

January 14, 2022

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

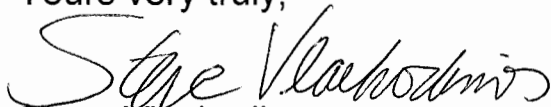
A special meeting of Council will be held on **Monday, January 17, 2022, at 11:00 o'clock a.m., via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed.

A meeting of the **Striking Committee** will be held on **Monday, January 17, 2022, immediately following the in-camera meeting, via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.**

The **regular meeting** of Council will be held on **Monday, January 17, 2022 at 1:00 o'clock a.m., via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency** to consider the regular agenda for that day.

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos

City Clerk

/bm

c.c. Chief Administrative Officer

**Consolidated City Council Meeting Agenda**

**Date:** Monday, January 17, 2022

**Time:** 1:00 o'clock p.m.

**Location:** Council Chambers, 1<sup>st</sup> Floor, Windsor City Hall

All members will be participating electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings during a declared emergency. The minutes will reflect this accordingly.

**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 January, 2022 in accordance with By-law 176-2018.

#### 2.            **CALL TO ORDER**

##### READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the 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 (*enclosed*)**

- 4.1.        Minutes from the Special Meeting of Council held December 13, 2021 (**SCM 18/2022**)
- 4.2.        Minutes from the Regular Meeting of Council held December 20, 2021 (**SCM 19/2022**)

#### 5.            **NOTICE OF PROCLAMATIONS**

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

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

- 7.1.        Correspondence 7.1.1. through 7.1.14. (**CMC 1/2022**) (*enclosed*)
- 7.2.        2021 Audit Planning Report (**C 199/2021**)

8. **CONSENT AGENDA**

- 8.1. Roof Replacement – 4150 Sandwich Street – Tender No 148-21 Results - Ward 1  
(**C 197/2021**)

CONSENT COMMITTEE REPORTS

- 8.2. Zoning By-law Amendment Application for property known as 739 Bridge Avenue, south of Wyandotte Street West, west side of Bridge Ave.; Applicant: Paul Mar Housing; File No. Z-038/21, ZNG/6589; Ward 2 (**SCM 393/2021**) (**S 152/2021**)
- 8.3. Amendments to Official Plan and Zoning By-law 8600; requested by 2800573 Ontario Inc. for the land municipally known as 3165 Walker Road; File Nos. OPA 151 (OPA/6502) and Z-027/21 (ZNG/6501); Ward 9 (**SCM 394/2021**) (**S 158/2021**)
- 8.4. Rezoning - Orak - 1174 Curry - Z-019/21 ZNG/6443 - Ward 2 (**SCM 395/2021**) (**S 155/2021**)
- 8.8. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 1762643 Ontario Inc. for 669 Tuscarora Street (Ward 4) (**SCM 399/2021**) (**S 150/2021**)
- 8.9. Downtown CIP Grant Applications made by Jackie Lassaline for 493 University Avenue, Owner: 1233961 Ontario Ltd, Ward 3 (**SCM 401/2021**) (**S 124/2021**)

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

10. **PRESENTATIONS AND DELEGATIONS**

**PRESENTATION:** (10-minute maximum)

- 10.1. Windsor-Essex County Health Unit - Materials to Support Request for City Council Endorsement to Apply for & Establish a Consumption and Treatment Services (CTS) Site at 628 Goyeau Street (**SCM 3/2022**) (**See also Notice of Motion Section**)  
**Clerk's Note:** Shawn Rumble, Windsor Essex Community Health Centre submitting **attached** letter as additional information. Daniela Maceroni, General Manager of Quality Inn and Suites submitting **attached** letter as additional information. Brian Yeomans, Chair, DWBIA submitting **attached** letter as additional information. Windsor-Essex County Health Unit submitting **attached** document titled "CTS in Ontario- Operational & Evaluative Information" as additional information. Legal Assistance of Windsor (Marion Overholt) submitting the **attached** letter as additional information. Capri Pizzeria (Suzanne Zalaydijan) submitting the **attached** email as additional information.  
a) Eric Nadalin, Director, Health Promotion; and Nicole Dupuis, CEO, Windsor-Essex County Health Unit (10 minutes)

**DELEGATIONS:** (5-minute maximum)

- 8.5. Request for Partial Demolition of a Heritage Listed Property - 1200 University Avenue West, S.W.&A. East Car Barn (Ward 3) (**SCM 396/2021**) (**S 154/2021**)
  - a) Vas Papadiamantopoulos, Architectura (available for questions)
- 8.6. Request for Partial Demolition of a Heritage Listed Property- 10150 Riverside Drive East, Monarch Liqueurs / W.L. Webster Mfg. Ltd. (Ward 7) (**SCM 397/2021**) (**S 156/2021**)
  - a) Jason Grossi, Architect (available for questions)
- 8.7. Downtown CIP Grant Applications made by Roman Maev, owner of Tessonics Holding Corp. for 787 Ouellette, Ward 3 (**SCM 398/2021**) (**S 157/2021**)
  - a) Joseph Passa, Passa Architects; Roman Maev, Tessonics Building Owner; and Joe Udzbinac, Tessonics CEO (available for questions)

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

- 11.1. Declaration of Vacant Parcel Municipally Known as 0 Randolph Avenue Surplus and Authority to Offer for Sale - Ward 10 (**C 198/2021**)
- 11.2. Declaration of Vacant Parcel Municipally Known as 0 Dougall Avenue Surplus and Authority to Offer for Sale - Ward 10 (**C 200/2021**)
- 11.3. Confirm and Ratify Report – Appointment of Integrity Commissioner – City Wide (**C 4/2022**) (*attached*)
- 11.4. CQ 14-2018 – Cabana Road East/Roseland Public School Pedestrians – Ward 9 (**C 141/2021**) (*attached*)  
**Clerk’s Note:** Administration providing *attached* additional information (**AI 1/2022**)
- 11.5. Business Community COVID-19 Support (**C 6/2022**) (*attached*)

12. **CONSIDERATION OF COMMITTEE REPORTS**

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

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

- 13.1 **By-law 1-2022** A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS CABANA ROAD WEST, IN THE CITY OF WINDSOR authorized by CR76/2011 dated February 28, 2011
- 13.2 **By-law 2-2022** A BY-LAW TO ADOPT AMENDMENT NO. 148 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR authorized by CR356/2021 dated July 26, 2021

- 13.3 **By-law 3-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR356/2021 dated July 26, 2021
- 13.4 **By-law 4-2022** A BY-LAW TO ADOPT AMENDMENT NO. 153 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR authorized by CR490/2021 dated November 1, 2021
- 13.5 **By-law 5-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR490/2021 dated November 1, 2021
- 13.6 **By-law 6-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR489/2021 dated November 1, 2021
- 13.7 **By-law 7-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.27 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN MARENTETTE AVENUE AND ELSMERE AVENUE, SOUTH OF LENS AVENUE, AND NORTH OF VIMY AVENUE, CITY OF WINDSOR authorized by CR613/2020 dated December 7, 2020
- 13.8 **By-law 8-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.27 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN MARENTETTE AVENUE AND ELSMERE AVENUE, SOUTH OF LENS AVENUE, AND NORTH OF VIMY AVENUE, CITY OF WINDSOR authorized by CR613/2020 dated December 7, 2020
- 13.9 **By-law 9-2022** A BY-LAW TO CLOSE, STOP UP AND RETAIN THAT PORTION OF THE RIGHT-OF-WAY LOCATED SOUTH OF HAVENS DRIVE, EAST OF HOWARD AVENUE, DESIGNATED AS PART 2 ON PLAN 12R28535, CITY OF WINDSOR authorized by CR21/2020 dated January 6, 2020
- 13.10 **By-law 10-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THAT PORTION OF THE RIGHT-OF-WAY LOCATED SOUTH OF HAVENS DRIVE, EAST OF HOWARD AVENUE, DESIGNATED AS PART 1 ON PLAN 12R28535, CITY OF WINDSOR authorized by CR21/2020 dated January 6, 2020
- 13.11 **By-law 11-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.05 METRE WIDE EAST/WEST ALLEY LOCATED SOUTH OF WYANDOTTE AVENUE, ABUTTING 814 JOS JANISSE AVENUE, CITY OF WINDSOR authorized by CR428/2021 dated October 4, 2021
- 13.12 **By-law 12-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.05 METRE WIDE EAST/WEST ALLEY LOCATED SOUTH OF WYANDOTTE AVENUE, ABUTTING 814 JOS JANISSE AVENUE, CITY OF WINDSOR authorized by CR428/2021 dated October 4, 2021

- 13.13 **By-law 13-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 3930 & 3970 SEMINOLE STREET, CITY OF WINDSOR authorized by CR205/2021 dated May 3, 2021
- 13.14 **By-law 14-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 3930 & 3970 SEMINOLE STREET, CITY OF WINDSOR authorized by CR205-2021 dated May 3, 2021
- 13.15 **By-law 15-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.66 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN TECUMSEH ROAD WEST AND LEDUC STREET, EAST OF CAMPBELL AVENUE, CITY OF WINDSOR authorized by CR612/2020 dated December 7, 2020
- 13.16 **By-law 16-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.66 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN TECUMSEH ROAD WEST AND LEDUC STREET, EAST OF CAMPBELL AVENUE, CITY OF WINDSOR authorized by CR612/2020 dated December 7, 2020
- 13.17 **By-law 17-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.33 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 0 WYANDOTTE STREET EAST AND 4620 WYANDOTTE STREET EAST, NORTH OF WYANDOTTE STREET EAST, CITY OF WINDSOR authorized by CR362/2021 dated July 26, 2021
- 13.18 **By-law 18-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.33 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 0 WYANDOTTE STREET EAST AND 4620 WYANDOTTE STREET EAST, NORTH OF WYANDOTTE STREET EAST, CITY OF WINDSOR authorized by CR362/2021 dated July 26, 2021
- 13.19 **By-law 19-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED EAST OF MARENTETTE AVENUE, ABUTTING THE WEST SIDE OF 840 WYANDOTTE STREET EAST, FROM WYANDOTTE STREET EAST TO BRANT STREET, CITY OF WINDSOR authorized by CR611/2020 dated December 7, 2020
- 13.20 **By-law 20-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED EAST OF MARENTETTE AVENUE, ABUTTING THE WEST SIDE OF 840 WYANDOTTE STREET EAST, FROM WYANDOTTE STREET EAST TO BRANT STREET, CITY OF WINDSOR authorized by CR611/2020 dated December 7, 2020
- 13.21 **By-law 21-2022** A BY-LAW TO FURTHER AMEND BY-LAW 188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR authorized by By-law 98-2011 s.27.1(l) dated June 7, 2011
- 13.22 **By-law 22-2022** A BY-LAW TO AMEND INTERIM CONTROL BY-LAW 103-2020 SO THAT THE PROVISIONS OF BY-LAW 103-2020 SHALL NOT APPLY TO CERTAIN LANDS authorized by CR554/2021 (see S 122/2021 & A1 18/2021) dated December 20, 2021

- 13.23 **By-law 23-2022** A BY-LAW TO PRESCRIBE A TARIFF OF FEES FOR THE PROCESSING OF PLANNING APPLICATIONS authorized by B27/2021 (see C 181/2021) dated December 13, 2021
- 13.24 **By-law 24-2022** A BY-LAW TO AMEND BY-LAW NUMBER 392-2002, BEING A BY-LAW TO ESTABLISH AND REQUIRE PAYMENT OF FEES AND CHARGES authorized by B27/2021 (see C 181/2021) dated December 13, 2021
- 13.25 **By-law 25-2022** A BY-LAW TO AMEND BY-LAW 49-2018, BEING A BY-LAW RESPECTING THE ISSUANCE OF VARIOUS PERMITS AND THE SCHEDULING OF INSPECTIONS authorized by B27/2021 (see C 181/2021) dated December 13, 2021
- 13.26 **By-law 26-2022** A BY-LAW TO AMEND BY-LAW 13-2014, BEING A BY-LAW TO PROVIDE FOR THE IMPOSITION AND COLLECTION OF SEWAGE SYSTEM CHARGES authorized by B36/2021 (see 177/2021) dated December 13, 2021
- 13.27 **By-law 27-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES authorized by B46/2021 dated December 13, 2021
- 13.28 **By-law 28-2022** CONFIRMATORY BY-LAW FOR JANUARY 17, 2022 CITY COUNCIL MEETING

14. **MOVE BACK INTO FORMAL SESSION**

15. **NOTICES OF MOTION (see also Presentation Section)**

Councillor Bortolin at the December 20, 2021 Council meeting gave notice he would bring forward the following motion at the January 17, 2022 Council meeting.

Moved by Councillor Bortolin, seconded by Councillor \_\_\_\_\_

Whereas, opioid-related morbidity and mortality have been increasing steadily in Windsor-Essex County over the past several years and are currently at the highest levels ever recorded in the region, and

Whereas, the onset of the COVID-19 pandemic in Ontario in March 2020 have contributed to substantial increases in opioid-related ED visits, opioid and drug overdose-related Emergency Medical Services (EMS) calls, hospitalizations, and deaths, and

Whereas, the majority of opioid and drug overdose cases that present in the emergency department resided in downtown Windsor, and

Whereas, Consumption and Treatment Services (CTS) sites have been established across the province to address opioid overdose and opioid related mortality, and



Whereas, the Windsor-Essex County Health Unit has completed a feasibility study indicating community support for a CTS, and

Whereas, the Windsor-Essex County Health Unit has established a Stakeholder Advisory Committee for the creation of a CTS in the downtown core of the City of Windsor, and

Whereas, the WECHU, in collaboration with partners involved in the WECOSS and the CTS Stakeholder Advisory Committee, has completed a series of comprehensive community consultations (2018-2021) that supported the local feasibility, need, and site-selection for establishing a local CTS site at 628 Goyeau Street in the City of Windsor, and

Whereas, the WECHU has obtained a local Board of Health resolution in support of proceeding with the federal and provincial application processes for establishing a CTS site at the location of 628 Goyeau Street, and

Whereas, the application for a CTS to the provincial government requires the WECHU obtain and submit local municipal council support (i.e. council resolution) endorsing the CTS site at 628 Goyeau Street in the City of Windsor, and

Now Therefore Be It Resolved that the City of Windsor Council support the WECHU's applications to the Ontario Ministry of Health and Health Canada to operate a Consumption and Treatment Services site at the location of 628 Goyeau Street in the City of Windsor through a council resolution, and

Be It Further Resolved that the City of Windsor Council support the WECHU in establishing a CTS site at 628 Goyeau Street in the City of Windsor post-approval from the provincial and federal governments.

Clerk's File: MH/14274

**Conditional Delegations:**

- a) Joyce Zuk, Executive Director, Family Services Windsor Essex (available for questions)
- b) Deputy Chief Jason Bellaire, Operations, Windsor Police Service (available for questions)
- c) Robert Tomas, Solicitor; Daniela Maceroni, General Manager; Tom Tomas, Owner; and Tony Mujral, Owner representing Quality Inn and Suites at 675 Goyeau Street (5 minutes)
- d) Patrick Kolowicz, Director, Mental Health & Addictions, Hôtel-Dieu Grace Healthcare (5 minutes)
- e) Bill Marra, President & CEO, Hôtel-Dieu Grace Healthcare (5 minutes)
- f) Michael Brennan, Executive Director, Pozitive Pathways Community Services (5 minutes)
- g) Shawn Rumble, Addictions Support Worker Coordinator, Windsor-Essex Community Health Care (5 minutes)

- h) Rita Taillefer, RN MN, Executive Director, Windsor-Essex Community Health Care (5 minutes)
- i) Bob Cameron, Co-Director, Downtown Windsor Community Collaborative (5 minutes)
- j) Kristen Stockford, Pastoral Support, Downtown Windsor Community Collaborative; Program Coordinator with REACT Windsor Essex (5 minutes)
- k) Lindsey Sodtke, CTS Supervisor, Guelph Community Health Centre (5 minutes)
- l) Bruce Krauter, Chief, Essex-Windsor EMS (5 minutes)
- m) Antoine Greige, Downtown Windsor Business Owner (5 minutes)
- n) Mandeep Johar, property owner at 618 Goyeau (5 minutes)

Councillor Kaschak at the December 20, 2021 Council meeting gave notice he would bring forward the following motion at the January 17, 2022 Council meeting.

Moved by Councillor Kaschak, seconded by Councillor \_\_\_\_\_

That City Council advocate and provide written correspondence to the Honourable Doug Ford, Premier of Ontario to take the necessary steps to work with the Federal Government on a bi-lateral agreement to ensure the National Childcare Program be made available to Windsor families and Ontarians as soon as possible.

Clerk's File: GP2022

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

By-laws 1-2022 through 28-2022 (inclusive)

17. **PETITIONS**

18. **QUESTION PERIOD (*enclosed*)**

18.1. Summary of Outstanding Council Questions as of January 13, 2022 (**SCM 16/2022**)

18.2. Summary of Outstanding Council Directives as of December 13, 2021 (**SCM 15/2022**)

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Housing & Homelessness Advisory Committee

Tuesday, January 25, 2022  
10:00 a.m., Zoom Video Conference

Environment, Transportation & Public Safety Standing Committee  
Wednesday, January 26, 2022  
4:30 p.m., Zoom Video Conference

21. **ADJOURNMENT**



**Committee Matters: SCM 18/2022**

**Subject: Adoption of the Special Meeting of Council minutes held December 13, 2021**

**Special Meeting of Council – 2022 Operating & Capital Budgets**

**Date: Monday, December 13, 2021**

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

**Members Present:**

**Mayor**

Mayor Dilkens

**Councillors**

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Gill

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

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

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## 1. ORDER OF BUSINESS

## 2. CALL TO ORDER

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

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

Councillor Costante discloses an interest and abstains from voting on Item 11.4 being the report of the Office of the City Engineer dated August 27, 2021 entitled "Proposed Artificial Turf Sports Field - Ward 6 & 7," as he is a Director with Ontario Soccer and the Essex County Soccer Association is a region sanctioned by Ontario Soccer and the Essex County Soccer Association is the 3<sup>rd</sup> party involved in the proposal.

## 4. ADOPTION OF MINUTES

### 4.1. Adoption of the Windsor City Council meeting minutes held November 15, 2021

Moved by: Councillor Morrison  
Seconded by: Councillor Sleiman

That the minutes of the meeting of Council held November 15, 2021 **BE ADOPTED** as presented.  
Carried.

Report Number: SCM 377/2021

## 6. COMMITTEE OF THE WHOLE

Moved by: Councillor Bortolin  
Seconded by: Councillor Costante

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

- (a) communication items;
- (b) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (c) hearing presentations and delegations;
- (d) consideration of business items;
- (e) consideration of Committee reports:

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

(g) consideration of by-law 183-2021.

Carried.

## 7. COMMUNICATIONS INFORMATION PACKAGE

### 7.1. Correspondence December 13, 2021

Moved by: Councillor Gignac

Seconded by: Councillor McKenzie

Decision Number: B48/2021

That the following Communication Items 7.1.1 through 7.1.3 (inclusive) as set forth in the Council Agenda **BE REFERRED** as noted:

No.	Sender	Subject
7.1.1	Windsor-Essex County Health Unit	Letter regarding the City of Windsor's per-capita share (2016 census data) of the Board of Health 2022 Approved Budget  Commissioner, Corporate Services CFO/ City Treasurer AF/14148 Note & File
7.1.2	Windsor-Essex County Health Unit	Recommendation/Resolution Report – 2022 Budget  AF/14148 Note & File
7.1.3	Windsor Police Service	2022 Windsor Police Service Proposed Operating Budget  Commissioner, Corporate Services CFO/ City Treasurer SP2021 Note & File

Carried.

Report Number: CMC 18/2021

### 7.2. WPL 2022 Annual Reserve Fund Expenditure Plan & List of Donations and Bequests received in 2021 - WPL Board - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor McKenzie

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Decision Number: B29/2021

That the report of the Deputy Treasurer – Financial Accounting and Corporate Controls dated October 28, 2021 entitled “WPL 2022 Annual Reserve Fund Expenditure Plan & List of Donations and Bequests received in 2021 – WPL Board – City Wide” **BE RECEIVED** for information.

Carried.

Report Number: C 167/2021

Clerk’s File: ML2021

### 7.3. 2020 Municipal Benchmarking Network of Canada (MBNCanada) Performance Report - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor McKenzie

Decision Number: B30/2021

That the 2020 Municipal Benchmarking Network of Canada (MBNCanada) Performance Measurement Report **BE RECEIVED** for information.

Carried.

Report Number: CM 24/2021

Clerk’s File: GP/13566

## 8. CONSENT AGENDA

None.

## 9. REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS

### 11.4. Proposed Artificial Turf Sports Field - Wards 6 & 7

Moved by: Councillor Francis

Seconded by: Councillor Gignac

Decision Number: B34/2021 CR419/2021

That the report of the Project Administrator dated August 27, 2021 entitled “Proposed Artificial Turf Sports Field - Ward 6 & 7” **BE REFERRED** back to Administration to continue to explore artificial turf options with stakeholders for Council’s consideration.

Carried.

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

Report Number: C 113/2021

Clerk’s File: SR2021



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## 11.3. Windsor Public Library - Facility Plan Implementation and Temporary Relocation of Main Branch - Project Completion Report - City Wide

Moved by: Councillor Francis  
Seconded by: Councillor Morrison

Decision Number: B33/2021

That the report of the Senior Manager of Engineering / Deputy City Engineer dated July 19, 2021 entitled "Windsor Public Library - Facility Plan Implementation and Temporary Relocation of Main Branch – Project Completion Report – City Wide" **BE REFERRED** back to Administration to provide more information related to costs for used versus new vehicles for a replacement bookmobile; and,

That Administration **BE DIRECTED** to provide this information to City Council at the December 20, 2021 Council meeting.

