelessness are recognized in the County that we need to address but this may not be the only vehicle to address these issues. She adds that the City and the County are working together to develop a regional affordable housing strategy. She proposes that HHAC determine strategic goals for each year relating to which pieces of the Plan to focus on.

J. Zuk states that as an advisory committee to Council, perhaps the focus should be on the issues within Council's purview. She suggests that we look at the layout for other regional committees. There is an interconnectedness relating to if there is a homelessness issue in the city, it is impacting the county.

The Chair indicates that she will contact the City Clerk regarding the structure of regional committees and notes that the general consensus regarding the mandate is that no amendments are required. In terms of the sectors outlined in the Mandate and Terms of Reference, the sectors could be removed to allow the public to apply to sit on HHAC.

K. Goz advises that the field of expertise limits the involvement of people with lived experience who have housing insecurity because it infers that a person has to be a professional to participate. The question should be asked in a way to ensure that it encompasses the voice of lived experience.

Councillor McKenzie refers to the sectors noted in the Mandate and adds that a deficit to HHAC is that there are not folks with lived experience, however HHAC has expertise. He expresses concern that if the sectors are eliminated, that the same level of understanding in the community may not be achieved.

F. Coughlin responds that many people working in the sector have lived experience as well.

A. Yakonich indicates that most people working in this field have an invested interest in what they do.

Councillor McKenzie reports that Council approved an Indigenous Committee for the upcoming term. He proposes that Indigenous people be formally brought into all of these committee frameworks.

Moved by Councillor McKenzie, seconded by E. Hill,

That the recruitment process for the Housing and Homelessness Advisory Committee **INCLUDE** the sectors currently approved in the Housing and Homelessness Advisory Committee Terms of Reference and Mandate, and further, that the sectors **BE EXPANDED** to include individuals from the 2SLGBTQIA community, the Indigenous community and people with lived experience.

Carried.

Clerk's Note: The **sectors** as approved by Council in the revised 2019 Housing and Homelessness Committee Mandate and Terms of Reference are as follows:

"The Housing and Homelessness Advisory Committee of the City of Windsor consists of the following sectors for the 2019-2022 term:

- 1 City Councillor Windsor City Council
- 1 Member County Council
- 1 representative (Labour Council)
- 4 representatives (Community Groups)
- 1 representative (Central Housing Registry)
- 2 (Tenant Representatives)
- **1 (Mental Health & Addictions sector)**
- **1 representative (Homeless Coalition sector - Community Developer)**
- 2 representatives (Housing Providers)
- 1 representative (Real Estate Board)
- 1 representative (Housing with Supports)
- 1 representative (Emergency Housing)"

C. Summers asks that when speaking about the intent to invite people with lived experience, will that be combined with the credentials that have been laid out or will that be a separate category for those with lived experience.

The Chair responds that the intent is to recruit those living in social housing, or geared to income housing.

A. Yakonich notes that if people are brought in with lived experience, they may feel uncomfortable when acronyms are introduced and consideration should be given to that.

The Chair suggests that at the beginning of the new term of HHAC, that the new members be welcomed and provided with some education.

4.2 Capital Funding Update

Goal 1: Sustain & expand social housing & affordable housing supply

T. Moore provides the following overview of the Capital Funding update:

The Ministry of Municipal Affairs and Housing (MMAH) approved the **Social Services Relief Funding (SSRF, Phase 5)** Investment Plan on August 3, 2022 originally submitted by City Administration in May. Operating costs of \$1.37 million were allocated towards the continuation of the COVID Isolation & Recovery Centre for people experiencing homelessness, and \$1.92 million in capital funding to create new affordable housing in Windsor and Essex County. To secure the capital funding, capital project proposals must be approved by MMAH prior to executing the Contribution Agreements for the end of November.

On September 7, 2022, MMAH introduced the **Community Housing Priority Projects**, an opportunity for City Administration to submit a shovel-ready priority project proposal to the ministry for consideration should funding become available. A business case template outlining one (1) top priority construction-ready project where funding can be committed within the 2022-23 fiscal year must be submitted by September 26, 2022. Project approvals will be communicated before the end of 2022.

J. Diamond Francis asks what processes are in place to add to that project ready list and how do different community groups get on that list. She suggests that building such a list should be a priority if and when the Affordable Housing Strategy Committee comes to fruition.

T. Moore responds that they currently have a "bidder's list" and anyone that is interested in engaging with their department under affordable housing initiatives is referred to the bidder's list. She adds that they do not have a list of shovel ready projects at this time. Their goal moving forward is to obtain some funding to do that initial pre-feasibility work because the streams of funding do not include that readiness work.

A. Angelidis states that when the Homeless Coalition meetings were held, discussions took place relating to having shovel ready projects. They also need to know what the requirements are, what does the shovel ready mean to the city when this funding becomes available to groups and these opportunities. We desperately need the funding to create affordable housing. She asks what is the city doing to bring this information forward so that the organizations can be better prepared. She refers to the \$1.92 million in capital funding and asks if there is a project and what is the process.

T. Moore responds that the \$1.92 million is under the SSRF Phase 5. For this new request, they are currently working with the Windsor Essex Community Housing Corporation and the County of Essex.

K. Whittal indicates that the challenge with many of these projects has been with the source of funding and that there will be a requirement potentially for operating funding.

It comes down to scalability; there could be multiple projects, some smaller some larger. It is often a guessing game when an announcement is received – is it \$10 million, \$5 million or \$2 million. This idea of annual funding needs to be explored further to be able to make decisions in regards to project planning.

The Chair suggests that the service manager look at holding an information session with non-profits or small developers and to determine what it means to be “shovel ready” within their portfolio.

Councillor McKenzie asks what HHAC can do to be better prepared for these funding announcements.

The Chair responds that there are thirty-three non-profit housing groups within the city and the county and proposes that we meet with them to provide training and education.

4.3 Trans Wellness Ontario Update

Goal 6: Foster Successful Tenancies Through Community Collaboration

J. Tanner advises that Kirk Whittal, Executive Director submitted a memo to the Community Services Standing Committee on August 3, 2022, **attached** as Appendix “A”. As a follow up to the June 2022 HHAC meeting, Housing staff met with Trans Wellness in early August 2022. Trans Wellness Ontario staff are working to develop community based training for identified stakeholders. Housing Services will work to promote the training developed by Trans Wellness Ontario with its homelessness and housing contracted service providers. Housing staff and Trans Wellness Ontario will meet regularly for the remainder of the year and into 2023 to achieve the shared goals of education, awareness, and a review of policy and procedures, where appropriate. Housing Services will provide an update to Council in 2023.

In response to a question asked by Warden McNamara regarding if the County will be involved in working with the Trans Wellness Ontario group, J. Tanner advises that J. Diamond-Francis will be included on those meetings.

4.4 By-Names Prioritized List

Goal 3: Ending Homelessness: Windsor Essex By-Names Prioritized List Data, August 2022

K. Goz provides an overview of the following By-Names List and notes that in August 2022, there was a slight reduction in the number of people experiencing active

homelessness throughout the region. The major contributor to that was the number of individuals who went to an inactive state or had not connected with a service provider in the previous ninety days. She adds that the month of August 2022, was actually the highest seen historically as typically there is a move to an active trend around the seven to ten percent mark per month.

Monthly homelessness data		Outflow			Inflow			Balance Check		
Chronic	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	374	33	11	30	8	13	5	12	
Current month dynamic formulas	Aug-22	369	32	31	28	10	11	9	-5	Yes

Monthly homelessness data		Outflow			Inflow			Balance Check		
Veteran	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	1	0	0	0		0	0	0	
Current month dynamic formulas	Aug-22	1	0	0	0		0	0	0	Yes

Monthly homelessness data		Outflow			Inflow			Balance Check		
All Populations	Month	Actively Homeless	Move-Ins	Moved to Inactive	Newly Identified	Aged-In	Returned from Inactive	Returned from Housing	Net Monthly Change	Balance Check
Past month for balance check static values	Jul-22	491	61	12	63		15	7	12	
Current month dynamic formulas	Aug-22	488	53	44	69		14	11	-3	Yes

Moved by Warden McNamara, seconded by J. Zuk,
That the verbal Administrative Reports relating to the updates for Capital Funding, Trans Wellness Ontario and the By-Names prioritized list **BE RECEIVED.**
Carried.

4.5 2021 Annual Report

Councillor McKenzie asks in terms of the 10 Year Housing and Homelessness Master Plan, is the city on track to achieve the goals.

K. Goz responds that progress has been made on the Plan. Additional COVID funding for operating and capital have allowed administration and the city as a whole to expedite some of the things that would not have been undertaken without those dollars. The landscape has changed since the review done in 2018 as there is a mental health and opioid crisis that needs to be addressed which is a constant contributor to our rates around homelessness and housing and ensuring that folks remain housed once they are able to attain permanent market rent or supportive housing. She reports that administration is required legislatively to undertake another five year review which will occur in 2023. The question is will they end homelessness by 2028, and adds it will take

the right investments for housing and homelessness. There is anticipation to see what can be achieved through both the Housing Hub that will be created in the County as well as what the H4 has taught us through the project over the last two years. We can expedite access to housing through that model and can get better outcomes for folks but all of the partners have to come to the table to contribute in a meaningful way. The partners will include all sectors, levels of government, City/County, Provincial, Federal, the private sector and the faith-based community and how do we as HHAC engage with those sectors that have not interfaced with Administration.

Moved by Councillor McKenzie, seconded by Warden McNamara,
That the 2021 Annual Report **BE RECEIVED.**
Carried.

5. New Business

None

6. Date of Next Meeting

The next meeting will be held at the call of the Chair.