Carried.

Report Number: C 104/2021  
Clerk's File: ML/10013

## 10. PRESENTATIONS AND DELEGATIONS

### 10.1. 2022 Operating Budget Report – City Wide

**AND**

### 10.2. 2022 10-Year Recommended Capital Budget - City Wide

**Jason Reynar, Chief Administrative Officer, and Joe Mancina, Commissioner, Corporate Services / Chief Financial Officer / City Treasurer**

Jason Reynar, Chief Administrative Officer, and Joe Mancina, Commissioner, Corporate Services / Chief Financial Officer / City Treasurer, appear before Council and provide an overview of the 2022 Operating and Capital Budgets, as follows: 2022 budget process including timelines and public input; 2022 recommended municipal gross operating expenditures by function with a gross budget of \$889.3 million and a net property tax levy of \$436.9 million; 2022 recommended gross operating revenue of \$889.3 million with percentage details; details related to what the 2022 Property Tax levy is being spent on with a breakdown of departments; outline of mandatory versus discretionary spending with 22% complete discretionary and 78% completely or mostly mandated; a Financial Snapshot is provided; percentage of change in total tax levy 2020 versus 2006; Continued Fiscal Responsibility including \$956 Million Cumulative Savings to Date and \$105 Million Perpetual Annual Savings; Going Forward the Total Tax Levy in 2021 if Increased by 2% per Year would be \$533 Million with the Actual Total Property Tax Levy in 2021 being \$428 Million; an Overall Comparison of Residential Charges with Typical Residence & Consumption Patterns including

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details related to water, sewer and tax charges; Decreasing Debt; Continued Fiscal Responsibility with \$54.2 million in existing debt in 2021, and projected \$30.9 in existing debt projected for 2025; Increasing reserves to \$259.5 million in 2021; Reserves as a % of Taxation with Windsor 89% of the Provincial Average in 2020; City of Windsor Bond Rating AA—2007-2021; Inflationary Pressure of 4.7% in October 2021; 2022 Recommended revised budget overview including a 1.86% increase instead of a 1.99% increase; Detailed budget overview related to city departments and Agencies, Boards and Committees (ABC's); 2022 Executive Summary budget book material detailed outline; 2022 Estimated COVID-19 Related One-Time Budget Impacts of approximately \$25 Million; Sewer Surcharge with Recommended 2022 Sewer Surcharge Revenues of \$84.3 million with the proposed 2022 increase to average residential users at 0.77% or \$6/year; proposed increase in Commercial/Industrial rates to move closer to actual consumption patterns resulting in a recommended 2022 Commercial/Industrial variable rate of \$2.11 m<sup>3</sup>; up from \$1.68 m<sup>3</sup> in 2021; details related to the 2022 Capital Budget including the approved 10-Year Plan being approximately \$1.7 Billion; The 2022 10-year Capital Budget meets the requirements for Ont. Reg. 588/17; Administration strongly recommends that the pre-commitment of capital funding remain limited to a maximum 5 years; review of the Asset Management Plan; Impact of Service Sustainability Investments including 2019 Capital Budget versus 2022 Capital Budget Annual Average includes \$29.0 Million / 34% Increase; Recommended 2022-10 year Capital Budget being \$113,687,950 which includes Roads & Sewers Infrastructure Increase including a comparison of the 2019 Capital Budget versus the 2022 Capital Budget Annual Average which is \$ 25.0 Million/35% Increase to \$96,375,884 in the 2022 10 year recommended Capital Budget; Grant Funding including total grant funding pursued since 2017: Pursued: \$331 million, Awarded: \$161 million and Pending: \$56.3 million; Looking Forward-The City continues to operate at a lean and fiscally responsible budgetary level; 2023 and future budgets will face added pressures in order to address the financial realities of a Post Pandemic Organization including the longer term and ongoing permanent impacts to the base budget. (i.e. Inflation, reduced revenues, increased service demands, etc.); Mr. Mancina concludes by indicating that the Corporation continues to maintain a solid financial position as a result of sound financial policies thereby providing added financial flexibility to meet resident's continued expectations; Funding levels required for Service Level Improvements resulting from various Master Plans will need to continue to be balanced against financial resources and amongst competing priorities, with the 2023 Asset Management Plan providing insight regarding funding strategies; Continued Investment in Reserves will be required to protect against potential Financial Stresses such as the Pandemic, Property Tax Appeals, Litigation, Grant Funding reductions, etc. and Budgetary decisions should continue to consider both the Short Term & Longer Term Impacts.

### **Michelle Bishop, General Manager, and Steffan Brisebois, Manager, Finance & Administration, Essex-Windsor Solid Waste Authority**

Michelle Bishop, General Manager, and Steffan Brisebois, Manager, Finance & Administration, Essex-Windsor Solid Waste Authority, appear before Council to provide comment regarding the "2022 Operating Budget Report – City Wide" / "2022 10-Year Recommended Capital Budget – City Wide" and are available for questions.

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### **Ami Patel, CFO, and Kirk Whittal, COO, Windsor-Essex Community Housing Corporation**

Ami Patel, CFO, and Kirk Whittal, COO, Windsor-Essex Community Housing Corporation, appear before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” and are available for questions.

### **Marion Overholt, Executive Director, Legal Assistance of Windsor and Community Legal Aid**

Marion Overholt, Executive Director, Legal Assistance of Windsor and Community Legal Aid, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” and requests that restoration of the interpretation services for social assistance clients that was eliminated in 2020 be reinstated; extra funding for the Housing Stability Plan, which helps prevent evictions by allowing applicants with arrears in sustainable tenancies to receive financial support; Redesigning Social Assistance with the final stages of this project shifting all eligibility decisions to a centrally administrated office; and suggests that this matter be referred to the Community Services and Parks Standing Committee; and concludes by suggesting that failure to modify this model will increase the municipality’s housing costs and place a further strain on community partners already facing enormous challenges.

### **Shane Potvin, Chair, Ford City BIA**

Shane Potvin, Chair, Ford City BIA, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” and indicates that funding for traffic calming for the Drouillard Road traffic calming project exists, but funding for the streetscaping portion of the project is not currently allocated, although it would be timely and beneficial; and concludes by urging Council to find the funds for the streetscaping portion, which would draw visitors to the Ford City area.

### **Richard St. Denis, President, Unifor Windsor Regional Environment Council**

Richard St. Denis, President, Unifor Windsor Regional Environment Council, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” in support of the 418X transit line; the Drouillard Road streetscaping project; funding some traffic calming initiatives; using renewable power for the Peace Fountain; continue with the current City funded no charge to residents rat abatement program and funding for Roseland.

### **William Balazs, President, 386823 Ontario Limited**

William Balazs, President, 386823 Ontario Limited, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget - City Wide” and provides information regarding the Sandwich South district as it relates to the Master Storm Water Servicing; the Sandwich South Master Servicing Plan; the Little River revised flood mapping; and the Upper Little River Master Plan; and concludes by expressing

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concern related to costs allocated to these plans; land acquisitions and the amount of land required to support these projects moving forward.

### **Joe Barile, President, Essex County Soccer Association**

Joe Barile, President, Essex County Soccer Association, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget - City Wide” and indicates that providing an artificial turf sports field would be a perfect alignment for the City and the recommendations of the City’s Recreation Master Plan; participation in various soccer programs in the community is very high and the community would benefit from an artificial turf field; and concludes by suggesting that the Essex County Soccer Association would be willing to partner and contribute funding to the project if approved.

### **Darcie Renaud, Resident of Ward 1**

Darcie Renaud, resident of Ward 1, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” and expresses concern with the process of the budget in general and the form the budget process took this year; suggesting a zero based budgeting with a priority budget setting exercise, which would include Council’s strategic priorities prior to the budget being drafted; and concludes by indicating that the City is relying too much on funding from upper levels of government with record levels of spending from upper levels and the City needs to think about the ways they budget for the future; ways to find savings while still protecting services in addition to making worthwhile investments.

### **Gabriel Ciavaglia, representing Activate Transit Windsor Essex**

Gabriel Ciavaglia, representing Activate Transit Windsor Essex, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” in support of the funding for the Transit Windsor Route 418X so as not to delay the Transit Master Plan and its implementation; and concludes by indicating that their organization has been collecting feedback related to transit and that riders are more likely to use transit if improvements are made to times, duration, and access.

### **Lana Talbot, Resident of Ward 3**

Lana Talbot, resident of Ward 3, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital Budget – City Wide” and requests that Council consider contributing funding for the New Underground Railroad Museum project, which would benefit the community greatly.

### **Leslie McCurdy, The Black Council of Windsor Essex**

Leslie McCurdy, The Black Council of Windsor Essex, appears before Council to provide comment regarding the “2022 Operating Budget Report – City Wide” / “2022 10-Year Recommended Capital

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Budget – City Wide” and requests that Council fund the Coordinator Anti-Racism Planning position; and concludes by providing several examples of racism that exists in the city; cites the lack of communication with the City related to anti-black racism; and stresses the importance of education related to anti-black racism as well as the benefits to the community.

Moved by: Councillor Bortolin  
Seconded by: Councillor McKenzie

Decision Number: B47/2021

That the Executive Director Housing and Children’s Services **BE REQUESTED** to report back to the Community Services and Parks Standing Committee related to pressures specific to the Rent Assistance Program in 2022.

Carried.

Clerk’s File: GH/14271

### 11.1. Stormwater Financing Project - Implementation Plan Report, City Wide

#### Brian Bishop and Jean Haggerty, Wood PLC

Brian Bishop and Jean Haggerty, Wood PLC, appear before Council to provide comment regarding the administrative report “Stormwater Financing Project - Implementation Plan Report, City Wide” and provide details, a brief background and outline the study recommendations; Implementation plan: Development Process; 5 pillars including Data, Policy, Rates, Public Input, and Legal; key tasks and milestones are highlighted including review and updates to available parcel data and impervious area data sources; development of the billing database; establishment of policies related to credits, exemptions, and billing; identify revenue needs and assess financial system impacts to stormwater and sewer charges for residential and non-residential; public engagement/feedback including Stormwater Advisory Group meetings; legal review of proposed policies; check-ins with Council; rate recommendations and by-law development; timeline, effort and cost are detailed; For implementation, the total level of effort from the City to develop the rate, incorporate public and Council input, finalize the rate, and get the first bills out to customers will be approximately \$1.63 million dollars; Preliminary annual stormwater revenue projections are \$43 million at full phase-in; Municipal comparator provided indicates that the the typical implementation process in urbanized areas takes 18 to 24 months due to several factors including: significant data management requirements; identification and prioritization of stormwater program needs; establishment of new or updated billing systems; and Management of robust public outreach and involvement activities to reach a large, varied customer base; and concludes by providing a summary and review of the administrative recommendations.

#### Peter Simcisko, Watson & Associates Economists Ltd.

Peter Simcisko, Watson & Associates Economists Ltd., appears before Council to provide comment regarding the administrative report “Stormwater Financing Project - Implementation Plan Report, City Wide” and is available for questions.

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Moved by: Councillor McKenzie  
Seconded by: Councillor Francis

Decision Number: B31/2021

That City Council **ENDORSE** in principle the attached report entitled “Stormwater Financing – Implementation Plan”, completed by Wood Environmental & Infrastructure Solutions, in association with Watson & Associates Economist Ltd. (“Wood”), dated November 8, 2021 (Appendix A), which includes the proposed Implementation Plan detailing the steps, the project team, and the funding requirements, to fully implement the recommendations; and,

That City Council **APPROVE** a total project budget of \$1,630,000 required to undertake the Stormwater Financing Implementation Plan, to be funded as the first charge to the Stormwater Budget; and,

That Administration **BE DIRECTED** to work with Enwin Utilities Limited to negotiate a formal agreement to provide billing services for both the stormwater and sanitary charges, and that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to approve such agreement, subject to legal approval by the Commissioner of Legal & Legislative Services, financial approval by the Chief Financial Officer/City Treasurer, and technical approval by the Commissioner of Infrastructure Services; and,

That City Council **PRE-APPROVE** the award of any procurement(s) necessary, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in legal content to the Commissioner of Legal & Legislative Services, in financial content to the Chief Financial Officer/City Treasurer, and in technical content to the Commissioner of Infrastructure Services; and,

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

Carried.

Report Number: C 163/2021  
Clerk’s File: SW/13199

Moved by: Councillor Costante  
Seconded by: Councillor McKenzie

Decision Number: B43/2021

That Administration **BE DIRECTED** to meet with Lana Talbot, Coordinator of Sandwich First Baptist Church, to discuss opportunities for the possibility of community heritage funding or any other possible funding for the Underground Railroad Museum project.

Carried.

Clerk’s File: MBA2021

The Special Meeting of Council recesses at 1:47 o'clock p.m.

The Special Meeting of Council reconvenes 2:16 o'clock p.m.

## **11. REGULAR BUSINESS ITEMS**

### **11.2. Sewer Master Plan Implementation Update – City Wide**

Moved by: Councillor Francis

Seconded by: Councillor Gignac

Decision Number: B32/2021

- I. That City Council **RECEIVE** this report as an overall status update on the progress of the Sewer Master Plan Implementation; and,
- II. That City Council **APPROVE** the following 2022 Priority Projects:
  1. Collaborative LID Pilot Projects (\$830,000); and,
  2. Trunk Sewer Flow Monitoring (\$685,000); and,
  3. Locate and Mitigate Inflow & Infiltration of Existing Neighbourhoods (\$830,000).**TO BE FUNDED** from a precommitment of \$2,345,000 from the Sewer Master Plan Implementation Project (ENG-002-19) for immediate use as follows:
  - Collaborative LID Pilot Projects
    - \$830,000 from F028 Sewer Surcharge in 2022
  - Trunk Sewer Flow Monitoring
    - \$171,250 from F221 Service Sustainability in 2025
    - \$432,350 from F028 Sewer Surcharge in 2022
    - \$81,400 from F028 Sewer Surcharge in 2025
  - Locate and Mitigate Inflow & Infiltration of Existing Neighbourhoods
    - \$207,500 from F221 Service Sustainability in 2025
    - \$528,429 from F028 Sewer Surcharge in 2022
    - \$94,071 from F028 Sewer Surcharge in 2025; and,
- III. That if the Research and Knowledge Initiative Grant is approved, City Council **APPROVE** the following amounts of pre-commitments noted above to be un-committed and that the 2022 funding be allocated to project 7199004 – SMP Implementation for future SMP related expenditures:
  - Trunk Sewer Flow Monitoring
    - \$82,500 from F221 Service Sustainability in 2025
    - \$166,100 from F028 Sewer Surcharge in 2022
    - \$81,400 from F028 Sewer Surcharge in 2025
  - Locate and Mitigate Inflow & Infiltration of Existing Neighbourhoods
    - \$127,500 from F221 Service Sustainability in 2025
    - \$288,429 from F028 Sewer Surcharge in 2022
    - \$94,071 from F028 Sewer Surcharge in 2025

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- IV. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any required agreements or contracts related to the Sewer Master Plan Improvement Plan with successful vendors/proponent/bidder satisfactory in technical content to the City Engineer, in financial content to the City Treasurer, and in form to the City Solicitor; and,
- V. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to affect the recommendation noted above, subject to all specification being satisfactory in technical content to the City Solicitor for legal content and in financial content to the City Treasurer.

Carried.

Report Number: C 161/2021  
Clerk's File: SW/12983

**11.5. Employee Family Assistance contract – City Wide**

Moved by: Councillor Gignac  
Seconded by: Councillor Sleiman

Decision Number: B35/2021

That City Council **RECEIVE FOR INFORMATION** the report from the Executive Director of Human Resources on the selection of a new Employee Family Assistance provider for employees of the Corporation, its Retirees, as well as employees of Transit Windsor, Windsor Police Services and Windsor Public Library; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute and sign a contract for the provision of Employee Family Assistance services for the existing employee groups and services covered under the current contract, satisfactory in legal form to the City Solicitor, in technical content to the Executive Director of Human Resources, and in financial content to the Chief Financial Officer & City Treasurer, if applicable with Family Services Windsor-Essex; and,

That subject to City Council approving budget issue 2022-0355 Contractual Increase for the Employee Family Assistance Program (EFAP) included in the 2022 Recommended Budget, the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute and sign a contract for the provision of the enhanced employee groups and services as outlined in the budget issue, satisfactory in legal form to the City Solicitor, in technical content to the Executive Director of Human Resources, and in financial content to the Chief Financial Officer & City Treasurer, if applicable with Family Services Windsor-Essex; and,

That moving forward the approval to execute a contract for the administration of employee family assistance services **WILL BE PROVIDED** through a Delegation of Authority report to the Chief Administrative Officer.

Carried.

Report Number: C 164/2021  
Clerk's File: AS2021



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### 11.6. 2022 Sewer Surcharge Budget - City Wide

Moved by: Councillor Francis  
Seconded by: Councillor McKenzie

Decision Number: B36/2021

- I. That City Council **RECEIVE** the updated 2022 Sewer Surcharge Budget and 4-Year Sewer Surcharge Forecasts (2023-2026) as presented in Appendix A of the report; and,
- II. That the following wastewater rates **BE APPROVED** as soon as practicable:
  - A. Fixed Charge - To be based on the meter size as detailed in Appendix B (\$17.59 for residential customers)
  - B. Water Consumption Charge - To be based on a rate per cubic metre of water (\$2.90 per m<sup>3</sup> of water for residential users and \$2.11 per m<sup>3</sup> for commercial customers); and,
- III. That in order to avoid charging a surcharge on the water that is estimated to not have been returned to the sewer system, water consumption for the purpose of calculating the sewer surcharge bills for the extended summer months (May through October) continue to **BE BASED** on the lower of actual consumption or average winter usage (November through April) and that WUC continue to use the appropriate billing methodology to achieve this goal; and,
- IV. That Council **DIRECT** the City Solicitor to update the Sewer Surcharge Bylaw to reflect the new rates.

Carried.

Report Number: C 177/2021  
Clerk's File: SW2021

### 11.7. Essex-Windsor Solid Waste Authority 2022 Budget - City Wide

Moved by: Councillor Gignac  
Seconded by: Councillor Holt

Decision Number: B37/2021

That City Council **APPROVE** the 2022 Essex-Windsor Solid Waste Authority budget, attached as Appendix A.

Carried.

Report Number: C 170/2021  
Clerk's File: EG/8335

### 11.8. Power to Impose a Tax on Vacant Residential Units, Response to CQ 20-2019 - City Wide

Moved by: Councillor Costante  
Seconded by: Councillor Francis

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Decision Number: B38/2021

That this report with regards to the Power to Impose a Tax on Vacant Residential Units **BE RECEIVED** for information; and further,

That City Council **APPROVE** the development of a Vacant Residential Unit Tax program for the City of Windsor; and further,

That Administration **BE DIRECTED** to conduct further research in terms of designing and implementing a Vacant Residential Unit Tax program inclusive of community consultation and that a fully developed program be brought back to City Council for approval prior to implementation; and further,

That City Council **APPROVE** the use of funding from the Budget Stabilization Reserve to offset any shortfall in the projected revenue up to the \$100,000 that has been included in the 2022 Operating Budget in the event that the implementation of a Vacant Residential Unit Tax program be delayed.  
Carried.

Report Number: C 171/2021  
Clerk's File: AF2021

**11.9. Drouillard Road (Wyandotte Street to Seminole Street) - Traffic Calming - Ward 5**

Moved by: Councillor Sleiman  
Seconded by: Councillor Holt

Decision Number: B39/2021 CR519/2021 ETPS 866

1. That the report of the Policy Analyst dated August 13, 2021 entitled "Drouillard Road (Wyandotte Street to Seminole Street) – Traffic Calming – Ward 5" **BE RECEIVED** for information.
2. That the Traffic Calming Plan for Drouillard Road described in report S 109/2021 **BE ENDORSED** by Council.
3. That funding of \$458,440 for the Traffic Calming component of this project **BE APPROVED** and **BE FUNDED** from project (#7069022).
4. That, in consideration of the approval rate from residents who responded to the survey, substantial previous consultation for both the Drouillard Road traffic calming project and the Ford City Community Improvement Plan, and challenges in carrying out public consultation during the pandemic, the Traffic Calming Policy **BE WAIVED** to allow the Drouillard Road traffic calming project to proceed despite the approval poll not having achieved the minimum response rate.

Carried.

Report Number: SCM 358/2021, S 109/2021 & AI 22/2021  
Clerk's File: ST/13863

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## 11.10. Transit Windsor and University of Windsor U-Pass Amendments – City Wide

Moved by: Councillor Costante  
Seconded by: Councillor McKenzie

Decision Number: B40/2021 ETPS 873

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign the attached addenda to the U-Pass Agreement, along with any future amendments to the current agreement, with the UWSA, GSS, and OPUS, satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Commissioner, Infrastructure Services, and the Executive Director of Transit Windsor.

Carried.

Report Number: SCM 385/2021 & S 143/2021  
Clerk's File: MT2021

## 11.11. Amendment to the Transit Windsor and University of Windsor U-Pass Agreement for the Winter 2022 Semester - City Wide

Moved by: Councillor Francis  
Seconded by: Councillor Holt

Decision Number: B41/2021 ETPS 875

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, and City Council **APPROVE** Transit Administration's recommendation to change the mandatory participation rate from 75% to 50% for the existing Universal Bus Pass (U-Pass) Agreement with the University of Windsor Students' Alliance (UWSA), the Graduate Student Society (GSS) and the Organization of Part Time University Students (OPUS), for the Winter Semester from January 1<sup>st</sup>, 2022 until April 31<sup>st</sup>, 2022; and,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign the attached recommended addendum to the U-Pass Agreement, with the UWSA, GSS, and OPUS, satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Commissioner, Infrastructure Services, and the Executive Director of Transit Windsor.

Carried.

Report Number: SCM 386/2021 & S 147/2021  
Clerk's File: MT2021

## 11.12. Transit Windsor 2022 Operating Budget - City Wide

Moved by: Councillor Francis  
Seconded by: Councillor Gignac

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Decision Number: B42/2021 ETPS 874

That the report of the Executive Director of Transit Windsor dated October 28, 2021 entitled "Transit Windsor 2022 Operating Budget – City Wide" **BE RECEIVED**; and,

That City Council, sitting as the Transit Windsor Board of Directors, **RECOMMEND** Transit Windsor's 2022 Operating Budget reflective of a Property Tax Levy Contribution of \$16,338,336 which is \$751,892 (or 4.82%) greater than the 2021 Property Tax Levy contribution; and,

That Administration **BE DIRECTED** to reconfigure the existing Central 3 route to allow for a direct bus route to the new Lancer Centre as outlined in administration's additional information memo dated December 6, 2021; and,

That the amount of \$74,653 in operating costs from the 2022 Operating Budget **BE APPROVED**; and,

That the amount of \$37,800 in one time capital costs **BE APPROVED** and **BE FUNDED** from Project #7045018 (Transit Windsor-Shelters, Signage and Amenities capital program).  
Carried.

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

Aye votes: Councillors Francis, Sleiman, Gignac, Gill, Kaschak, Morrison, and Mayor Dilkens.

Nay votes: Councillors Costante, Bortolin, Holt, and McKenzie.

Abstain: None.

Absent: None.

Report Number: SCM 376/2021, S 145/2021 & AI 20/2021  
Clerk's File: AFB/14256

**10.1. 2022 Operating Budget Report – City Wide**

Moved by: Councillor Gignac

Seconded by: Councillor Gill

That City Council **APPROVE** the 2022 recommended operating budget which is reflective of an overall property tax levy increase of 1.86% (inclusive of a 0% increase for City Departments, 0.70% for Agencies, Boards & Committees (ABC's) and 1.16% for the previously approved Asset Management Plan (AMP), as outlined below:

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Amended Budget Issues:

City Departments

Ref. #	Department	Description	Levy	FTE
2022-0010	Housing & Children	Provincial Revenue Loss – Children’s Services Administration	(\$271,297)	1.0
2022-0348	Corporate Accounts	Property Taxes Resulting From New Assessment Growth	(\$81,696)	
2022-0339	Corporate Accounts	Sewer Surcharge – Corporate Overhead Transfer to Levy	(\$179,589)	
2022-0366	Corporate Accounts	Corporate Contingency Budget	\$202,065	
2022-0199	Transit Windsor	Tunnel Bus Fare Increase (spread over 2 years)	\$0	
2022-0109	Public Works	User Fee Adjustments (Wildlife Control)	\$24,000	
2022-0109	Public Works	User Fee Adjustments (Barrier Fees For BIA’s)	\$550	
2022-0223	Transit Windsor	TW Memo – Transit Services to University	\$74,653	1.0
2022-0256	Housing & Children	Coordinator of Housing Administration and Development	\$120,442	1.0
2022-0171	Building	Active Transportation Position – Active Transportation Engineer	\$110,872	1.0
n/a	n/a	In-Camera Items	\$0	(2.0)
			\$0	2.0

Agencies, Boards & Committees

Ref. #	Department	Description	Levy	FTE
n/a	Agencies	Windsor Essex Health Unit	(\$51,688)	
n/a	Agencies	Essex-Windsor Emergency Medical Services (EMS)	(\$493,040)	
			(\$544,728)	0.0

That contingent upon approval of the 2022 Recommended Budget, one-time funding estimated at \$6,524,921 as amended, **BE APPROVED** from the specific Reserve Funds as detailed in this report; and,

That contingent upon approval of the 2022 Recommended Budget, that an estimated one-time amount of \$24,886,835 **BE APPROVED** for projected 2022 COVID-19 pressures as detailed in this report and that administration be authorized to seek additional senior level government relief funding and continue with ongoing mitigation measures to address such one time costs; and,

That the updated Long Term Debt Forecast of the report (Section I of the Introduction) **BE RECEIVED** for information; and,

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That the 2022 Schedule of Fees detailed in Section 14 of the budget document, Schedule C: 2022 User Fee Schedule as amended, **BE APPROVED**; and,

That the Fees & Charges Bylaw of record **BE AMENDED** to reflect the 2022 Schedule of Fees; and,

That the necessary bylaws **BE PRESENTED** for Council's approval in support of the adoption of the 2022 Operating Budget; and,

That Council **APPROVE** the required transfers to and from various funds in accordance with the 2022 Approved Budget; and,

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

**In amendment,**

Moved by: Councillor McKenzie

Seconded by: Councillor Holt

That the report of the Manager of Strategic Operating Budget Development & Control dated November 16, 2021 entitled "2022 Operating Budget Report – City Wide" **BE DEFERRED**.

The amendment is **put and lost**.

Aye votes: Councillors Bortolin, Holt and McKenzie.

Nay votes: Councillors Francis, Costante, Sleiman, Gignac, Gill, Kaschak, and Morrison, and Mayor Dilkens.

Abstain: None.

Absent: None.

**In amendment,**

**2022 Operating Budget Binder Items**  
**Appendix A: 2022 Executive Summary**

**Reference # D 128**

**Issue Reference # 2022-0109**

**User Fee Adjustments**

Moved by: Councillor Holt

Seconded by: Councillor Bortolin

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Decision Number: B45/2021

That with regards to “the rates for barricade rental, pickup and delivery for Business Improvement Areas (BIA’s)” the rates **BE FROZEN** to reflect 2021 rates.

The amendment is **put** and is **carried**.

Councillors Francis, Gignac & Gill voting nay.

**In amendment,**

**Reference # D 159**

**Issue Reference # 2022-0041**

**Parking Revenue Increase for Hourly Rate increases at Meters, and in Lots and Garages**

Moved by: Councillor Holt

Seconded by: Councillor Bortolin

Decision Number: B46/2021

That with regards to “increasing hourly parking rates by \$0.25/hour for on-street meters, parking lots and garages bringing the hourly rates to \$2.00/hour for on-street meters and \$1.75 per hour for lots and garages” an increase of 10% for parking rates in garages and surface lots across the City **BE APPROVED**.

The amendment is **put** and is **carried**.

Councillors Francis and Gignac voting nay.

**In amendment,**

**Reference # G 206**

**Issue Reference # 2022-0041**

**Planning**

Moved by: Councillor Bortolin

Seconded by: Councillor Holt

That with regards to "the creation of an additional Planner III – Economic Development position to help implement the Windsor Works plan and other local economic Development activities in the amount of \$121,822.00" an amount of \$121,822.00 **BE APPROVED**.

The amendment is **put** and **lost**.

Aye votes: Councillors Bortolin and Holt.

Nay votes: Councillors Francis, Costante, Sleiman, Gignac, Gill, Kaschak, McKenzie, Morrison, and Mayor Dilkens.

Abstain: None.

Absent: None.

Clerk’s File: AFB/14256

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The main motion as amended as follows:

Moved by: Councillor Gignac  
 Seconded by: Councillor Gill

Decision Number: B27/2021

That City Council **APPROVE** the 2022 recommended operating budget which is reflective of an overall property tax levy increase of 1.86% (inclusive of a 0% increase for City Departments, 0.70% for Agencies, Boards & Committees (ABC's) and 1.16% for the previously approved Asset Management Plan (AMP), as outlined below:

Amended Budget Issues:

City Departments

Ref. #	Department	Description	Levy	FTE
2022-0010	Housing & Children	Provincial Revenue Loss – Children’s Services Administration	(\$271,297)	1.0
2022-0348	Corporate Accounts	Property Taxes Resulting From New Assessment Growth	(\$81,696)	
2022-0339	Corporate Accounts	Sewer Surcharge – Corporate Overhead Transfer to Levy	(\$179,589)	
2022-0366	Corporate Accounts	Corporate Contingency Budget	\$202,065	
2022-0199	Transit Windsor	Tunnel Bus Fare Increase (spread over 2 years)	\$0	
2022-0109	Public Works	User Fee Adjustments (Wildlife Control)	\$24,000	
2022-0109	Public Works	User Fee Adjustments (Barrier Fees For BIA's)	\$550	
2022-0223	Transit Windsor	TW Memo – Transit Services to University	\$74,653	1.0
2022-0256	Housing & Children	Coordinator of Housing Administration and Development	\$120,442	1.0
2022-0171	Building	Active Transportation Position – Active Transportation Engineer	\$110,872	1.0
n/a	n/a	In-Camera Items	\$0	(2.0)
			\$0	2.0

Agencies, Boards & Committees

Ref. #	Department	Description	Levy	FTE
n/a	Agencies	Windsor Essex Health Unit	(\$51,688)	
n/a	Agencies	Essex-Windsor Emergency Medical Services (EMS)	(\$493,040)	
			(\$544,728)	0.0



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That contingent upon approval of the 2022 Recommended Budget, one-time funding estimated at \$6,524,921 as amended, **BE APPROVED** from the specific Reserve Funds as detailed in this report; and,

That contingent upon approval of the 2022 Recommended Budget, that an estimated one-time amount of \$24,886,835 **BE APPROVED** for projected 2022 COVID-19 pressures as detailed in this report and that administration be authorized to seek additional senior level government relief funding and continue with ongoing mitigation measures to address such one time costs; and,

That the updated Long Term Debt Forecast of the report (Section I of the Introduction) **BE RECEIVED** for information; and,

That the 2022 Schedule of Fees detailed in Section 14 of the budget document, Schedule C: 2022 User Fee Schedule as amended, **BE APPROVED**; and,

That the Fees & Charges Bylaw of record **BE AMENDED** to reflect the 2022 Schedule of Fees; and,

That the necessary bylaws **BE PRESENTED** for Council's approval in support of the adoption of the 2022 Operating Budget; and,

That Council **APPROVE** the required transfers to and from various funds in accordance with the 2022 Approved Budget; and,

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

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

Aye votes: Councillors Francis, Costante, Sleiman, Gignac, Gill, Kaschak, McKenzie, and Morrison, and Mayor Dilkens.

Nay votes: Councillors Bortolin and Holt.

Abstain: None.

Absent: None.

Report Number: C 181/2021  
Clerk's File: AF/14148

**10.2. 2022 10-Year Recommended Capital Budget - City Wide**

Moved by: Councillor Francis

Seconded by: Councillor Morrison

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## Special Meeting of Council

### Monday, December 13, 2021

Decision Number: B28/2021

That City Council **RECEIVE** the 2022 Capital Budget 10-Year Plan documents reflective of \$1,655,060,234 in total funding; and,

That City Council **APPROVE** the recommended allocation of the 2022 available funding, inclusive of funding required for pre-commitments and placeholders previously approved by City Council, for capital projects totalling \$182,881,985; and,

That City Council **APPROVE IN PRINCIPLE** the recommended allocation of the 2023 through 2031 available funding, inclusive of funding required for pre-commitments and placeholders previously approved by City Council, for capital projects totalling approx. \$1,472,178,249; and,

That City Council **APPROVE** the transfers of pre-committed funding as identified in the Financial Matters section; and,

That City Council **DEEM** the following funding as placeholders, until the grant decision has been made, for the City's required \$29 million in grant matching funding for the Re-imagined Adie Knox Herman project, as submitted to the Green and Inclusive Community Building program:

- Adie Knox Herman Reimagining (REC-002-21) with total funding of \$20 million from 2022 to 2028; and,
- University Avenue / Victoria Avenue (ECP-014-07) with total funding of \$9 million from 2023 to 2026; and,

That City Council **APPROVE** the following recommendations upon the City receiving written confirmation from the Green and Inclusive Community Building grant provider that the City's grant application for the Re-imagined Adie Knox Herman project has been awarded the requested funding:

- a. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action and sign any such documentation as may be required to effect the recommendations and funding for the Grants, 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 Infrastructure Services and Commissioner of Community Services or designates; and,
- b. That the Mayor, in addition to the CAO and City Clerk, also **BE AUTHORIZED** to sign and execute any agreements, declarations and other such documents required as part of receiving funding for grants noted in this report, and only if deemed required by the grant provider; and,
- c. That the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims and applicable schedules and other such documents required as part of the request for payment to the Commissioner of Infrastructure Services or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager; and,

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- d. That City Council **APPROVE** the funding identified above for the City's \$29 million and pre-commits all funding for immediate use, as and when, the funding is within a five year window and further that all funding be redirected to the Adie Knox Herman Project (REC-002-21) for tracking purposes; and,
- e. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the grant awarded projects, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer; and in technical content to the Commissioner of Infrastructure Services, or designates; and,
- f. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the grant awarded projects, satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Commissioner of Infrastructure Services and financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer, or designates; and further,
- g. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Commissioner of Infrastructure Services and financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer, or designates; and,

That City Council **DIRECT** Administration to report to City Council on options for Adie Knox Herman project funding, should the grant not be awarded in whole or in part.

At the request of Mayor Dilkens, a recorded vote is taken on this matter.

Aye votes: Councillors Francis, Costante, Sleiman, Gignac, Gill, Kaschak, McKenzie, and Morrison, and Mayor Dilkens.

Nay votes: Councillors Bortolin and Holt.

Abstain: None.

Absent: None.

Report Number: C 176/2021  
Clerk's File: AF/14148

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## 12. COMMITTEE REPORTS

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

Moved by: Councillor Morrison  
Seconded by: Councillor Sleiman

Decision Number: B44/2021

That the report of the In Camera meeting held December 13, 2021 **BE ADOPTED** as presented.  
Carried.

Clerk's File: ACO2021

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

Moved by: Councillor Bortolin  
Seconded by: Councillor Costante

That the following By-law No. 183-2021 be introduced and read a first and second time:

**183-2021** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 13th DAY OF DECEMBER, 2021.

Carried.

## 14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Francis  
Seconded by: Councillor Gignac

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

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

Carried.

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

Moved by: Councillor Gill  
Seconded by: Councillor Holt

That the By-law No. 183-2021 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.  
Carried.

## 21. ADJOURNMENT

Moved by: Councillor Bortolin  
Seconded by: Councillor Costante

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

Accordingly, the meeting is adjourned at 7:04 o'clock p.m.

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Mayor

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City Clerk

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## Special Meeting of Council Monday, December 13, 2021

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Adopted by Council at its meeting held December 13, 2021 (B44/2021)  
SV/bm

### SPECIAL MEETING OF COUNCIL – IN CAMERA December 13, 2021

**Members participating via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.**

**Meeting called to order at: 9:00 a.m.**

#### **Members in Attendance:**

Mayor D. Dilkens  
Councillor F. Francis (Items 2, 3 and 4)  
Councillor F. Costante (Items 1, 3 and 4)  
Councillor R. Bortolin (Items 2, 3 and 4)  
Councillor G. Kaschak  
Councillor J. Gignac  
Councillor K. McKenzie  
Councillor J. Morrison  
Councillor E. Sleiman  
Councillor J. Gill (Items 2, 3 and 4)  
Councillor C. Holt

#### **Also in attendance:**

J. Reynar, Chief Administrative Officer  
J. Payne, Commissioner, Human and Health Services  
C. Nepsy, Commissioner, Infrastructure Services  
J. Mancina, Commissioner, Corporate Services CFO/City Treasurer  
S. Askin-Hager, Commissioner, Legal and Legislative Services  
R. Mensour, Acting Commissioner, Community Services  
S. Vlachodimos, City Clerk  
A. Teliszewsky, Mayor's Chief of Staff

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

<u>Item No.</u>	<u>Subject</u>	<u>Section – Pursuant to Municipal Act, 2001, as amended</u>
1.	Legal matter – litigation update	239(2)(e)(f)
2.	Property matter – disposition of land	239(2)(c)
3.	Personal matter - about an identifiable individual	239(2)(b)
4.	Personal matter – about identifiable individuals – in-camera questions respecting confidential budget issues – verbal	239(2)(b)

**Motion Carried.**

## Declarations of Pecuniary Interest:

Councillor Francis declares an interest and abstains from discussion and voting on Item 1 as his employer has held bingo licences.

Councillor Bortolin declares an interest and abstains from discussion and voting on Item 1 as a Board that he sits on has held bingo licences.

Councillor Gill declares an interest and abstains from discussion and voting on Item 1 as he is involved with one of the charities that has held bingo licences.

Councillor Costante declares an interest and abstains from discussion and voting on Item 2 as a Director on an affiliated Board.

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

**Meeting recesses at 9:30 o'clock a.m.**

**Meeting reconvenes in open session at 10:00 o'clock a.m.**

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

**Motion Carried.**

**\*\*SEE NOTE BELOW**

**Moved by Councillor Francis, seconded by Councillor Gignac,**

**THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held December 13, 2021, directly to Council for consideration at the next Regular Meeting.**

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

**Councillors Gill, Francis and Bortolin disclose an interest and abstain from voting on this matter.**

2. That the confidential in-camera memo from the Project Administrator, Engineering – Corporate projects respecting a proposed or pending acquisition or disposition of land by the municipality **BE RECEIVED FOR INFORMATION.**

**Councillor McKenzie voting nay.**

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

3. That the confidential in-camera memo from the Deputy City Engineer respecting personal matters about an identifiable individual **BE RECEIVED FOR INFORMATION.**

4. That the confidential verbal updates respecting matters related to the 2022 budget deliberations **BE RECEIVED FOR INFORMATION.**

**Motion Carried.**



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**Moved by Councillor Holt, seconded by Councillor Morrison,  
That the special meeting of council held December 13, 2021 BE ADJOURNED.**

**(Time: 10:10 a.m.)**

**Motion Carried.**

**\*\*CLERK'S NOTE: The transmittal motion and final votes were held in the open session of Council on December 13, 2021.**



**Committee Matters: SCM 19/2022**

**Subject: Adoption of the Windsor City Council meeting minutes held December 20, 2021**

**City Council Meeting**

**Date: Monday, December 20, 2021**

**Time: 1:00 o'clock p.m.**

**Members Present:**

**Mayor**

Mayor Dilkens

**Councillors**

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 4 - Councillor Holt

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Gill

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

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

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### 1. ORDER OF BUSINESS

### 2. CALL TO ORDER

The Mayor calls the meeting to order at 1:02 o'clock p.m.

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

Councillor Francis discloses an interest and abstains from voting on Item 7.1.14 being the correspondence from the Manager of Urban Design dated December 20, 2021 regarding the recent Site Plan Control (SPC) application, Europro (Tecumseh Mall) LP, 7446-7780 Tecumseh E, 5 6-storey apartment buildings, as the application relates to a family member.

Councillor Holt discloses an interest and abstains from voting on Item 7.1.14 being the correspondence from the Manager of Urban Design dated December 20, 2021 regarding the recent Site Plan Control (SPC) application, Ford Motor Company, 2950 Metcalfe, addition to building for equipment storage, as the application relates to his employer.

### 4. ADOPTION OF THE MINUTES

None.

### 5. NOTICE OF PROCLAMATIONS

#### **Proclamations**

“Salvation Army Week” – Monday, December 20 to Friday, December 24, 2021

#### **Flag Raising Ceremony**

“Bangladesh Victory Day” – Thursday, December 16, 2021

“Salvation Army Week” – Monday, December 20 to Friday, December 24, 2021

### 6. COMMITTEE OF THE WHOLE

Moved by: Councillor Costante

Seconded by: Councillor Francis

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

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- (a) communication items;
  - (b) consent agenda;
  - (c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
  - (d) hearing presentations and delegations;
  - (e) consideration of business items;
  - (f) consideration of Committee reports;
  - (g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
  - (h) consideration of by-laws 184-2021 through 196-2021 (inclusive).
- Carried.

## 7. COMMUNICATIONS INFORMATION PACKAGE

### 7.1. Correspondence December 20, 2021

Moved by: Councillor Gignac  
Seconded by: Councillor Gill

Decision Number: CR530/2021

That the following Communication Items 7.1.4 through 7.1.7 and 7.1.9 through 7.1.15 (inclusive) as set forth in the Council Agenda **BE REFERRED** as noted; and that Items 7.1.1 through 7.1.3 (inclusive) and 7.1.8 be dealt with as follows:

#### 7.1.3 Letters regarding Quebec's Bill 21

Moved by: Councillor Morrison  
Seconded by: Councillor Gill

Decision Number: CR531/2021

That the correspondence items from the City of Brampton and Ontario's Big City Mayors (OBCM) dated December 15, 2021 and December 17, 2021 respectively regarding Quebec's Bill 21 **BE RECEIVED** for information; and further,

Whereas OBCM, at their recent meeting, voted unanimously in opposition to Quebec's Bill 21, the law that bans public sector employees from wearing religious symbols; and,

Whereas the City of Windsor, Ontario is one of the most diverse cities in Canada, that fully respect the religious freedom in the Community; and,

Whereas the City of Windsor demonstrates that support by joining other municipalities in expressing strong opposition to Bill 21 in Quebec;

Therefore Be it Resolved that Administration **BE DIRECTED** to send a letter to the Federal Government on behalf of Windsor City Council in opposition of Bill 21 in Quebec.

Carried.

### **7.1.1 Letter regarding Parliamentary Consultation on High Frequency Rail by VIA Canada**

Moved by: Councillor Gignac  
Seconded by: Councillor Costante

Decision Number: CR532/2021

That the correspondence from the Member of Parliament (MP) – Windsor West dated December 6, 2021 regarding "Parliamentary Consultation on High Frequency Rail by VIA Canada" **BE RECEIVED** for information; and further,

That administration **BE DIRECTED** to send a letter to the Minister of Transport on behalf of Windsor City Council reinforcing the need for Windsor, Tecumseh, Essex and Southwestern Ontario, to be included in the first phase of the High Frequency Rail by Via Canada.  
Carried.

Clerk's File: MTR2021

### **7.1.2 Letters regarding COVID-19 and Temporary Foreign Agricultural Workers**

Moved by: Councillor Gignac  
Seconded by: Councillor Morrison

Decision Number: CR533/2021

That the correspondence items from the Essex Windsor EMS, Erie Shores Healthcare dated December 7, 2021 and Member of Parliament (MP) – Chatham-Kent – Leamington dated December 15, 2021 regarding COVID-19 and temporary foreign agricultural workers **BE RECEIVED** for information; and further,

That Administration **BE DIRECTED** to send a letter to the Federal Government regarding the Temporary Foreign Agricultural Workers requesting that changes be made as soon as possible related to mandatory immunization immediately upon entry into Canada, as well as extending funding for the Isolation and Recovery Centre (IRC) for migrant workers beyond March 31, 2022.  
Carried.

Clerk's File: MH/13786

Moved by: Councillor McKenzie  
Seconded by: Councillor Gignac

Decision Number: CR534/2021

That Administration **BE DIRECTED** to send a letter to the Town of Leamington and the Town of Kingsville requesting additional assistance and support related to the Isolation and Recovery Centre (IRC) for migrant workers in Windsor Essex County, beyond March 31, 2022.  
Carried.

**7.1.8 Recommendation/Resolution Report regarding *COVID-19 Vaccine and the Immunization of School Pupils Act***

Moved by: Councillor Bortolin  
Seconded by: Councillor Holt

Decision Number: CR535/2021

That the correspondence from the Windsor-Essex County Health Unit (WECHU) dated November 23, 2021 regarding the *COVID-19 Vaccine and the Immunization of School Pupils Act* **BE RECEIVED** for information; and further,

That the following resolution provided by WECHU **BE ENDORSED** by Windsor City Council:

Whereas available COVID-19 vaccines have been approved by Health Canada to be safe and effective for students born in 2009 or earlier; and,

Whereas additional approval by Health Canada to vaccinate individuals born after 2009 with COVID-19 vaccine is anticipated by the end of 2021; and,

Whereas the COVID-19 pandemic is a global pandemic; and,

Whereas the Windsor-Essex region has been disproportionately affected by the COVID-19 pandemic; and,

Whereas the Windsor-Essex region has lower rates of vaccination against COVID-19 particularly among eligible children and youth; and,

Whereas the purpose of the *Immunization of School Pupils Act* is to increase the protection of the health of children against the diseases that are designated diseases; and,

Whereas the IPSA requires that students be immunized for "designated diseases": diphtheria, measles, mumps, poliomyelitis, rubella, and tetanus, unless a specific exemption is sought through the act;

Now therefore it be resolved that the Windsor-Essex County Board of Health recommends that the Province of Ontario amend the *Immunization of School Pupils Act* to include COVID-19 as a "designated disease."

Carried.

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No.	Sender	Subject
7.1.1	Member of Parliament (MP) – Windsor West	Letter regarding Parliamentary Consultation on High Frequency Rail by VIA Canada  MTR2021 Note & File
7.1.2	Essex Windsor EMS  AND  Erie Shores Healthcare  AND  Member of Parliament (MP) – Chatham-Kent – Leamington	Letters regarding COVID-19 and Temporary Foreign Agricultural Workers  MH/13786 Note & File
7.1.3	City of Brampton  AND  Ontario's Big City Mayors (OBCM)	Letters regarding Quebec's Bill 21  Commissioner, Corporate Services CFO/City Treasurer Diversity/Accessibility Officer GM2021 COUNCIL DIRECTION REQUESTED, otherwise Note & File
7.1.4	Ontario Land Tribunal – Local Planning Appeal Tribunal	Withdrawal acknowledgement letter to advise the appeal by the appellant was withdrawn by letter dated June 17, 2021, Case No. PL210138  Commissioner, Legal & Legislative Services Deputy City Solicitor Senior Legal Counsel Development Applications Clerk ZB/13838 Note & File



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No.	Sender	Subject
7.1.5	Ontario Land Tribunal	<p>1214621 Ontario Inc. (VIP Nite Club) v. Windsor (City) case heard November 2, 2021 by video hearing. Decision delivered by Blair S. Taylor on November 26, 2021, Case No. LC160037</p> <p style="text-align: right;">Commissioner, Legal &amp; Legislative Services  Deputy City Solicitor  Senior Legal Counsel  Development Applications Clerk  MMA2021  Note &amp; File</p>
7.1.6	Ontario Land Tribunal	<p>413464 Ontario Limited v. Windsor (City) case heard December 6, 2021 by video hearing. Decision delivered by R.G.M. Makuch on December 6, 2021, Case No. LC140043</p> <p style="text-align: right;">Commissioner, Legal &amp; Legislative Services  Deputy City Solicitor  Senior Legal Counsel  Development Applications Clerk  SW/13939  Note &amp; File</p>
7.1.7	Tribunals Ontario – Assessment Review Board	<p>2198806 Ontario Inc. v. City of Windsor File No. WR 167643 heard September 10, 2020 by video conference. Decision No. 2858532 and 285833 released on December 16, 2021</p> <p style="text-align: right;">Commissioner, Legal &amp; Legislative Services  Deputy City Solicitor  Senior Legal Counsel  Development Applications Clerk  ACEA2021  Note &amp; File</p>
7.1.8	Windsor-Essex County Health Unit	<p>Recommendation/Resolution Report regarding <i>COVID-19 Vaccine and the Immunization of School Pupils Act</i></p> <p style="text-align: right;">MH/13786  COUNCIL DIRECTION REQUESTED, otherwise  Note &amp; File</p>

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No.	Sender	Subject
7.1.9	Rotary Club of LaSalle Centennial	Calls for nominations for the Roger Mann International Service Award  APR2021 Note & File
7.1.10	City Planner/ Executive Director	Application for Zoning Amendment, 2156567 Ontario Ltd, 1092 Dougall Avenue, Application to allow a multiple unit dwelling with up to 5 units to an existing building  ZB/14265 Note & File
7.1.11	City Planner/ Executive Director	Application for Draft Plan of Subdivision/ Condominium, Wonsch Construction Company Limited, 3550 Howard Avenue, Application to approve a Plan of Subdivision with 4 residential units  ZB/14266 Note & File
7.1.12	City Planner/ Executive Director	Application for Zoning Amendment, Farhi Holdings Corporation, 1624 Lauzon Road, Application to allow for proposed multiple unit residential development  ZB/14267 Note & File
7.1.13	City Planner/ Executive Director	Application for Zoning Amendment and Official Plan Amendment, 1741078 Ontario Inc. & 115664 Ontario Inc., 4845 Walker Road, Application to allow construction of a combined use building with commercial on the main floor and residential/ multiple dwellings above  ZB/14268 ZB/14269 Note & File

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No.	Sender	Subject
7.1.14	Manager of Urban Design	Recent Site Plan Control (SPC) applications: <ul style="list-style-type: none"><li>• Cavalier Tool and Mfg Ltd., 3430 Wheelton, addition to building</li><li>• Europro (Tecumseh Mall) LP, 7446-7780 Tecumseh E, 5 6-storey apartment buildings</li><li>• Ford Motor Company, 2950 Metcalfe, addition to building for equipment storage</li><li>• Baker Investments Inc., 8380-8474 Wyandotte E, reduction to multiple0unit dwelling height/units</li></ul> <p>ZS2021 Note &amp; File</p>
7.1.15	Greater Essex County District School Board	Letter regarding Notice of Proposed Amendments to Education Development Charges By-law Nos. 34 and 35 <p>ME2021 Commissioner, Corporate Services CFO/ City Treasurer Commissioner, Legal &amp; Legislative Services City Planner Note &amp; File</p>

Carried.

Councillors Francis and Holt disclose an interest and abstain from voting on Communication Item 7.1.14.

Report Number: CMC 19/2021

## 7.2. Consultants Engaged via Engineering/Architectural Roster July-Dec 2020 & Jan-June 2021 - CITY WIDE

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR536/2021

That the report of the Purchasing Manager dated October 29, 2021 entitled "Consultants Engaged via Engineering/Architectural Roster July-Dec 2020 & Jan-June 2021 - CITY WIDE" **BE RECEIVED** by Council for information in compliance with section 163 of Bylaw 93-2012 (the "Purchasing Bylaw").

Carried.

Report Number: CM 25/2021

Clerk's File: SW/13041

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### 7.3. Disposal of Surplus Goods Reporting Requirements - Purchasing Bylaw 93-2012 (s.163) - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR537/2021

That the report of the Purchasing Manager dated November 2, 2021 entitled "Disposal of Surplus Goods Reporting Requirements – Purchasing Bylaw 93-2012 (s.163) – City Wide", and amendments thereto, **BE RECEIVED** for information.

Carried.

Report Number: CM 26/2021

Clerk's File: AE2021

### 7.4. Response to CR608/2019 regarding the Early Development Instrument (EDI) and EarlyON Child and Family Centre Data - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR538/2021

That the report of the Manager of Children's Services dated December 3, 2021 entitled "Response to CR608/2019 regarding the Early Development Instrument (EDI) and EarlyON Child and Family Centre Data - City Wide" **BE RECEIVED** for information.

Carried.

Report Number: C 193/2021

Clerk's File: SS/13629

### 7.5. Windsor Canada Utilities Ltd. 3rd Quarter 2021 Financial Statements - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR539/2021

That City Council **RECEIVE** for information, the Windsor Canada Utilities Ltd. 3<sup>rd</sup> Quarter 2021 Financial Statements.

Carried.

Report Number: C 194/2021

Clerk's File: MU2021

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### 7.6. Summary of Hotline Issues Referred to Management by PwC – 2021 Q2 and Q3 - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR540/2021

That City Council **RECEIVE FOR INFORMATION** the Summary of Hotline Issues Referred to Management by PwC from April 1, 2021 – June 30, 2021 (attached as Appendix A) and from July 1, 2021 – September 30, 2021 (attached as Appendix B).

Carried.

Report Number: CM 22/2021

Clerk's File: AF/11247

### 7.7. Status Report on Implementation of Audit Recommendations - 2021 Q3 - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Gill

Decision Number: CR541/2021

That City Council **RECEIVE FOR INFORMATION** the Status Report on Implementation of Audit Recommendations as of 2021 Q3 (attached as Appendix A).

Carried.

Report Number: CM 23/2021

Clerk's File: AF/11247

## 8. CONSENT AGENDA

### 8.3. Request for Exemption from Section 45(1.3) of the *Planning Act* to Allow a Minor Variance for 545 Lily Mac Boulevard - Ward 9

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR544/2021

1. That the parcel located at 545 Lily Mac Boulevard (previously known as 3735 Howard Avenue) legally described as Part of Block A, Registered Plan 1259, and identified as Parcel "A" on Appendix A, **BE EXEMPTED** from the mandatory two-year period where no applications for minor variance are permitted following a zoning bylaw amendment under

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Section 45 (1.3) of the *Planning Act*, as per authority granted to Council under Section 45 (1.4) of the *Planning Act*.

Carried.

Report Number: C 195/2021  
Clerk's File: ZB/13700

#### **8.4. Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) --City Wide**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR545/2021

That Council **DIRECT** the Commissioner of Infrastructure Services to apply to the Ministry of the Environment, Conservation and Parks on behalf of the City for an initial Consolidated Linear Infrastructure Environmental Compliance Approval for the City's Municipal Sewage Collection System and the City's Stormwater Management System, and any future renewal, extension or amendment application, including the negotiation and execution thereof, as may be necessary; and,

That Council **AUTHORIZE** the Commissioner of Infrastructure Services or designate to represent the City as Owner and as the Owner's Authorized Representative, for the purposes of any application, including any future renewal, extension or amendment application, to the Ministry of the Environment, Conservation and Parks for a Consolidated Linear Infrastructure Environmental Compliance Approval(s) for the City's Municipal Sewage Collection System and the City's Stormwater Management System; and,

That Council **AUTHORIZE** the Commissioner of Infrastructure Services to sign or designate in writing the appropriate staff to sign, on behalf to the City, any forms, letters of acceptance or such further documents as may be required by the Ministry of the Environment, Conservation and Parks related to the administration of the Consolidated Linear Infrastructure Environmental Compliance Approval(s); and,

That Council **AUTHORIZE** the Commissioner of Infrastructure Services to sign or designate in writing the appropriate staff to sign, on behalf of the City, any direct submission applications not covered by the pre-authorized process, as may be required by the Ministry of the Environment, Conservation and Parks; and,

That Council **DIRECT** Administration to develop a policy outlining the roles and responsibilities related to the ongoing monitoring and compliance of the City's Consolidated Linear Infrastructure Environmental Compliance Approval(s); and,

That Council **AUTHORIZE**:

1. That non-refundable administration fees, in the amounts noted in Appendix A, **BE CHARGED** for the review by City Administration of projects that are considered pre-

approved under the Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA), and for the review of projects that are not considered pre-approved and require submission to Ministry of the Environment, Conservation and Parks for an Amendment to the CLI ECA, and further,

2. That, should an application package be submitted and the application be deemed incomplete, the applicant **BE REQUIRED** to submit all outstanding information within two weeks, otherwise the application will be considered void and a new application, with appropriate fees, will be required, and further,
3. That the Fees and Charges By-law **BE AMENDED** accordingly.

Carried.

Report Number: C 188/2021  
Clerk's File: SW2021

### **8.5. Award of RFP No. 114-21 - Jefferson Pump Station Drainage Area Improvements - Ward 8**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR546/2021

That City Council **APPROVE** entering into an agreement with The Municipal Infrastructure Group Ltd., a T. Y. Lin International Company, for Engineering Consulting Services for the Jefferson Pumping Station Drainage Area Improvements project, for a total amount of \$558,700 plus HST; and,

That the CAO and City Clerk **BE AUTHORIZED** to sign the agreement with The Municipal Infrastructure Group Ltd., a T. Y. Lin International Company, in the total amount of \$558,700 plus HST, satisfactory in technical content to the Commissioner of Infrastructure Services, in financial content to the Commissioner of Corporate Services CFO/City Treasurer, and in form to the Commissioner of Legal & Legislative Services.

Carried.

Report Number: C 174/2021  
Clerk's File: SW/14262

### **8.6. A By-law to authorize special charges being imposed on lots abutting on the local improvement work completed under By-law 72-2020 on California Avenue from Norfolk Street to Pulford Street**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR547/2021

That Council **ADOPT** By-law 191-2021 for the imposition of special charges on lots abutting on or immediately benefiting from the local improvement work completed under By-law 72-2020 on California Avenue from Norfolk Street to Pulford Street, in accordance with Section 30 of Ontario Regulation 586/06, made under *Municipal Act* 2001.

Carried.

Report Number: C 184/2021  
Clerk's File: SL2021

### **8.7. Appointment of Drainage Engineer - Lachance Drain - Ward 9**

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR548/2021

That the firm of Dillon Consulting Ltd. **BE APPOINTED** by City Council as the designated Engineer of Record for the Lachance Drain under Section 78 of the *Drainage Act*, and to prepare a report responding to the request of Pointe East Windsor Limited to relocate the Lachance Drain.

Carried.

Report Number: C 189/2021  
Clerk's File: SW2021

### **8.8. Class Environmental Assessment for the Ojibway Parkway Wildlife Crossing - Ward 1**

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR549/2021

- I. That Council **ENDORSE** the draft Environmental Study Report for Ojibway Parkway Wildlife Crossing Municipal Class Environmental Assessment as a planning document with recommendations supporting the Preferred Solution and Preferred Design as identified and prepared by Wood Environment and Infrastructure Solutions, dated November 26, 2021; and,
- II. That Administration **BE DIRECTED** to finalize the Environmental Study Report for Ojibway Parkway Wildlife Crossing Municipal Class Environmental Assessment and issue the Notice of Study Completion in accordance with the Municipal Class Environmental Assessment Planning Process to commence the minimum of 30-day review period immediately following finalizing the Environmental Assessment.

Carried.

Report Number: S 160/2021  
Clerk's File: EI/13721



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### 8.9. Fred Thomas Park – Splash Pad Replacement - Ward 3

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR550/2021

That City Council **APPROVE** the use of \$300,000 in previously approved placeholder funding for the Fred Thomas Park Splash Pad, (PFO-003-18) at Fred Thomas Park (400 Wyandotte St. E); and,

That City Council **APPROVE** a pre-commitment of \$150,000 in 2023 funding from project PFO-003-18 Fred Thomas Park Splash Pad for the installation of a replacement splash pad at Fred Thomas Park; and,

That Administration **BE AUTHORIZED** to prepare and issue a RFP consistent with the City of Windsor Purchasing By-laws to retain appropriate designers, suppliers and installers of splash pad equipment to facilitate the above noted project; and, subject to the RFP responses falling within approved budget amounts; and,

That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the projects submitted under the RFP, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to City Treasurer, and in technical content to the Commissioner of Community Services; and,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the projects, satisfactory in legal form to the City Solicitor, in technical content to the Commissioner of Community Services and in financial content to the City Treasurer; and,

That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Commissioner of Community Services, and in financial content to the City Treasurer; and further,

That the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of claims and applicable schedules and other such documents required as part of the requirements for the awarded projects to the Commissioner of Community Services, or designate, and subject to financial content approval from the area's Financial Manager.

Carried.

Report Number: C 185/2021

Clerk's File: SR/14263

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### 8.10. Approval of Annual Temporary Borrowing By-Law for 2022

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR551/2021

That City Council **AUTHORIZE** the temporary borrowing of money for current expenditures for the year 2022, if and when required, as provided for under the provisions of Section 407 of the *Municipal Act*; and,

That City Council **AUTHORIZE** the CAO and City Clerk to execute the related banking agreements including any line of credit commitment letters as deemed necessary to establish/maintain the line of credit facility approved as to legal content by the City Solicitor and as to technical and financial content to the CFO/City Treasurer; and,

That City Council **AUTHORIZE** the CAO and CFO/City Treasurer to borrow on a temporary basis, such sums, if any, as considered necessary to meet the current expenditures of the Corporation for the year until the taxes are collected and other revenues are received; and to **EXECUTE** any such related banking agreements including but not limited to the Bank's Acceptance Agreement and Overdraft Lending Agreement approved as to legal content by the City Solicitor and as to technical and financial content to the CFO/City Treasurer; and,

That City Council **AUTHORIZE** the CAO and CFO/City Treasurer to sign the "Security Agreement - Municipalities and School Boards" banking document subject to approval for legal content by the City Solicitor and as to technical and financial content to the CFO/City Treasurer; and,

That the City Solicitor **BE DIRECTED** to prepare the necessary by-law.  
Carried.

Report Number: C 178/2021  
Clerk's File: AF2021

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

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR552/2021

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

That the CFO/City Treasurer (or designate) **BE AUTHORIZED** to amend the City's Tax Master Collector's Roll for the 2019 through 2021 taxation years in the amount of \$181,722 (including the education portion).  
Carried.

**8.12. Audit and Accountability Fund - Consultant's Report - Improving the Identification, Monitoring, and Tracking of Development Charges Related Projects at the City of Windsor - City Wide**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR553/2021

That the December 7, 2021 report from PSD Citywide Inc. entitled "Improving the Identification, Monitoring, and Tracking of Development Charges Related Projects at the City of Windsor", which is financed by the Province of Ontario's Audit and Accountability Fund, **BE RECEIVED** for information; and,

That the City Treasurer **BE AUTHORIZED** to post the PSD Citywide Inc. reports to the corporate website by no later than January 31, 2022 in accordance with the grant's requirements; and,

That Administration **BE DIRECTED** to further assess the reports developed by PSD Citywide Inc. AND the recommendations presented in the report to better understand their value and any cost implications, AND where deemed appropriate bring those items forward for consideration in future budgets.

Carried.

Report Number: C 190/2021  
Clerk's File: GPL/3905

**8.13. RICBL Exemption 2021-3 - Tiziano Zaghi - 0 Daytona Avenue - Ward 10**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR554/2021

- 1) That Council **APPROVE** the request of Tiziano Zaghi, Planning Consultant, on behalf of Abdul Karim Habib, property owner, for an exemption from the provisions of Interim Control By-law 103-2020 for the property known municipally as 0 Daytona Avenue (Roll No. 080-490-04510; southeast corner of Daytona Avenue and Northwood Street).
- 2) That Council **AMEND** Interim Control By-law 103-2020 by adding to Section 5 the following clause using the next sequential clause number:  
**(?) 0 Daytona Avenue (southeast corner of Daytona Avenue and Northwood Street)**  
Part Lot 75, Lots 76 to 79, Registered Plan 1015, and Parts 5 to 7, Plan 12-21146;  
Roll No. 080-490-04510

Carried.

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Report Number: S 122/2021 & AI 18/2021

Clerk's File: Z/14231

### 8.14. Response to Council directive regarding applying a climate lens to the City's purchasing practices - City Wide

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR555/2021 ETPS 864

- 1) That City Council **RECEIVE** the report of the Supervisor of Environmental Sustainability & Climate Change dated October 7, 2021, entitled "Response to Council directive regarding applying a climate lens to the City's purchasing practices – City Wide"; and,
- 2) That City Council **APPROVE** Administration proceeding with identified strategies for 2021/2022 including:
  - Form an internal Sustainable Purchasing Team;
  - Update current purchasing procedures/documents to ensure environmental sustainability and climate change is being considered;
  - Update the City's Sustainable Purchasing Guide (2015) to reflect updates for climate change considerations; and
  - Join the Canadian Collaboration for Sustainable Procurement for 2021/2022; and,
- 3) That Administration **REPORT BACK** to City Council by the third quarter (Q3) 2022 with a report on achievements and possible next steps.

Carried.

Report Number: SCM 361/2021, C 154/2021 & AI 19/2021

Clerk's File: EI2021

### 8.15. Approval of a Plan of Condominium with Exemption under Section 9(3) of *The Condominium Act*, 7887 Edgar Street; Applicant: Suburban Construction and Management Ltd.; File # CDM 004-21 [CDM-6563]; Ward 6

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR556/2021 DHSC 343

That the application of Suburban Construction & Management Ltd. for an exemption under Section 9(3) of *The Condominium Act* for approval of a plan of condominium (Standard Condominium), comprised of 36 dwelling units, as shown on the attached Map No. CDM-004/21-1, within a newly constructed Multiple Dwelling structure on a parcel legally described as Lots 21 & 22, Part of Lots 20, 23 & 24, Part of Alley (closed by CE349312), Registered Plan 980 and Part of Lot 127

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Concession 1; designated as Part 1 Plan 12R28717; located at the southwest corner of Edgar Street and Lauzon Road, **BE APPROVED** for a period of three (3) years.

Carried.

Report Number: SCM 367/2021 & S 139/2021

Clerk's File: ZP/14242

### **8.16. Economic Revitalization Community Improvement Plan (CIP) application submitted by SPIROL Industries Ltd. for 3103 St. Etienne Blvd (Ward 9)**

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR557/2021 DHSC 344

- I. That the request made by SPIROL Industries Ltd. to participate in the Business Retention and Expansion Grant Program **BE APPROVED** for the property located at 3103 St. Etienne Blvd for up to 10 years or until 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan;
- II. That Administration **BE DIRECTED** to prepare an agreement between the City, SPIROL Industries Ltd., and/or persons or companies that have legally been assigned the right to receive grant payments, to implement the Business Retention and Expansion Grant Program in accordance with all applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan to the satisfaction of the City Planner for content, the Commissioner of Legal Services as to legal form, and the CFO/City Treasurer as to financial implications;
- III. That the CAO and City Clerk **BE AUTHORIZED** to sign the Business Retention and Expansion Grant Agreement; and,
- IV. That the approval to participate in the Business Retention and Expansion Grant Program **EXPIRE** if the grant agreement is not signed by applicant and owner within one year following Council approval. The City Planner may extend the deadline for up to one year upon request from the applicant.

Carried.

Report Number: SCM 368/2021 & S 137/2021

Clerk's File: SPL/10759

### **8.17. University Avenue and Wyandotte Street Community Improvement Plan (CIP) Application submitted by 2605835 Ontario Inc. on behalf of AIPL Holdings Inc for 1100 University Avenue West**

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

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Decision Number: CR558/2021 DHSC 345

- I. That the request made by 2605385 Ontario Inc. on behalf of AIPL Holdings Inc for the redevelopment of 1100 University Avenue West Street to participate in the:
  - a. Commercial/Mixed Use Building Facade Improvement Program **BE APPROVED** in the amount of \$30,000 for eligible costs incurred after September 10, 2021 pursuant to the University Avenue and Wyandotte Street Community Improvement Plan;
  - b. Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for 100% of the municipal portion of the tax increment resulting from the proposed development for five (5) years in accordance with the University Avenue and Wyandotte Street Community Improvement Plan;
  - c. Municipal Development Fees Grant Program **BE DENIED** as municipal fees have been paid prior to the grant application being submitted on September 10, 2021 pursuant to the University Avenue and Wyandotte Street Community Improvement Plan;
- II. That one complete window system sample (including profile, finish, glazing) **BE SUBMITTED** to the City for review and approval to the satisfaction of the City Planner prior to installation; and,
- III. That the means, methods, and materials for cleaning of the limestone and any limestone/historic masonry restoration/repair **BE COMMUNICATED** to the City for approval to the satisfaction of the City Planner prior to the work being undertaken; and,
- IV. That Grant funds in the amount of \$30,000 under the Commercial/Mixed Use Building Facade Improvement Program **BE TRANSFERRED** from the CIP Reserve Fund to a new Project for the University Avenue and Wyandotte Street Planning Fund when the work is completed; and,
- V. That the Commercial/Mixed Use Building Facade Improvement grant **BE PAID** to 2605385 Ontario Inc. upon satisfying recommendations II and III as well as completion of the facade improvements as shown in Appendix B to Report S 140/2021 to the satisfaction of the City Planner and Chief Building Official; and,
- VI. That should the eligible work not be completed within one (1) year, City Council **AUTHORIZE** that the funds under the Commercial/Mixed Use Building Facade Improvement Program be uncommitted and made available for other applications; and,
- VII. That Administration **BE DIRECTED** to prepare a Building/Property Improvement Tax Increment Grant agreement between the City, AIPL Holdings Inc, 2605385 Ontario Inc. or any person or corporation that has been legally assigned the right to receive grant payments to implement the grant program in accordance with all applicable policies, requirements, and provisions contained within the University Avenue and Wyandotte Street Community Improvement Plan to the satisfaction of the City Planner as to content, the Commissioner of Legal and Legislative Services as to legal form, and the CFO/City Treasurer as to financial implications; and,
- VIII. That the CAO and City Clerk **BE AUTHORIZED** to sign the Building/Property Improvement Tax Increment Grant Agreement; and further,

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IX. That the approval to participate in the Building/Property Improvement Tax Increment Grant Program **EXPIRE** if the grant agreement is not signed by applicant within one year following Council approval. The City Planner may extend the deadline for up to one year upon request from the applicant.

Carried.

Report Number: SCM 369/2021 & S 140/2021

Clerk's File: Z/14007

### 8.18. Sandwich Demolition Control Exemption and CIP-3388 Baby St., Gurbax Wahid, Ward 2

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR559/2021 DHSC 346

- I. That the Chief Building Official **BE AUTHORIZED** to issue a demolition permit to the registered owner Gurbax Wahid, to demolish a one (1) storey single unit dwelling located at 3388 Baby Street (see Appendix 'A'), to construct a two (2) storey two (2)-unit duplex 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; and,
- II. That any minor changes **BE SUBJECT** to the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit; and,
- 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 Twenty Thousand Dollars (\$20,000) on the collectors roll of the property and prepare a certificate for registration; and,
- IV. That the City Solicitor **BE DIRECTED** to register the certificate in the land registry office against the property; and,
- V. That the request for incentives under the Sandwich Incentive Program made by the registered owner Gurbax Wahid of the property located at 3388 Baby 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 (+/- **\$15,930.50**);

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- ii. *Revitalization Grant Program* for 70% of the municipal portion of the tax increment for up to 10 years (+/-**\$2,914.80** per year); and,
- 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; and,
- VII. That funds in the amount of +/-**\$15,930.50** 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; and,
- VIII. That grants **BE PAID** to Gurbax Wahid upon completion of the two (2) storey two (2)-unit duplex dwelling from the *Sandwich Community Development Plan Fund* (Account 7076176) to the satisfaction of the City Planner and Chief Building Official; and further,
- 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.

Carried.

Report Number: SCM 370/2021 & S 138/2021

Clerk's File: SPL/10759

### 8.19. Main Street/Building Facade Improvement CIP Application for 1378 Ottawa Street, Owner: Takhar Sherghin Holdings Inc. Ward 4

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR560/2021 DHSC 347

- I. That the request made by Takhar Sherghin Holdings Inc. (c/o Jaskaran Takhar), the owner of the property located at 1378 Ottawa St., for *Building Facade Improvement grants* totalling a maximum of +/-**\$29,763.45** and *Building and Development Fees* grants totaling a maximum of +/-**\$236.55** **BE APPROVED IN PRINCIPLE** under the *Building Facade Improvement Program and Urban Design Guidelines for Main Streets* Community Improvement Plan; and,
- II. That funds in the maximum amount of +/-**\$29,763.45** (*Building Facade Improvement grants*) and +/-**\$236.55** (*Building and Development Fees* grants) under the *Building Facade Improvement Program and Urban Design Guidelines for Main Streets* CIP **BE TRANSFERRED** from the CIP Reserve Fund 226 to the *Building Facade Improvement Program – Main Streets CIP* Project Fund (Project #7219018) when the grant funds are ready to be paid out; and,
- III. That grants **BE PAID** to Takhar Sherghin Holdings Inc. (Jaskaran Takhar), upon completion of improvements to the exterior of the property located at 1378 Ottawa St. from the *Building*



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*Facade Improvement Program – Main Streets CIP Project Fund (Project #7219018) to the satisfaction of the City Planner and Chief Building Official; and further,*

- IV. That grants approved **SHALL LAPSE** and the funds **BE UNCOMMITTED** if the applicant has not completed the work and fulfilled the conditions within 2 years of the council approval date.

Carried.

Report Number: SCM 371/2021 & S 141/2021

Clerk's File: Z/13002

### 8.20. Minutes of the Windsor Licensing Commission of its meeting held September 22, 2021

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR561/2021 ETPS 868

That the minutes of the Windsor Licensing Commission of its meeting held September 22, 2021 **BE RECEIVED**.

Carried.

Report Number: SCM 380/2021 & SCM 337/2021

Clerk's File: MB2021

### 8.21. Report No. 74 of the Windsor Bicycling Committee - Support of the separated bike lane project along University Avenue in 2022

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR562/2021 ETPS 869

That Report No. 74 of the Windsor Bicycling Committee of its electronic poll held on October 22, 2021 indicating:

That the Windsor Bicycling Committee enthusiastically **SUPPORTS** the proposal to create a separated bike lane pilot project along University Avenue in 2022.

**BE APPROVED**.

Carried.

Report Number: SCM 381/2021 & SCM 350/2021

Clerk's File: MB2021

### 8.22. Essex-Windsor Solid Waste Authority Regular Board Meeting Minutes - October 5, 2021

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

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Decision Number: CR563/2021 ETPS 870

That the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) of its Regular Board Meeting held October 5, 2021 **BE RECEIVED**.

Carried.

Report Number: SCM 382/2021 & SCM 364/2021

Clerk's File: MB2021

### 8.23. Minutes of the Town & Gown Committee of its meeting held September 29, 2021

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR564/2021 ETPS 871

That the minutes of the Town & Gown Committee of its meeting held September 29, 2021 **BE RECEIVED**.

Carried.

Report Number: SCM 383/2021 & SCM 365/2021

Clerk's File: MB2021

### 8.25. Minutes of the Housing & Homelessness Advisory Committee of its meeting held September 21, 2021

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR566/2021 CSPS 166

That the minutes of the Housing & Homelessness Advisory Committee of its meeting held September 21, 2021 **BE RECEIVED**.

Carried.

Report Number: SCM 390/2021 & SCM 353/2021

Clerk's File: MB2021

### 8.26. Memorial for Evelyn G. McLean at Mackenzie Hall - Ward 2

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR567/2021 CSPS 167

That the offer from the Friends of the Court, attached as Appendix A, for a framed memorial and three donated works of art commemorating Evelyn G. McLean at Mackenzie Hall **BE ACCEPTED**; and,

That City Council **DIRECT** Administration to develop an agreement for the donation of the works of art; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the agreement and any related documentation satisfactory in form to the City Solicitor, in technical content to the Executive Director of Recreation and Culture and in financial content to the City Treasurer.  
Carried.

Report Number: SCM 391/2021 & S 131/2021  
Clerk's File: APL2021

## **8.27. Windsor Essex 2021 Homelessness Enumeration Report - City Wide**

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR568/2021 CSPS 168

That the Windsor Essex 2021 Homelessness Enumeration Report **BE RECEIVED** for information; and,

WHEREAS The Windsor Essex 2021 Homeless Enumeration Report has noted an increasing number of persons experiencing homelessness in Windsor and Essex County; and,

WHEREAS the endorsement of resolutions passed by the Council of the Municipality of Chatham-Kent and the Council of Huron County add weight to the importance of support from upper levels of government for homelessness, mental health, and addictions programs;

THEREFORE BE IT RESOLVED:

THAT City Council **ACKNOWLEDGE** the Province of Ontario and Government of Canada for their contributions under *Reaching Home: Canada's Homelessness Strategy*, *Social Services Relief Fund* and the *Community Homelessness Prevention Initiative* that have supported COVID and homelessness responses. This funding has assisted Windsor Essex County to provide the necessary capital funding to expand much needed supportive housing options for people experiencing homelessness and operating funding to keep people safe throughout the pandemic; and,

THAT City Council **ENDORSE** the resolution supported by the Council of the Municipality of Chatham-Kent and the Council of Huron County attached as Appendix B; and,

THAT City Council **REQUEST** the Province of Ontario and the Government of Canada to identify homelessness as a provincial and national crisis across the Province of Ontario and Canada; and,

THAT the Province of Ontario and Government of Canada **ACKNOWLEDGE** that the lack of resources to support addiction and mental health programs to be a leading cause of homelessness; and,

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THAT the City of Windsor **REQUEST** the Province of Ontario and Government of Canada to provide further financial support for housing and homelessness programs, in addition to increasing funding to support mental health and addiction services; and,

THAT the resolution **BE FORWARDED** to the Association of Municipalities of Ontario (AMO), the Ontario Municipal Social Services Association (OMSSA), and the Federation of Canadian Municipalities (FCM), as well as the Members of Parliament (MPs) and Members of Provincial Parliament (MPPs) of Windsor-Essex.

Carried.

Report Number: SCM 389/2021 & S 151/2021  
Clerk's File: GH/11710

### 8.28. Windsor Express Basketball - Licence Agreement for 2021-2022 Season - Ward 6

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR569/2021 CSPA 169

That the request of the Windsor Express Basketball Inc. (Ontario Corporation Number 002333069), a team of the National Basketball League of Canada, to enter in a license agreement for the use of the WFCU Centre for the upcoming 2021-2022 season **BE APPROVED** under the same terms and conditions as the previous licence agreement approved by Council Resolution CR604/2019 ("Option 1"); and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute and sign the licence agreement, satisfactory in technical content to the Executive Director of Recreation and Culture, in financial content to the City Treasurer, and in form to the City Solicitor.

Carried.

Report Number: SCM 388/2021 & S 153/2021  
Clerk's File: SR/11962

### 11.1. Declaration of a Vacant Parcel of Land Gratuitously Conveyed To The City For Parks Purposes Municipally Known as 0 Sandison Street as Surplus and Authority to Offer for Sale - Ward 9

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR572/2021

I. That the following City of Windsor (the "**City**") vacant parcel of land gratuitously conveyed to the City for Parks purposes **BE DECLARED** surplus:

- Municipal address: **0 Sandison Street** – vacant land situate on the north side of Sandison Street, between 644 and 672 Sandison Street

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- Legal Description: Block 32 on Plan 12M-440
- Approximate Lot size: 15.09 m (49.5 feet) x irregular
- Approximate Lot area: 5,813 sq ft (540 m<sup>2</sup>)  
(herein the “**Subject Parcel**”); and

II. That the Manager of Real Estate Services **BE AUTHORIZED** to offer the vacant parcel of land identified in Recommendation I for sale to the abutting property owner to the north at a price to be determined by the Manager of Real Estate Services.

Carried.

Report Number: C 187/2021  
Clerk’s File: APM2021

### 11.2. 2022 Interim Tax Bills - City Wide

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR573/2021

That City Council **DIRECT** Administration to prepare 2022 Interim property tax bills based upon 50% of the 2021 total levy inclusive of education tax; and,

That City Council **ESTABLISH** the collection of the 2022 interim property taxes over three instalment dates being; February 16, March 16, and April 13, 2022; and,

That City Council **APPROVE** a rate of 1 ¼ % to be imposed as a penalty for non-payment of property taxes on the first day of default and a further rate of 1 ¼ % per month as interest on taxes due but unpaid; and,

That the City Solicitor **BE AUTHORIZED** to prepare the necessary by-law to enact the 2022 interim property tax bills.

Carried.

Report Number: C 182/2021  
Clerk’s File: AF/14148

### 11.3. Capital Variance Report - September 30, 2021 - City Wide

Moved by: Councillor Holt  
Seconded by: Councillor Kaschak

Decision Number: CR574/2021

1. That City Council **RECEIVE** for information the 2021 Life-to-Date Capital Variance Report as at September 30, 2021 as presented by the Chief Financial Officer/ City Treasurer; and,

2. That City Council **APPROVE** the transfers to and from capital projects/reserves as identified within Appendix A – Summary of Capital Project Variances; and,

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3. That City Council **APPROVE** a transfer of \$300,000 from the 2021 City Wide Road Rehab project (7211000) to the Strabane Sanitary Sewer – WUC Discharge project (7152000).

Carried.

Report Number: C 186/2021

Clerk's File: AF2021

### 11.4. PricewaterhouseCoopers Internal Audit Summary Report: May 1, 2021 to November 30, 2021

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

Decision Number: CR575/2021

That the attached Internal Audit Summary report provided by PricewaterhouseCoopers LLP (PwC) for the period May 1, 2021 to November 30, 2021 **BE RECEIVED** for information.

Carried.

Report Number: S 148/2021

Clerk's File: AF/11247

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

### 8.1. Streamlining Approvals to Enable Rapid Execution of Council's Vision and Direction

Moved by: Councillor Francis

Seconded by: Councillor Gignac

Decision Number: CR542/2021

That the report of the (Acting) Executive Initiatives Coordinator dated October 29, 2021 entitled "Streamlining Approvals to Enable Rapid Execution of Council's Vision and Direction" **BE REFERRED** back to administration to provide a report, which includes information related to all CAO delegation of authority approvals for the last 2 years, for Council's consideration.

Carried.

Report Number: C 169/2021

Clerk's File: AS/7748

### 11.5. Appointment of Integrity Commissioner-City Wide

Moved by: Councillor McKenzie

Seconded by: Councillor Gignac

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Decision Number: CR576/2021

That the report of the Office of the City Clerk dated December 9, 2021 entitled "Appointment of Integrity Commissioner-City Wide" **BE REFERRED** back to administration at administration's request to allow for further discussion and clarification.

Carried.

Report Number: C 196/2021

Clerk's File: GM/14272

### 11.6. Windsor Public Library - Facility Plan Implementation and Temporary Relocation of Main Branch - Project Completion Report - City Wide

Moved by: Councillor Gignac

Seconded by: Councillor Sleiman

Decision Number: CR577/2201 B33/2021

That the report of the Senior Manager of Engineering / Deputy City Engineer dated July 19, 2021 entitled "Windsor Public Library - Facility Plan Implementation and Temporary Relocation of Main Branch - Project Completion Report – City Wide" **BE REFERRED** back to administration to allow for administration to meet with Windsor Public Library administration to provide specific information related to funding for repair/renewal of the Bookmobile; and,

That the information **BE PROVIDED** for Council's consideration at the January 17, 2022 Council Meeting.

Carried.

Report Number: C 104/2021 & AI 23/2021

Clerk's File: ML/10013

### 8.2. CQ-14-2018 - Cabana Road East / Roseland Public School Pedestrians – Ward 9

Moved by: Councillor McKenzie

Seconded by: Councillor Gill

Decision Number: CR543/2021

That the report of the Policy Analyst dated September 17, 2021 entitled "CQ-14-2018 - Cabana Road East / Roseland Public School Pedestrians – Ward 9" **BE REFERRED** back to administration to allow for further discussion related to the process and warrants in place; and,

That the information **BE PROVIDED** for Council's consideration at the January 17, 2022 Council Meeting.

Carried.

Report Number: C 141/2021

Clerk's File: ST2021

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### 10. PRESENTATIONS AND DELEGATIONS

#### 10.1. Presentation - 2021 Heritage Recognition Video Presentation (K. Tang)

##### Kristina Tang, Heritage Planner

Kristina Tang, Heritage Planner, appears before Council to make a presentation entitled “2021 Heritage Recognition Video Presentation” and provides information related to previous heritage awards presentations and a video related to current honourees as follows:

1. Piero A. Aleo, Vincent Aleo, Patrick J. Ducharme, Stephen P. Ducharme, The Walker Power Building Built Heritage Award Recipient and Heritage Designation Plaque Recipient–325 Devonshire Road
2. Greater Essex County District School Board, J.P. Thompson Architects–John Campbell Public School Built Heritage Award Recipient–1255 Tecumseh Road East
3. Greater Essex County District School Board, J.P. Thompson Architects, ERA Architects—Honourable W.C. Kennedy Collegiate Built Heritage Award Recipient–245 Tecumseh Road East

Moved by: Councillor Holt

Seconded by: Councillor Bortolin

Decision Number: CR570/2021

That the presentation by Kristina Tang, Heritage Planner, entitled “2021 Heritage Recognition Video Presentation” **BE RECEIVED** for information.

Carried.

Clerk’s File: MBA2021

#### 10.2. Presentation - Sponsor Windsor "Partner Recognition Awards" - Annual Presentation Jason Moore

##### Jason Moore, Senior Manager of Communications and Customer Service

Jason Moore, Senior Manager of Communications and Customer Service, appears before Council to present the Sponsor Windsor “Partner Recognition Awards” – Annual Presentation as follows:

- Marcy and Jim Cheetham–Tim Hortons
- Gisele Seguin and Cristina Naccarato–Windsor Regional Hospital Foundation
- Owen Wolters–Publisher and Daniel Gagnon–Sales-WindsoriteDOTca
- Rob Petroni–LiUNA 625! and YUNITY Bluesfest
- Vincent Georgie–University of Windsor
- Dylan Parker–Parker DKI and Shawn Moir–CPC Contents Processing Centre



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**City Council**  
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Moved by: Councillor Francis  
Seconded by: Councillor Gignac

Decision Number: CR571/2021

That the presentation by the Senior Manager of Communications and Customer Service regarding "The Corporation of the City of Windsor's 2021 Sponsor Recognition" **BE RECEIVED FOR INFORMATION**, noting the following recipients:

- Marcy and Jim Cheetham–Tim Hortons
- Gisele Seguin and Cristina Naccarato–Windsor Regional Hospital Foundation
- Owen Wolters–Publisher and Daniel Gagnon–Sales-WindsoriteDOTca
- Rob Petroni–LiUNA 625! and YUNITY Bluesfest
- Vincent Georgie–University of Windsor
- Dylan Parker–Parker DKI and Shawn Moir–CPC Contents Processing Centre

Carried.

Clerk's File: APR2021

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

### **8.24. Street Lighting Policy - City Wide**

Moved by: Councillor Francis  
Seconded by: Councillor Gill

Decision Number: CR565/2021 ETPS 872

That the Street Lighting Policy based on Option 4 (a) of the report, attached as Appendix 1 of this report **BE ADOPTED**; and,

That Council **APPROVE** the establishment of a new reserve fund for enhanced street lighting; and,

That Administration **BE DIRECTED** to report back related to cost implications and differences including Local Improvement Policy implications and effects of the Alley Lighting Policy on the general Street Lighting Policy; and further,

That the report **BE PROVIDED** as soon as possible or at a February 2022 meeting of Council.

Carried.

Councillor Holt voting nay.

Report Number: SCM 384/2021 & S 118/2021  
Clerk's File: SL/14255

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### 12. CONSIDERATION OF COMMITTEE REPORTS

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

Moved by: Councillor Sleiman  
Seconded by: Councillor Bortolin

Decision Number: CR578/2021

That the report of the In Camera meeting held December 20, 2021 **BE ADOPTED** as presented.  
Carried.

Clerk's File: ACO2021

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

Moved by: Councillor Costante  
Seconded by: Councillor Francis

That the following By-laws No. 184-2021 through 196-2021 (inclusive) be introduced and read a first and second time:

**184-2021** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR491/2021 dated November 1, 2021.

**185-2021** A BY-LAW TO ASSUME MCROBBIE CRESCENT FROM TROUP CRESCENT TO TROUP CRESCENT BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-546 KNOWN AS MCROBBIE CRESCENT AND THE MUNICIPAL SERVICES LOCATED THEREIN, IN THE CITY OF WINDSOR authorized by M98-2012 dated February 21, 2012.

**186-2021** A BY-LAW TO ASSUME MCROBBIE ROAD FROM TROUP CRESCENT TO MULBERRY ROAD; TROUP CRESCENT FROM MCROBBIE ROAD TO WILDWOOD DRIVE; URBAN LANE FROM MCROBBIE ROAD TO TROUP CRESCENT; TYLER COURT NORTH OF MULBERRY; AND THE NORTH/SOUTH PORTION OF LEISURE CRESCENT FROM MULBERRY ROAD SOUTH TO LOT 102 12M-533, BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-533 KNOWN AS MCROBBIE ROAD TROUP CRESCENT, URBAN LANE, TYLER COURT AND LEISURE CRESCENT AND THE MUNICIPAL SERVICES LOCATED THEREIN, IN THE CITY OF WINDSOR authorized by M98-2012 dated February 21, 2012.

**187-2021** A BY-LAW TO ADOPT AMENDMENT NO. 150 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR authorized by CR488/2021 dated November 1, 2021.

**188-2021** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR488/2021 dated November 1, 2021.

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**189-2021** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR492/2021 dated November 1, 2021.

**190-2021** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by By-law 77-2015 dated June 1, 2015.

**191-2021** A BY-LAW TO AUTHORIZE SPECIAL CHARGES BEING IMPOSED ON LOTS ABUTTING ON THE LOCAL IMPROVEMENT WORK COMPLETED UNDER BY-LAW 72-2020 ON CALIFORNIA AVENUE FROM PULFORD STREET TO NORFOLK STREET, IN THE CITY OF WINDSOR (**See Item No. 8.6, Report C 184/2021**).

**192-2021** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by By-law 399-2004 dated December 13, 2004.

**193-2021** A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS SIXTH CONCESSION ROAD, IN THE CITY OF WINDSOR authorized by CR76/2011 dated February 28, 2011.

**194-2021** A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS PROVINCIAL ROAD, IN THE CITY OF WINDSOR authorized by CR76/2011 dated February 28, 2011.

**195-2021** A BY-LAW TO ADOPT AMENDMENT NO. 146 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR authorized by CR424/2021 dated October 4, 2021.

**196-2021** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 20th DAY OF DECEMBER, 2021.

Carried.

## 14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Gignac

Seconded by: Councillor Gill

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

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

Carried.

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### 15. NOTICES OF MOTION

Councillor Kaschak gives notice that he intends to introduce a motion for consideration at the January 17, 2022 meeting of Council requesting that City Council advocate and provide written correspondence to the provincial government to take the necessary steps to work with the Federal Government on a bi-lateral agreement to ensure that the National Childcare program be made available to Ontarians.

Clerk's File: GF2021 & GP2021

Councillor Bortolin gives notice that he intends to introduce a motion for consideration at the January 17, 2022 meeting of Council related to City support for the Windsor Essex County Health Unit (WECHU) CTS application moving forward to the Federal Government.

Clerk's File: MH2021

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

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

That the By-laws No. 184-2021 through 196-2021 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

### 17. PETITIONS

Moved by: Councillor McKenzie

Seconded by: Councillor Morrison

Decision Number: CR579/2021

That the petition presented by Councillor Morrison on behalf of the residents of Dandurand Avenue requesting traffic calming due to a speeding problem on Dandurand Avenue primarily from Northwood to Piazza streets **BE RECEIVED** by the Clerk and the Clerk **BE DIRECTED** to forward the petition to the Commissioner, Infrastructure Services for the purpose of an examination of the requested works or undertakings.

Carried.

Clerk's File: ACO/14031

**18. QUESTION PERIOD**

None registered.

**21. ADJOURNMENT**

Moved by: Councillor Costante  
Seconded by: Councillor Francis

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

Carried.

Accordingly, the meeting is adjourned at 2:23 o'clock p.m.

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Mayor

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City Clerk

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Adopted by Council at its meeting held December 20, 2021 (CR578/2021)  
SV/bm

**SPECIAL MEETING OF COUNCIL – IN CAMERA**  
**December 20, 2021**

**Members participating via electronic participation in accordance with Procedure By-law #98-2011 as amended, which allows for electronic participation during a declared emergency.**

**Meeting called to order at: 11:30 a.m.**

**Members in Attendance:**

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

**Also in attendance:**

J. Reynar, Chief Administrative Officer  
J. Payne, Commissioner, Human and Health Services  
C. Nepsy, Commissioner, Infrastructure Services  
J. Mancina, Commissioner, Corporate Services CFO/City Treasurer  
S. Askin-Hager, Commissioner, Legal and Legislative Services  
R. Mensour, Acting Commissioner, Community Services  
S. Vlachodimos, City Clerk  
A. Teliszewsky, Mayor's Chief of Staff  
D. Paladino, Deputy City Solicitor-Risk Management (Item 1)  
V. Mihalo, Executive Director of Human Resources (Item 2)  
D. Cercone, Executive Director of Housing  
T. Moore, Coordinator Housing Administration (Item 3)  
J. Guthrie, Deputy Treasurer Financial Projects (Item 3)  
N. Synnott, CIO/Executive Director Information Technology (Item 1)

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

4. Personal Matter – about an identifiable individual.

Motion Carried.

Verbal Motion is presented by Councillor Morrison, seconded by Councillor Holt, to move in Camera for discussion of the following items, adding Item 4:

<u>Item No.</u>	<u>Subject</u>	<u>Section – Pursuant to Municipal Act, 2001, as amended</u>
1.	Property matter – security of the property of the Corporation	239(2)(a)
2.	Personal matter – pay equity	239(2)(b)(e)
3.	Property matter/plan – update	239(2)(j)
4.	Personal matter – about an identifiable individual - ADDED	239(2)(b)

Motion Carried.

### Declarations of Pecuniary Interest:

None declared.

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

Meeting recesses at 11:59 a.m.

Meeting reconvenes in open session at 1:01 p.m.

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

**Motion Carried.**

**\*\*SEE NOTE BELOW**

**Moved by Councillor Costante, seconded by Councillor Bortolin,**

**THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held December 20, 2021, directly to Council for consideration at the next Regular Meeting.**

1. That the confidential report from the Deputy City Solicitor – Purchasing, Risk Management and POA, CIO/Executive Director of Information Technology, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – security of the property of the Corporation **BE RECEIVED FOR INFORMATION**, and that Administration **BE DIRECTED TO PROCEED** in accordance with the verbal direction of Council.

2. That the confidential report from the Executive Director of Human Resources, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a personal matter – pay equity **BE RECEIVED FOR INFORMATION**.

3. That the confidential report from the Coordinator of Housing Administration and Development, Deputy Treasurer Taxation and Financial Projects, Executive Director of Housing and Children’s Services, Commissioner, Human and Health Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter/plan – update **BE RECEIVED FOR INFORMATION**.

4. That the verbal update from the City Clerk, Commissioner, Legal and Legislative Services and Chief Administrative Officer regarding a personal matter about an identifiable individual **BE RECEIVED FOR INFORMATION**.

**Motion Carried.**



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Moved by Councillor Gignac, seconded by Councillor Sleiman,  
That the special meeting of council held December 20, 2021 BE ADJOURNED.

(Time: 1:02 p.m.)

Motion Carried.

**\*\*CLERK'S NOTE:** The transmittal motion and final votes were held in the open session of Council on December 20, 2021.



## Correspondence Report: CMC 1/2022

## ATTACHMENTS

Subject: Correspondence January 17, 2022

No.	Sender	Subject
7.1.1.	Minister of the Environment, Conservation and Parks  AND  Chief Drinking Water Inspector	Minister's Annual Report on Drinking Water (2021)  AND  2020-2021 Chief Drinking Water Inspector Annual Report  Commissioner, Infrastructure Services Senior Manager, Pollution Control/ Deputy City Engineer GP2022 Note & File
7.1.2.	Ministry of Health	Letter regarding Isolation and Recovery Centre for migrant workers  Commissioner, Human & Health Services Fire Chief MH/13786 Note & File
7.1.3.	Member of Parliament (MP) – Windsor West	Letter regarding funding for Safe Voluntary Isolation Sites Program (SVIS)  Commissioner, Human & Health Services Fire Chief MH/13786 Note & File

No.	Sender	Subject
7.1.4.	Member of Provincial Parliament (MPP) - Windsor West  AND  Ministry of Municipal Affairs and Housing	Letters regarding the expiry of funding for housing programs in Ontario  Commissioner, Human & Health Services Executive Director, Housing & Children Services GP2022 Note & File
7.1.5.	County of Essex	Letter regarding Consideration for support for Windsor-Essex Workers  GM2022 Note & File
7.1.6.	County of Essex	Letter regarding Small Business Support in Essex-Windsor  GM2022 Note & File
7.1.7.	Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)	AMCTO Advocacy Update regarding Joint and Several Liability Reform  Commissioner, Legal & Legislative Services Commissioner, Corporate Services, Chief Financial Officer/City Treasurer Deputy City Solicitor – Purchasing, Risk Management, and Provincial Offences GM2022 COUNCIL DIRECTION REQUESTED, otherwise Note & File
7.1.8.	Association of Municipalities Ontario (AMO)  AND  Town of Amherstburg  AND  NJ Peralta Engineering	AMO Call to Action regarding CN Rail and Drainage  Commissioner, Infrastructure Services Engineer III GM2022 COUNCIL DIRECTION REQUESTED, otherwise Note & File

No.	Sender	Subject
7.1.9.	Local 444 UNIFOR	<p>Letter regarding Gaming Industry Workers in Windsor</p> <p style="text-align: right;">MH/13786 COUNCIL DIRECTION REQUESTED, otherwise Note &amp; File</p>
7.1.10.	City Planner/ Executive Director	<p>Application for Draft Plan of Subdivision/ Condominium Application, Bellocorp Inc., 0, 1095, &amp; 1185 North Talbot Road, Application to approve a Plan of Subdivision with 34 residential unit</p> <p style="text-align: right;">Z/14278 Note &amp; File</p>
7.1.11.	City Planner/ Executive Director	<p>Application for Zoning Amendment, City of Windsor, 542 Dougall Avenue, Application to amend Zoning By-law 8600 to allow for the construction of a single unit dwelling</p> <p style="text-align: right;">Z/14280 Note &amp; File</p>
7.1.12.	City Planner/ Executive Director	<p>Application for Zoning Amendment, Avant Group Inc., 659 Alexandrine Street, Application to amend Zoning By-law 8600 to allow for the construction of a townhome dwelling with four dwelling units with attached garages</p> <p style="text-align: right;">Z/14281 Note &amp; File</p>
7.1.13.	City Planner/ Executive Director	<p>Application for Zoning Amendment, 1731952 Ontario Ltd., 987 &amp; 1003 California Avenue, Application to amend Zoning By-law 8600 to allow construction of two townhouse dwellings with three units each</p> <p style="text-align: right;">Z/14277 Note &amp; File</p>

No.	Sender	Subject
7.1.14.	Committee of Adjustment / Consent Authority	Applications to be heard by the Committee of Adjustment / Consent Authority, Thursday, January 20, 2022 at, 3:30 p.m., through Electronic Meeting Participation  <div style="text-align: right;">Z2022 Note &amp; File</div>

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**From:** Minister, MECP (MECP) <[Minister.MECP@ontario.ca](mailto:Minister.MECP@ontario.ca)>

**Sent:** Thursday, December 23, 2021 1:23 PM

**To:** clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>

**Subject:** Minister's Annual Report on Drinking Water 2021 and 2020-21 Chief Drinking Water Inspector Annual Report / Le rapport annuel 2021 du ministre sur l'eau potable et le rapport annuel 2020-21 de l'inspectrice en chef de l'eau potable

**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.

As Minister of the Environment, Conservation and Parks, I'm pleased to release my [annual report](#) on drinking water and confirm that Ontario's drinking water continues to be among the best protected in the world.

The 2020-21 data shows that 99.9 per cent of more than 505,000 test results from municipal residential drinking water systems met Ontario's stringent drinking water quality standards.

Today, the ministry also released the [Chief Drinking Water Inspector's Annual Report](#), which provides an overview of the ministry's progress during 2020-21 and includes in-depth information on the performance of Ontario's drinking water systems and licensed laboratories. You can also visit [ontario.ca](http://ontario.ca) to see the supporting [drinking water quality and enforcement data](#).

These reports demonstrate the positive results of Ontario's ongoing actions to help ensure drinking water sources remain secure and reliable.

Effective drinking water protection in all jurisdictions and corners of the province is only possible through collaborative effort. I am very proud of all the work the Ministry of the Environment, Conservation and Parks staff are doing with conservation authorities, municipalities, Indigenous communities, the Ontario Clean Water Agency, water associations and the Walkerton Clean Water Centre to keep our drinking water clean and safe, and I thank our partners for their many efforts.

The people of Ontario value safe water to drink, clean air to breathe and well-protected lands and greenspaces. The Government of Ontario is committed to protecting these important environmental resources today and for generations to come.

Sincerely,

David Piccini  
Minister of the Environment, Conservation and Parks

---

**From:** McMichael, Rhonda (MOH) <[Rhonda.McMichael@ontario.ca](mailto:Rhonda.McMichael@ontario.ca)>  
**Sent:** Thursday, January 6, 2022 1:34 PM  
**To:** Alchin, Amanda <[aalchin@citywindsor.ca](mailto:aalchin@citywindsor.ca)>  
**Cc:** Ahmed, Wajid (MOH) <[Wajid.Ahmed@ontario.ca](mailto:Wajid.Ahmed@ontario.ca)>; Vlachodimos, Steve <[svlachodimos@citywindsor.ca](mailto:svlachodimos@citywindsor.ca)>; Ciacelli, Anna <[aciacelli@citywindsor.ca](mailto:aciacelli@citywindsor.ca)>; Langlois, James (MOH) <[James.Langlois2@ontario.ca](mailto:James.Langlois2@ontario.ca)>; Warring, Carrie (MOH) <[Carrie.Warring@ontario.ca](mailto:Carrie.Warring@ontario.ca)>  
**Subject:** December 20, 2021 Meeting of Windsor City Council - Letter from City Clerk

**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.

Dear Ms. Alchin,

Thank you for your email sent to the Chief Medical Officer of Health on January 4, 2022 related to the resolution passed by the Windsor City Council and letter sent to Federal Ministers regarding the Isolation and Recovery Centre. I would like to acknowledge receipt of the letter and affirm our support for the City of Windsor in requesting the funding extension through the Public Health Agency of Canada.

On behalf of the Ministry of Health, I would like to extend our gratitude in the planning and preparation locally to ensure the safety of International Agriculture Workers. We will continue to monitor high risk sectors and settings, and continue to support our provincial and local partners.

With thanks,  
Rhonda McMichael

**Rhonda McMichael** (*she/her*)  
Assistant Deputy Minister, Population Health Initiatives  
Ministry of Health  
Government of Ontario  
437-771-4275

---

**From:** Alchin, Amanda <[aalchin@citywindsor.ca](mailto:aalchin@citywindsor.ca)>  
**Sent:** January 4, 2022 3:33 PM  
**To:** CMOH <[CMOH@ontario.ca](mailto:CMOH@ontario.ca)>; Ahmed, Wajid (MOH) <[Wajid.Ahmed@ontario.ca](mailto:Wajid.Ahmed@ontario.ca)>; 'Idamphouse@wechu.org' <[Idamphouse@wechu.org](mailto:Idamphouse@wechu.org)>  
**Cc:** Vlachodimos, Steve <[svlachodimos@citywindsor.ca](mailto:svlachodimos@citywindsor.ca)>; Ciacelli, Anna <[aciacelli@citywindsor.ca](mailto:aciacelli@citywindsor.ca)>  
**Subject:** December 20, 2021 Meeting of Windsor City Council - Letter from City Clerk

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Good afternoon,

Please find a letter written by City Clerk of the City of Windsor regarding a resolution that was passed at the December 20, 2021 City Council meeting related to the Isolation and Recovery Centre (IRC) for migrant workers in Windsor-Essex County.

All the best,

**Amanda Alchin | Council Resolutions Coordinator**



Council Services, Office of the City Clerk

350 City Hall Sq. W. | Suite #530

Windsor, ON | N9A 6S1

(519) 255-6100 ext. 6367

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

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COUNCIL SERVICES DEPARTMENT

IN REPLY, PLEASE REFER  
TO OUR FILE NO. MM/13786

December 21, 2021

Hon. Jean-Yves Duclos  
Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6

Hon. Carolyn Bennett  
Minister of Mental Health and Addictions and Associate Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6

Hon. Sean Fraser  
Minister of Immigration, Refugees, and Citizenship  
House of Commons  
Ottawa, ON K1A 0A6

Hon. Marco Mendicino  
Minister of Public Safety  
House of Commons  
Ottawa, ON K1A 0A6

Hon. Marie-Claude Bibeau  
Minister of Agriculture and Agri-Food  
House of Commons  
Ottawa, ON K1A 0A6

Dear Ministers,

Windsor City Council, at its meeting held December 20, 2021, adopted the following resolution:

That the correspondence items from the Essex Windsor EMS, Erie Shores Healthcare dated December 7, 2021 and Member of Parliament (MP) – Chatham-Kent – Leamington dated December 15, 2021 regarding COVID-19 and temporary foreign agricultural workers **BE RECEIVED** for information; and further,

That Administration **BE DIRECTED** to send a letter to the Federal Government regarding the Temporary Foreign Agricultural Workers requesting that changes be made as soon as possible related to mandatory immunization immediately upon

entry into Canada, as well as extending funding for the Isolation and Recovery Centre (IRC) for migrant workers beyond March 31, 2022.  
Carried.

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

Sincerely,



Steve Vlachodimos  
City Clerk and Senior Manager of Council Services  
SV/aa

Cc: Hon. Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs  
Hon. Monte McNaughton, Minister of Labour, Training and Skills Development  
Hon. Christine Elliott, Minister of Health  
Mr. Irek Kusmierczyk, Member of Parliament, Windsor-Tecumseh  
Mr. Chris Lewis, Member of Parliament, Essex  
Mr. Brian Masse, Member of Parliament, Windsor West  
Bruce Krauter, Chief of Essex Windsor EMS



December 7, 2021

To: Hon. Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs  
 Hon. Monte McNaughton, Minister of Labour, Training and Skills Development  
 Hon. Christine Elliott, Minister of Health

**Re: COVID-19 and Temporary Foreign Agricultural Workers**

We hope all is well with you, your family and your colleagues. Without a doubt, the past 21 months have been some of the most challenging any of us have ever seen — and we know that is also the case for you and your colleagues on Parliament Hill. Thank you so much for your hard work and service to our Province in helping us navigate this pandemic. With the Omicron variant now firmly rooted and spreading in Ontario, with cases rising and ICUs filling up, we certainly all know the threat is far from gone.

As you know, our region has been hit hard by COVID and temporary foreign agricultural workers (TFAWs) — (<https://www.cbc.ca/news/canada/windsor/province-deploys-emergency-management-team-windsor-essex-agri-farm-sector-covid19-1.5636746>) — and the risk has not gone away. As we speak, our region has some of the highest positivity rates in Ontario – almost five times higher than the provincial average.

We were very encouraged to see the Government of Canada's proposal of new regulations to improve protection of TFAWs this past summer. (Source: <https://bit.ly/3dsyffD>)

With all that as a precursor, we are reaching out with hopes of continuing the collaboration related to the topic of how we can work together to continue addressing our region's ongoing challenges regarding COVID-19 and TFAWs here in southwestern Ontario. We are connecting in the spirit of the recommendations made in this year's Ontario's Deputy Chief Coroner's Review: COVID-19 Related Deaths of Temporary Foreign Agricultural Workers. (Source: <https://bit.ly/3EJrn9y>)

Both the Government of Canada, Province of Ontario and our organizations were participants in this process as we know we are all committed to the conclusion that we jointly coordinate to "...create a strategy to improve conditions for TFAWs."

We are facing a series of challenges that we are hoping to discuss with you at your earliest convenience. They centre around the fact that the influx of agri-workers begins again in just over a month, on January 15, 2022, at a time when we are seeing rising case counts in Windsor and Essex County and the Omicron variant is on the rise:

☎ 519-776-6441  
 TTY 1-877-624-4832

📍 360 Fairview Ave. W.  
 Suite # 218 Essex, ON N8M 1Y6

💻 [countyofessex.ca](http://countyofessex.ca)

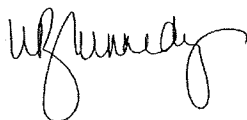
1. The Isolation and Recovery Center (IRC) for migrant workers in Windsor-Essex County is scheduled to close on March 31, 2022, when federal financing is no longer available. There are approximately 2,500 agri-workers that have been cared for at the IRC and at two additional isolation hotels in Leamington (prior to the IRC opening). We believe that an extension of financing to support our fight against COVID would be beneficial.
2. Our Community Response and Stabilization Team has been hard at work in collaboration with the Windsor-Essex County Health Unit, addressing the needs of the community. 7,538 TFWs have gotten at least one dose of the vaccine, while 7,113 TFAWs have undergone the entire regimen of vaccination. We are concerned that not all agri-workers have access to the COVID-19 vaccine in their home country, and that there is a danger that one will arrive in the Canada without being protected. We would like to see a model where an agri-first worker's dosage of the COVID-19 vaccination is administered to him or her upon entry into Canada.

As the Executive Leads in Windsor-Essex County for the Agri-Sector COVID-19 response, we believe what is needed at this time, given the sustained risk to not only our region, but also our province and country, is a funding extension for the IRC. We also believe enhanced vaccination practices and processes for TFWs would be a substantial mitigation tactic.

At your earliest convenience - keeping in mind some of the urgent timing issues related to these risks - we respectfully request some time over the phone or via video to discuss these issues and how we can collaborate to address them.

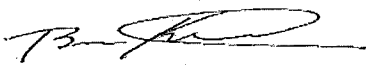
Sincerely,

Kristin Kennedy  
President & CEO, Erie Shores HealthCare



Bruce Krauter

Chief, Essex Windsor EMS



CC:

Hon. Daye Epp, MP  
Hon. Irek Kusmierczyk, MP

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December 15, 2021



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

Hon. Jean-Yves Duclos, Minister of Health  
Hon. Carolyn Bennett, Minister of Mental Health and Addictions and Associate Minister of Health;  
Hon. Sean Fraser, Minister of Immigration, Refugees, and Citizenship;  
Hon. Marco Mendicino, Minister of Public Safety;  
Hon. Marie-Claude Bibeau, Minister of Agriculture and Agri-Food;

Dear Ministers,

I am writing to you today concerning COVID-19 and the Temporary Foreign Agricultural Workers. Currently, the Isolation and Recovery Center for migrant workers in Windsor-Essex County is scheduled to close on March 31<sup>st</sup>, 2022.

The President & CEO of Erie Shores HealthCare, Kristin Kennedy, as well as the Chief of the Essex Windsor EMS, Bruce Krauter, are recommending that the funding for this center be extended.

I have included their letter below which fully outlines the challenges the region is facing and the rationale behind their request.

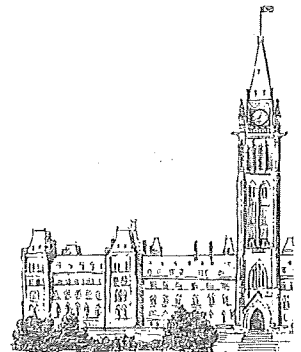
Thank you for your consideration, and kindly copy my office on any response provided to Ms. Kennedy and Mr. Krauter.

Sincerely,

A handwritten signature in cursive script that reads "Dave Epp".

Dave Epp, MP  
Chatham-Kent—Leamington

Cc: Irek Kusmierczyk, MP, Windsor—Tecumseh





December 7, 2021

To: Hon. Jean-Yves Duclos, Minister of Health  
Hon. Carolyn Bennett, Minister of Mental Health and Addictions and Associate Minister of Health  
Hon. Sean Fraser, Minister of Immigration, Refugees, and Citizenship  
Hon. Marco Mendicino, Minister of Public Safety  
Hon. Marie-Claude Bibeau, Minister of Agriculture and Agri-Food

**Re: COVID-19 and Temporary Foreign Agricultural Workers**

---

We hope all is well with you, your family and your colleagues. Without a doubt, the past 21 months have been some of the most challenging any of us have ever seen — and we know that is also the case for you and your colleagues on Parliament Hill. Thank you so much for your hard work and service to our country in helping us navigate this pandemic. With the Omicron variant now firmly rooted and spreading in Canada, with cases rising and ICUs filling up, we certainly all know the threat is far from gone.

As you know, our region has been hit hard by COVID and temporary foreign agricultural workers (TFAWs) — (<https://www.cbc.ca/news/canada/windsor/province-deploys-emergency-management-team-windsor-essex-agri-farm-sector-covid19-1.5636746>) — and the risk has not gone away. As we speak, our region has some of the highest positivity rates in Ontario — almost five times higher than the provincial average.

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With all that as a precursor, we are reaching out with hopes of continuing the collaboration related to the topic of how we can work together to continue addressing our region's ongoing challenges regarding COVID-19 and TFAWs here in southwestern Ontario. We are connecting in the spirit of the recommendations made in this year's Ontario's Deputy Chief Coroner's Review: COVID-19 Related Deaths of Temporary Foreign Agricultural Workers. (Source: <https://bit.ly/3EJrn9y>)

Both the Government of Canada and our organizations were participants in this process as we know we are all committed to the conclusion that we jointly coordinate to "...create a strategy to improve conditions for TFAWs."

We are facing a series of challenges that we are hoping to discuss with you at your earliest convenience. They centre around the fact that the influx of agri-workers begins

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again in just over a month, on January 15, 2022, at a time when we are seeing rising case counts in Windsor and Essex County and the Omicron variant is on the rise:

1. The Isolation and Recovery Center (IRC) for migrant workers in Windsor-Essex County is scheduled to close on March 31, 2022, when federal financing is no longer available. There are approximately 2,500 agri-workers that have been cared for at the IRC and at two additional isolation hotels in Leamington (prior to the IRC opening). We believe that an extension of financing to support our fight against COVID would be beneficial.
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As the Executive Leads in Windsor-Essex County for the Agri-Sector COVID-19 response, we believe what is needed at this time, given the sustained risk to not only our region, but also our province and country, is a funding extension for the IRC. We also believe enhanced vaccination practices and processes for TFWs would be a substantial mitigation tactic.

At your earliest convenience - keeping in mind some of the urgent timing issues related to these risks - we respectfully request some time over the phone or via video to discuss these issues and how we can collaborate to address them.

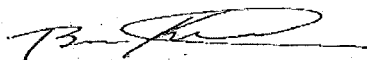
Sincerely,

Kristin Kennedy  
President & CEO, Erie Shores HealthCare



Bruce Krauter

Chief, Essex Windsor EMS



CC:

Hon. Dave Epp, MP  
Hon. Irek Kusmierczyk, MP

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*Brian Masse*

Member of Parliament  
(Windsor West)



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

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*Ottawa*

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House of Commons  
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Tel: (613) 996-1541  
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brian.masse@parl.gc.ca

January 11, 2021

The Honourable Jean-Yves Duclos, MP  
Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6

The Honourable Carla Qualtrough, MP  
Minister of Employment, Workforce Development and Disability Inclusion  
House of Commons  
Ottawa, ON K1A 0A6

Dear Ministers,

I am writing today to support the City of Windsor's need for continued funding from Safe Voluntary Isolation Sites program (SVIS). As we are now in the Omicron wave of the COVID pandemic, the need for services and facilities that were essential in previous waves continue. Migrant farm workers are integral and essential for Canada's food supply. Approximately 20,000 migrant workers come to Ontario each year to work on farms and in greenhouses - many of them from Mexico, Guatemala, and the Caribbean. The COVID-19 pandemic has had a significant impact on migrant farm workers with outbreaks occurring on several farms in the Essex region. During the earlier part of the public health emergency two workers passed away, 31-year-old Bonifacio Eugenio Romero died on May 30, 2020 and 24-year-old Rogelio Muñoz Santos died on June 5, 2020.

Both were Mexican migrant farm workers who died of COVID-19 in Windsor, Ontario. The isolation centre to help combat COVID 19 is a fundamental public health measure and is part of the strategy to address it. The Federal government had been paying the Canadian Red Cross, to manage the Migrant Farm Workers Isolation Centre in Windsor-Essex, with the provincial government providing support and coordination, however the funding arrangement with the Red Cross expired on September 30, 2020. The City of Windsor has taken over its operation since then, demonstrating local leadership, with the federal government continuing to fund this centre since it is their responsibility.

At present, Covid cases in Essex County have overwhelmed capacity at the facility



leading the Red Cross and the Public Health Agency of Canada (PHAC) to now look to additional hotels for the current caseload. There have been multiple new outbreaks, in approximately 16 bunkhouses with an average of 22 people per bunkhouse. This would exceed the capacity of the new hotel which will not be online for days. Unfortunately, hotel owners are reticent to provide access to additional locations which might trigger the need for the local public health authority to use powers under the Public Health Act to commandeer a local hotel for this purpose. Additionally, while PHAC said funds allocated can only be used until March 31, the need for the facility will exist past this date.

Accordingly, I support the City of Windsor's request for secure federal funding to meet the present needs and a federal commitment to fund its operation past March 31st. Furthermore, an application process for funding through the SVIS program to continue to operate the isolation centre needs to be initiated immediately.

I understand that this is a challenging and complex situation but anticipating and engaging in all possibilities will strengthen public trust and confidence. This public health emergency requires all Canadians, people, businesses, civil society, and all levels of government to work together and engaging in endeavours to make the situation less burdensome on all of us. It is an opportunity to demonstrate unity and perseverance in the face of this crisis.

I appreciate your time and attention to this request. I look forward to your response.

Yours truly,



Brian Masse MP

Windsor West

NDP Innovation, International Trade, Economic Development, and Great Lakes Critic

Cc: Mayor Dilkens, City of Windsor

Ministry of  
Municipal Affairs  
and Housing

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

Ministère des  
Affaires municipales  
et du Logement

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2022-144

January 13, 2022

Lisa Gretzky, MPP  
Windsor West  
[LGretzky-QP@ndp.on.ca](mailto:LGretzky-QP@ndp.on.ca)

Dear MPP Gretzky:

Thank you for your letter regarding housing and homelessness programs in your riding. Premier Doug Ford shared with me your letter and as Minister of Municipal Affairs and Housing, I am pleased to respond on his behalf and provide you with a clarification on these programs.

Since day one of our mandate and throughout the COVID-19 pandemic, our government has stood shoulder-to-shoulder with our municipal and housing partners to ensure they have the supports and resources they need to ensure all Ontarians, especially our most vulnerable, can access safe, stable, and affordable housing.

That is why the City of Windsor has been allocated nearly \$35 million in housing and homelessness funding in 2021-22. This includes \$7.7 million the city has been allocated in 2021-22 as part of the Social Services Relief Fund (SSRF) and \$2.4 million in 2021-22 under the Ontario Priorities Housing Initiative (OPHI), which can be used to build new housing units as well as for housing allowances and rent supplements that help make housing more affordable and keep people in their homes. Through SSRF, our government is providing over \$1 billion to municipal service managers and Indigenous program administrators to create long-term housing solutions for our most vulnerable, and is one of the biggest investments the province has made in affordable housing and homelessness supports in Ontario's history.

**Regarding the specific programs you mentioned in your letter, I can confirm that funding for these programs is not expiring at the end of March 2022.**

With respect to the Investment in Affordable Housing (IAH), Social Infrastructure Fund (SIF), and Anti-Human Trafficking (which was part of IAH/SIF) programs, it should be noted that, while these programs ended in 2019, service managers can use the funds for housing allowances and/or rent supplements until March 31, 2024.

With respect to the OPHI – a program which is based on the former IAH and is very similar in its design – it is important to note that allocations for 2022-23 were shared with service managers last summer to provide the certainty that funding is continuing.

Finally, through Canada-Ontario Housing Benefit (COHB), Windsor has a planned allocation of \$1.228 million to help new applicants in 2022-23 with portable rental assistance, to ensure these individuals can access housing or remain in their homes.

I hope this letter clarifies the nature and sustainability of these programs and provides you with the most up-to-date information for your constituents. Please let me know if you have any further questions and accept my best wishes.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark  
Minister



January 12, 2022

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building - Queen's Park  
Toronto ON M7A 1A1

Dear Premier Ford,

I am writing to you to urgently address the lack of funding for housing in the province of Ontario. As you are aware several housing programs are set to expire with no funding renewal announcement in sight. Funding for six programs is set to expire in the next several years. Both the Investment in Affordable Housing (IAH) and the Ontario Priorities Housing Initiative (OHI-HA) will expire on March 31, 2022. 88 households in Windsor alone will lose funding at the end of March 2022 if you do not take action immediately.

Hundreds of families are at risk of homelessness, many of which are people in crisis, persons with disabilities, survivors of domestic violence, seniors and those that are identified as working poor. Some currently reside in supportive housing. A total loss of \$3,355,000 is estimated for Windsor Essex by 2024. These figures do not include the 5,000 people on the affordable housing waitlist or the almost 500 households experiencing homelessness in Windsor Essex.

The City of Windsor has identified that they will be forced to use previously allocated funding that would otherwise fund initiatives for other homeless and housing subsidies if these provincial programs are not renewed. They cannot afford to subsidize the loss of all six programs, leading to evictions and further strains on our shelters.

Windsor, much like many cities in Ontario, is experiencing a housing crisis. The cost of living is increasing at a rapid rate. Municipalities are in dire need of provincial support to address ongoing affordable housing constraints. Housing is a human right. No one should have to experience life without a place to call home.

I implore you to act immediately and not only renew the funding for these expiring programs but provide additional funding to address the housing crisis and homelessness in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Gretzky". The signature is fluid and cursive, with a large initial "L" and "G".

Lisa Gretzky MPP  
Windsor West

CC: Steve Clark, Minister of Municipal Affairs and Housing  
Drew Dilkens, Mayor of Windsor  
Fred Francis, City Councillor, Ward 1  
Fabio Costante, City Councillor, Ward 2  
Rino Bortolin, City Councillor, Ward 3  
Chris Holt, City Councillor, Ward 4  
Ed Sleiman, City Councillor, Ward 5  
Jo-Anne Gignac, City Councillor, Ward 6  
Jeeven Gill, City Councillor, Ward 7  
Gary Kaschak, City Councillor, Ward 8  
Kieran McKenzie, City Councillor, Ward 9  
Jim Morrison, City Councillor, Ward 10



Gary McNamara  
Essex County Warden  
The Corporation of the County of Essex

January 6, 2022

The Honourable Chrystia Freeland  
Deputy Prime Minister and Minister of Finance  
House of Commons  
Ottawa, ON K1A 0A6

**Re: Consideration for support for Windsor-Essex Workers**

---

Dear Minister,

I would like to begin by thanking you for everything you and your government have done and are doing in response to the COVID-19 pandemic. These are challenging, unprecedented times. I know you have had to make difficult decisions based on ever-changing circumstances and I know you have made them in the best interests of the people you were elected to serve.

As you know, decisions that have rightly been made in the best interest of public health can have negative economic consequences, particularly in regions like Windsor-Essex that are heavily reliant on cross-border commerce and the tourism and hospitality sector. Your government has addressed these issues with now-expired support programs for individuals and small business, but the need for additional assistance in our hard-hit region is urgent and growing.

In particular, pandemic-related disruptions and restrictions are severely impacting the thousands of residents who work for two of the region's largest employers: Caesars Windsor and the Stellantis Windsor Assembly Plant. The economic hardships endured by these workers are felt by their spouses and their children and the community at large. The diminishment of so much collective spending power has a cascading impact on our local economy, negatively affecting retail shops and the service industry.

The 1,400 employees at Caesars Windsor have essentially been off work since the beginning of this pandemic and have relied on programs like the Canada Recovery Benefit to feed their families and pay their mortgages. That program has ended but the pandemic has not and now the casino has been closed again.

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TTY 1-877-624-4832

📍 360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

🌐 countyofessex.ca

It is absolutely essential these workers are not left behind as new restrictions are implemented in response to the Omicron variant. I implore your government to ensure the gaming industry is included in the new Tourism and Hospitality Recovery Program and that it covers workers who are on furlough. I would encourage you to provide other supports as well to ensure the wellbeing of these workers and their families and to ensure they are available to work when our economy fully reopens.

Workers at Windsor Assembly Plant have likewise been severely impacted by the pandemic and its associated supply-chain issues, with the plant frequently idled for weeks at a time. This plant and its feeder plants have lost an entire shift, affecting thousands of workers. Even at two shifts, pandemic-related disruptions mean the plants have actually been down three times more than they've been operating.

There were 600 auto workers on layoff in the autumn and that number will explode to 2,400 when another shift is cancelled in April. Those numbers are sobering and a clear indicator that the auto-industry in Windsor-Essex should qualify under your government's Hardest-Hit Business Recovery Program.

Your government's Canada Emergency Wage Subsidy Program helped these workers through difficult times, but these hard times persist and the new HHBR program offers a significantly lower wage subsidy. Failing to include the auto industry and failing to boost the subsidy to the same 75 per cent level as the CEWS program will have a devastating impact on these workers and our local economy.

In closing, I would again like to thank you for everything your government has done to protect Canadians and support our economy in the face of this generational health crisis. The workers of Windsor-Essex are committed to winning the fight against COVID-19 and in need of additional supports from your government to see them safely through this storm.

Sincerely yours,




Gary McNamara  
Warden, County of Essex

Consideration for support for Windsor-Essex Workers  
January 6, 2022

---

CC:

Mike Galloway, CAO, County of Essex  
Chris Lewis, MP, Essex ([chris.lewis@parl.gc.ca](mailto:chris.lewis@parl.gc.ca))  
David Epp, MP, Chatham-Kent-Leamington ([dave.epp@parl.gc.ca](mailto:dave.epp@parl.gc.ca))  
Irek Kusmierczyk, MP ([irek.kusmierczyk@parl.gc.ca](mailto:irek.kusmierczyk@parl.gc.ca))  
Brian Masse, MP, Windsor-Essex ([brian.masse@parl.gc.ca](mailto:brian.masse@parl.gc.ca) )  
Taras Natyshak, MPP, Essex ([tnatyshak-gp@ndp.on.ca](mailto:tnatyshak-gp@ndp.on.ca))  
Rick Nicholls, MPP, Chatham-Kent-Essex ([rick.nicholls@pc.ola.org](mailto:rick.nicholls@pc.ola.org))  
Percy Hatfield, MPP, Windsor-Tecumseh ([Phatfield-gp@ndp.on.ca](mailto:Phatfield-gp@ndp.on.ca))  
All Essex County Municipalities  
City of Windsor  
David Cassidy, President, Unifor Local 444 ([dcassidy@uni444.ca](mailto:dcassidy@uni444.ca))

 519-776-6441 ext. 1327  
TTY 1-877-624-4832

 360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

 [countyofessex.ca](http://countyofessex.ca)



County of  
Essex

Gary McNamara  
Essex County Warden  
The Corporation of the County of Essex

January 7, 2022

Premier Doug Ford  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1

Dear Premier,

**Re:** Small Business Support in Essex-Windsor

---

We are writing to you on behalf of the small businesses in the Essex-Windsor region struggling to keep their doors open in the face of further public health restrictions that continue to increase costs while drastically diminishing the ability to generate revenue. There is a very real risk of widespread closures in a region like ours that is so heavily reliant on cross-border commerce and the tourism and hospitality sector.

We were heartened by your government's announcement Friday that it will provide a \$10,000 grant for eligible businesses subject to closures under the modified Step Two of the Roadmap to Reopen, as well as your commitment to providing electricity-rate relief for businesses and workers and families spending more time at home.

We agree with Vic Fedeli, Minister of Economic Development, Job Creation and Trade that "small businesses, job creators and the entrepreneurial spirit are the backbone of Ontario's economy" and encourage you to consider providing additional supports to struggling businesses in Essex-Windsor.

The rise of the Omicron variant has had a devastating impact on local businesses, who were already struggling two years into this pandemic. Not only must these businesses deal with closures, capacity restrictions and the cost of implementing vaccine certificate protocols, but also with members of the public who are reluctant to shop local as they perceive it safer and more convenient to shop online.

Even before Omicron, nearly two-thirds of small businesses across Canada had not seen sales return to normal levels. And, of this group, nearly a quarter report their business may fail within the next six months. The need for significant and immediate financial help is critical.

☎ 519-776-6441 ext. 1327  
TTY 1-877-624-4832

📍 360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

🌐 countyofessex.ca



## Small Business Support in Essex-Windsor

January 7, 2022

We urge your government to:

1. Expedite the rollout of the just-announced Ontario Small Business Support Grant and make it easy for small businesses to access.
2. Consider boosting the supports available under that program as well as implementing additional support programs for small business.
3. Provide small businesses immediate access to the government portal for grants and subsidies.
4. Urge the Federal Government to work with the Province to reinstate the commercial rent assistance program
5. Provide financial assistance to businesses to implement new vaccine certificate protocols (implementing new QR code reader, staffing people to check vaccine passports, etc.)

Rapid action and significant support is needed to avoid a wave of small business closures in Essex-Windsor and we urge you to push both privately and publicly for these measures.

Sincerely,



Gary McNamara  
Warden



Chief Administrative Officer

Cc; The Hon. Doug Ford, Premier of Ontario ([doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org))  
The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade ([vic.fedeli@pc.ola.org](mailto:vic.fedeli@pc.ola.org))  
The Hon. Nina Tangri, Associate Minister of Small Business and Red Tape Reduction ([nina.tangri@pc.old.org](mailto:nina.tangri@pc.old.org))  
The Hon. Peter Bethlenfalvy, Minister of Finance ([peter.bethlenfalvy@pc.ola.org](mailto:peter.bethlenfalvy@pc.ola.org))  
Taras Natyshak, MPP, Essex ([tnatyshak-qp@ndp.on.ca](mailto:tnatyshak-qp@ndp.on.ca))  
Rick Nicholls, MPP, Chatham-Kent-Essex ([rick.nicholls@pc.ola.org](mailto:rick.nicholls@pc.ola.org))  
Percy Hatfield, MPP, Windsor-Tecumseh ([Phatfield-qp@ndp.on.ca](mailto:Phatfield-qp@ndp.on.ca))  
Essex County Local Municipalities (Clerks by email)

519-776-6441 ext. 1327  
TTY 1-877-624-4832

360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

[countyofessex.ca](http://countyofessex.ca)

Small Business Support in Essex-Windsor  
January 7, 2022


City of Windsor (Clerks Office by email)

Rakesh Naidu, CEO, Windsor-Essex Chamber of Commerce  
([rnaidu@windsoressexchamber.org](mailto:rnaidu@windsoressexchamber.org))

Gordon Orr, CEO, Tourism Windsor-Essex ([gorr@tourismwindsoressex.com](mailto:gorr@tourismwindsoressex.com))

Michelle E. DiEmanuele, Secretary of the Cabinet ([M.DiEmanuele@ontario.ca](mailto:M.DiEmanuele@ontario.ca))

Greg Orencsak, Deputy Minister of Finance ([greg.orencsak@ontario.ca](mailto:greg.orencsak@ontario.ca))

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**From:** AMCTO | The Municipal Experts <[broadcasts@amcto.com](mailto:broadcasts@amcto.com)>  
**Sent:** Thursday, January 13, 2022 9:36 AM  
**To:** Vlachodimos, Steve <[svlachodimos@citywindsor.ca](mailto:svlachodimos@citywindsor.ca)>  
**Subject:** Correction Notice - Advocacy Update: Joint and Several Liability Reform

**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.

*An earlier version of this e-mail contained an outdated link.*

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January 13, 2022

## Advocacy Update: Joint and Several Liability Reform

***CORRECTION:*** An earlier version of this e-mail contained an outdated link. The correct link to AMO's Jan. 6 Call to Action is included below. We apologize for any inconvenience or confusion this may have caused.

For years AMCTO and other municipal associations and stakeholders have advocated for Joint and Several Liability reform with successive provincial governments. AMCTO has brought forward the concerns of our members during ministry delegations, in [pre-budget submissions](#), and with an [Issue at a Glance](#).

In 2018, the Ford Government announced a consultation and review of Joint and Several and the sector has been eagerly awaiting a response from the Ministry of the Attorney General.

As outlined in our [local government priorities document](#), the need for reform is particularly necessary now given the impact Joint and Several Liability has had on increasing municipal insurance premiums – costs ultimately carried by the taxpayer. On behalf of our members, we continue to advocate for change. In response to AMO's [call to action](#) on Joint and Several Liability, we have [written to Attorney General Doug Downey](#) endorsing their recommendations.

With a few months left in this government's mandate, there is a short window of opportunity to encourage movement on this issue. AMO is calling on municipalities to write to the Attorney General with council resolutions supporting the following recommendations:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations, and whether a 1-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.

4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims, and deductible limit changes which support its, and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

We look forward to continuing to work with our municipal association colleagues on this and other important policy issues.

Stay tuned for more resources and toolkits around our local government priorities for the 2022 provincial election to come.

**For more information or questions about how you can get involved in our advocacy efforts, please contact:**

Alana Del Greco  
Manager, Policy & Government Relations  
[adelgreco@amcto.com](mailto:adelgreco@amcto.com)

Charlotte Caza  
Policy Advisor  
[ccaaza@amcto.com](mailto:ccaaza@amcto.com)



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## POLICY UPDATE

January 5, 2022

### **AMO Policy Update – New Year Calls to Action and other issues of municipal concern**

#### **Call to Action – CN Rail and Drainage**

AMO has prepared a [template letter](#) (also available for download in [.docx](#) format) for municipal Councils that are experiencing issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the *Drainage Act*. The template letter, which can be modified by each municipal Council, is intended to amplify support of the Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA)'s [letter](#) dated December 23, 2021. As the Minister states in her letter, “Given that federally regulated railways are indeed subject to the *Drainage Act*, we expect CN Rail to pay its costs as assessed under the *Drainage Act* and not to hinder the progress of these projects or others in the future.”

Municipal Councils are encouraged to send the letter to each of the recipients copied in the letter and forward a copy to [policy@amo.on.ca](mailto:policy@amo.on.ca).

## Template Letter for Municipal Councils

Sent via email to: [jeanjacques.ruest@cn.ca](mailto:jeanjacques.ruest@cn.ca)

[Date]

Jean-Jacques Ruest  
President and Chief Executive Officer  
CN Rail  
935 de la Gauchetière Street West  
Montreal, Quebec, Canada  
H3B 2M9

Dear Mr. Ruest,

The framework through Ontario's *Drainage Act* supports agricultural productivity by reducing nutrient loss and soil on farmlands. It also provides environmental and economic benefits such as reducing flooding and increasing crop productivity and enhances natural habitats.

More than 45,000 km of municipal drains service nearly 2 million hectares of cropland in Ontario. As a result, drainage of agricultural land is critical as it removes excess water collected by roadside ditches, residential lots, schools, industrial and commercial lands, and any other properties in the surrounding areas.

The Ontario's *Drainage Act* establishes the process of how public utilities, including railways, participate in drainage. Railways along with other landowners benefit from and have participated in the *Drainage Act* process for decades.

That is why we are writing to amplify our support of the Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA)'s [letter](#) dated December 23, 2021. As Minister Thompson states in her letter, "Given that federally regulated railways are indeed subject to the *Drainage Act*, we expect CN Rail to pay its costs as assessed under the *Drainage Act* and not to hinder the progress of these projects or others in the future."

Municipal governments across Ontario are experiencing significant issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the *Drainage Act*. It is our hope that CN Rail will comply with the *Drainage Act* so that municipalities and our taxpayers are not left carrying the costs of these works that should be borne by railways.

Sincerely,

[Head of Council]



- cc. [Mayor Jamie McGarvey](#), President of the Association of Municipalities of Ontario (AMO), Mayor of the Town of Parry Sound  
[Mayor Robin Jones](#), Rural Ontario Municipal Association (ROMA) Chair, Village of Westport  
[Hon. Omar Alghabra](#), Minister of Transport  
[Hon. Marie-Claude Bibeau](#), Minister of Agriculture and Agri-Food Canada  
[Hon. Lisa Thompson](#), Minister of Agriculture, Food and Rural Affairs  
[Hon. Caroline Mulroney](#), Minister of Transportation  
[Hon. Steve Clark](#), Minister of Municipal Affairs and Housing  
[Local MPP]  
[Local MP]

**From:** Tony Peralta <[tony@peraltaengineering.com](mailto:tony@peraltaengineering.com)>

**Sent:** Thursday, January 6, 2022 1:40 PM

**To:** Eric Chamberlain <[echamberlain@amherstburg.ca](mailto:echamberlain@amherstburg.ca)>; Dowie, Andrew <[adowie@citywindsor.ca](mailto:adowie@citywindsor.ca)>; Jill Fiorito ([jfiorito@lakeshore.ca](mailto:jfiorito@lakeshore.ca)) <[jfiorito@lakeshore.ca](mailto:jfiorito@lakeshore.ca)>

**Cc:** Lu-Ann Marentette ([lmarentette@leamington.ca](mailto:lmarentette@leamington.ca)) <[lmarentette@leamington.ca](mailto:lmarentette@leamington.ca)>; AnneMarie Moniz <[annemarie@peraltaengineering.com](mailto:annemarie@peraltaengineering.com)>; Lindsay Dean <[ldean@essex.ca](mailto:ldean@essex.ca)>; Shane McVitty ([smcvitty@amherstburg.ca](mailto:smcvitty@amherstburg.ca)) <[smcvitty@amherstburg.ca](mailto:smcvitty@amherstburg.ca)>; Kory Snelgrove <[kory@peraltaengineering.com](mailto:kory@peraltaengineering.com)>; Oliver Moir ([omoir@dillon.ca](mailto:omoir@dillon.ca)) <[omoir@dillon.ca](mailto:omoir@dillon.ca)>

**Subject:** RE: Chapter 2 Request for Support for Conflicts with Railway Companies

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

Good afternoon Eric, Andrew and Jill;

I hope you had a restful holiday!

In light of the information provided below, please see the following link from the AMO (Association of Municipalities Ontario) website, where they have requested a Call to Action to all Municipalities regarding railway issues.: <https://www.amo.on.ca/advocacy/strategic-priorities/new-year-calls-action-and-other-issues-municipal-concern> Seeing that Windsor (Andrew) and Lakeshore (Jill) are primarily the only Municipalities that deal with a federal railway, I thought I would include you in the email. I've copied the rest of the board for reference purposes.

As I noted in our last DSAO Meeting, the collection of drainage assessments is not necessarily a matter of the DSAO, but rather the individual Municipalities / AMO / ROMA. In my opinion, this request is a step in the right direction. I strongly encourage your Council to submit a letter to help combat the long-term effects of federal entities not paying their assessments (Drainage or otherwise).

I hope this helps.

Regards,

Tony Peralta, P.Eng.

N.J. Peralta Engineering Ltd.  
45 Division Street North  
Kingsville, ON N9Y 1E1  
<http://peraltaengineering.com/>  
P: 519.733.6587  
F: 519.733.6588

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**From:** Eric Chamberlain <[echamberlain@amherstburg.ca](mailto:echamberlain@amherstburg.ca)>

**Sent:** Thursday, January 6, 2022 12:27 PM

**To:** AnneMarie Moniz <[annemarie@peraltaengineering.com](mailto:annemarie@peraltaengineering.com)>; [adowie@citywindsor.ca](mailto:adowie@citywindsor.ca);  
[Bob.Bezaire@wolseleyinc.ca](mailto:Bob.Bezaire@wolseleyinc.ca); [david.reinc@gmail.com](mailto:david.reinc@gmail.com); Goodreau Excavating ([info@goodreauexcavating.com](mailto:info@goodreauexcavating.com))  
<[info@goodreauexcavating.com](mailto:info@goodreauexcavating.com)>; [gerard.reinc@gmail.com](mailto:gerard.reinc@gmail.com); Jason Homewood  
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Shane McVitty <[smcvitty@amherstburg.ca](mailto:smcvitty@amherstburg.ca)>; Shawn Stasko <[sstasko@leamington.ca](mailto:sstasko@leamington.ca)>;  
[phil@shilsonexcavation.com](mailto:phil@shilsonexcavation.com); [tim@gillierdrainage.ca](mailto:tim@gillierdrainage.ca); Tony Peralta <[tony@peraltaengineering.com](mailto:tony@peraltaengineering.com)>; Tuzlova,  
Tanya ([ttuzlova@essex.ca](mailto:ttuzlova@essex.ca)) <[ttuzlova@essex.ca](mailto:ttuzlova@essex.ca)>

**Subject:** Chapter 2 Request for Support for Conflicts with Railway Companies

Hello Chapter 1 Members:

Please be advised that the chapter has received an email from DSAO Chapter 2 requesting support regarding the difficulties DSAO members are having with railway companies in being responsible for assessments and involvement in Drainage Act processes. From the letter, you will see that Chapter 2 was requesting the chapter to pass two motions in support. Unfortunately, the request has come after the Chapter's meeting in December. With that, the Chapter did discuss this matter, and based on the tone of the conversation, Chapter 1 was in support of the railways being responsible for assessments and involvement in projects under the Ontario Drainage Act.

With that, the Chapter 1 Executive has drafted the attached letter in support of the following request from Chapter 2:

- Re-establishing a DSAO Subcommittee
- Request for DSAO Executive Board to obtain a legal opinion from a qualified and experienced Drainage Lawyer

I know that there are some communities that do not have railways in their areas. Based on the meeting, the Superintendents that have railways are not experiencing the same hardships that are being experienced by other communities at this time. Depending on the outcomes of this conflict, this issue could impact you in the future. In talking to Chatham-Kent, they have \$500,000 of drainage assessments that railways companies are refusing to pay.

Therefore, please review the attached letter and let me know by Monday, January 10, 2022 if you have any concerns.

Regards

Eric

**Eric Chamberlain**

*Manager, Roads and Fleet*

Town of Amherstburg

512 Sandwich St South, Amherstburg, ON, N9V 3R2

Tel: 519-736-3664 x2312 Fax: 519-736-7080 TTY: 519-736-9860



**PARTNERS IN CREATING  
A BRIGHTER FUTURE**



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# LOCAL 444

*A Community Partner representing active and retired members throughout Windsor and Essex County.*

1855 TURNER ROAD • WINDSOR, ONTARIO N8W 3K2 • PHONE (519) 258-6400 • FAX (519) 258-0424  
[www.uni444.ca](http://www.uni444.ca)



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Second Vice-President

DARRYL DESJARLAIS  
Third Vice-President

DANA DUNPHY  
Recording Secretary

January 12, 2022

Windsor City Council,

Before Christmas, Deputy Prime Minister/Finance Minister Chrystia Freeland announced a "new phase" following the darkest days of the pandemic and **"has recovered 100 percent of the jobs lost to the crisis."**

The gaming industry workers in Windsor are not experiencing the sunny days of the recovery the Liberal government describes. Caesars Windsor still has over 1000 workers laid-off from an industry struggling to find the light in this pandemic. These workers are not eligible for the financial government programs that are currently in place. When this pandemic hit, Caesars was forced to close its doors, putting all of our gaming members out of a job. As covid numbers waned and other industries began to see restrictions lifted, the gaming industry still was limited by the heavy constraints of restrictions and unfair capacity limits.

Now, one of the last industries finally to open and still facing Federal hurdles at the national border has resulted in more than 1000 workers being out of work for 22 months! Our members are struggling to feed their families, pay their bills, keep their families together, and maintain a healthy state of mind. Caesars is home to Windsor, the country's city amongst the highest unemployment rate, where finding another job is not an easy option. These workers depend on their government, which cancelled the CRB program back on October 23<sup>rd</sup>, 2021, the last program these workers qualified for. Even the recently announced 7.4 billion dollars for the new Tourism and Hospitality Recovery Program and the Canada Worker Lockdown Benefit does not include these workers.

The government has been supporting all types of businesses and workers hit hard by the pandemic, but there is no program for 1000 of our Casino members who have been out of work for two years through no fault of their own.

Windsor City Council, we ask you to please write a letter to the Federal Government urging them not to leave Windsor workers and their families behind.

In solidarity,

Dave Cassidy  
President  
Local 444 UNIFOR

\km-uni240

**PLANNING DEPARTMENT – DEVELOPMENT DIVISION**

**Memo**

**To:** City Clerk

**From:** City Planner/Executive Director

**Date:** January 10, 2022

**Subject:** TRANSMITTAL OF NEW FILE

**Our File Number: SDN-001/21 [SDN/6575]**

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

---

Applicant: BELLOCORP INC

Location: 0, 1095 & 1185 NORTH TALBOT RD

Description: Application to approve a Plan of Subdivision with 34 residential units.

The SUBDIVISION application submitted by BelloCorp Inc for 0, 1095 & 1185 North Talbot Rd has been deemed as complete.

Enclosures:

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



Thom Hunt, MCIP, RPP  
City Planner, Executive Director

/ms

January 6, 2022

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

Dear Ms Pillon-Abbs:

**Re: SUBDIVISION APPLICATION**  
**APPLICANT: BELLOCORP INC**  
**LOCATION: 0, 1095 & 1185 NORTH TALBOT RD**  
**FILE NO.: SDN-001/21 [SDN/6575]**

This is to acknowledge receipt of the application for draft plan of subdivision, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on December 21, 2021 and processing has begun.

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

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

Yours truly,



---

Justina Nwaesei, M Sc Arch, MCIP, RPP  
Planner III - Subdivisions

JN/ms

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# SUBDIVISION/CONDOMINIUM APPLICATION

## 1. ~~DEF~~ SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO  YES  File Number: PS- 088/2020

Staff Use Only

Signature of Staff Planner

Date of Consultation

Jim Abbs  Justina Nwaesei

\_\_\_\_\_

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

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

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

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

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

# SUBDIVISION/CONDOMINIUM APPLICATION

## 3. CONTACT INFORMATION

Provide in full the name of the applicant & contact person, registered owner, agent, & Ontario Land Surveyor and mailing address, phone & fax number and email address. If the case of a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application. All communication regarding the application will be with the Agent authorized by the Owner to file the application. If there is no Agent, all communication will be with the Applicant.

### Applicant

Name: Bellocorp Inc Contact: Tosin Bello  
Name of Contact Person

Address: 1185 North Talbot Rd

Address: Windsor, ON Postal Code: N9A 6J3

Phone: 647-779-1333 Fax: \_\_\_\_\_

Email: bellocorpdevelopments@gmail.com

### Registered Owner Same as Applicant

Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
Name of Contact Person

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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

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

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

Name: Pillon-Abbs Inc Contact: Tracey Pillon-Abbs  
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: \_\_\_\_\_ Postal Code: N7M 5J7

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

Email: tpillonabbs@gmail.com

### Ontario Land Surveyor

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

Address: 944 Ottawa St, Windsor

Address: \_\_\_\_\_ Postal Code: N8X 2E1

Phone: 5192581772 Fax: \_\_\_\_\_

Email: rsimone@vshbbsurveys.com

# SUBDIVISION/CONDOMINIUM APPLICATION

## 4. RESUBMISSION OF A PREVIOUS PLAN?

No  Yes  Previous Plan/File No. \_\_\_\_\_ Do Not Know

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

Municipal Address 0, 1095, 1185 North Talbot Rd

---

Legal Description 0 N Talbot: Pt Lot 307 Con N Talbot Rd, Sandwich E as in R1043549 Windsor; 1095 N Talbot: Pt Lot 306 Con N Talbot Rd Sandwich E as in R751248 Windsor; 1185 N Talbot: Pt Lot 306 Con N Talbot Rd, Sandwich E as in R751248 Windsor

---

Assessment Roll Number 070-140-04101; 070-140-04100 & 070-140-04000

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Frontage (m) Combined: 292 m Depth (m) Irregular Area (sq m) Combined: 2.932ha Jpa

---

Official Plan Designation Residential

---

Current Zoning Residential District 1.4 (RD1.4) with holding provision

---

Existing Uses vacant land

---

Previous Uses vacant land

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

N/A

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

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

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

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

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

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

An application for a plan of subdivision/concominium or consent? No  Yes  File: \_\_\_\_\_

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

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

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

*Ontario Regulation*

# SUBDIVISION/CONDOMINIUM APPLICATION

## 6. PLANNING CONFORMITY

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

Is the plan consistent with Provincial Policy Statement? No  Yes

Does the plan conform to the Official Plan? No  Yes

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

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

*epc*

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

## 7. PLAN OF CONDOMINIUM INFORMATION

*- N/A*

### New Construction

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

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

Has a Building Permit been issued? No  Yes  If Yes, attach the Building Permit.

Status of Building: Not Under Construction  Under Construction  Completed   
Date Completed: \_\_\_\_\_

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

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

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

No  Yes  If Yes, submit a Structural Integrity Report

Does the building contain any residential rental units?

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

How many rental units are to be converted: \_\_\_\_\_ units

Are tenants willing to purchase units if converted to condominium?

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

### Exemption from Section 9(3) of the Condominium Act

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

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

## SUBDIVISION/CONDOMINIUM APPLICATION

### 7. PROPOSED LAND USES

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

Proposed Use	All Applications					Condominium Only	
	Number of Lots or Blocks	Number of Units or Dwellings	Hectares (ha)	Density (units/ ha)	Number of Parking Spaces	Date of Construction	Floor Coverage
Detached Residential	34	34	2.93 <sup>a</sup>	11.6	<i>Condo Only</i>		
Semi-detached Residential					<i>Condo Only</i>		
Multiple Attached Residential							
Apartment Residential							
Seasonal Residential							
Mobile Home							
Other Residential							
Commercial							
Industrial							
Institutional (specify)							
Park or Open Space							
Roads	3						
Other (specify) <i>Blocks</i>	3						
<b>TOTAL</b