7. Adjournment

There being no further business, the meeting is adjourned at 11:45 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR



Item No. 12.6

Committee Matters: SCM 286/2022

**Subject: Minutes of the Committee of Management for Huron Lodge of its
meeting held September 23, 2022**

Committee of Management for Huron Lodge

Meeting held September 23, 2022

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 9:00 o'clock a.m. via Zoom video conference, there being present the following members:

Councillor Ed Sleiman, Chair
Councillor Jeewen Gill
Councillor Gary Kaschak

Also present are the following resource personnel:

Alina Sirbu, Executive Director, Long Term Care Administrator of Huron Lodge
Debbie Cercone, Interim Commissioner, Human & Health Services
Andrew Daher, Commissioner, Human & Health Services
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 9:00 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None.

3. Adoption of the Minutes

Moved by Councillor Gill, seconded by Councillor Kaschak,
That the minutes of the meeting of the Committee of Management for Huron Lodge held June 30, 2022 **BE ADOPTED** as presented.
Carried.

4. In Camera

No In Camera session is held.

5. Business Items

5.1 Administrator's Report

A. Sirbu provides an overview of the Administrator's Report as follows:

- Huron Lodge was declared in outbreak on August 28, 2022. Enhanced infection control methods are being followed by all staff, visitors, contractors and residents not only within the outbreak area but across the entire home.
- The Ministry of Long-Term Care (MLTC) continues to issue numerous guidance documents and directives. The Huron Lodge Management team and staff continue to work together to ensure the safety of our residents, family members and colleagues.
- The MTC has implemented some initiatives as part of the "Plan to Stay Open: Health System Stability and Recovery".
- Huron Lodge continues to be under strict guidelines from the MTC in regards to containment and isolation of cases in staff, residents and visitors.
- Accommodation charges will be increasing starting October 1, 2022 and the residents and families have been advised of this increase.
- The province has announced that COVID-19 Prevention and Containment and PPE Funding will continue until March 2023 with a reduced amount in the later part of the year. Huron Lodge expects to receive \$783,700 for the 2022/23 funding year.
- Huron Lodge is in the second year of the 3 Year Medication Safety Technology funding program initiated by the MLTC. This funding supports the implementation technologies to support the secure and accurate electronic transmission and handling of prescription formation, security of drug supply, accurate administration of medication, oversight and monitoring of the medication use process and improve the home's functioning of the medication management system. The program will provide \$80,125 in funding this year and an additional \$80,125 next year to use for medication initiatives.
- In terms of a permanent personal support worker wage enhancement, the MLTC has announced that the \$3 wage enhancement is now permanent.
- An additional opportunity for the Government of Canada Grant is available in November and Huron Lodge will make application in order to complete Phase 3 of the Chrysalis project.
- New legislation specifies requirements for a continuous quality committee and its composition. Feedback from residents and families through the customer satisfaction surveys along with committee reports will form the foundation of the strategic plan for Huron Lodge.
- On July 5, 2022, the Windsor Essex County Health Unit conducted a compliance inspection, an Outbreak Response Inspection and a Food Premises Inspection. No violations were noted.

In response to a question asked by the Chair regarding the enhanced role of the Medical Director of Huron Lodge, A. Sirbu responds that Dr. O'Callahan is now under the new regulations from the Ministry of Health and Long Term Care and will be participating actively in all of their strategy meetings.

Councillor Gill asks if the Ministry has a long term plan for COVID funding.

A. Sirbu responds that the Ministry may continue their support of a certain level of COVID-19 containment funding while the strict regulations are in place.

Councillor Gill asks in term of a third party agency, what is the frequency of the inspections.

A. Sirbu responds that the inspections of the facility are unannounced and fluctuate as they want to see the day-to-day operations.

Councillor Kaschak asks in terms of the rates at Huron Lodge. are they comparable to the private sector or other long term care homes in the Windsor-Essex County area.

A. Sirbu responds that the rates are set by the Ministry and the rates are exactly the same for private, semi-private rooms and basic rooms.

Councillor Kaschak asks if wage enhancement for nurses through the Ministry of Health has been considered.

A. Sirbu responds that Huron Lodge has received \$5,000 through the Ministry which was a one-time fund that was distributed to the RN's and RPN's.

Moved by Councillor G. Kaschak, seconded by Councillor Gill,

That the report from the Administrator of Huron Lodge providing the Committee of Management with an update on issues related to resident care, the Ministry of Long-Term Care (MLTC); Ontario Health; Home and Community Care Support Services (HCCSS) and other initiatives that impact the Long Term-Care sector **BE RECEIVED** for information and **APPROVED** for the period ending September 23, 2022.

Carried.

A. Sirbu reports that there has been some discontent expressed by the residents and family members due to the COVID-19 restrictions.

6. Date of Next Meeting

The next meeting will be held at the call of the Chair.

7. Adjournment

There being no further business, the meeting is adjourned at 9:32 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR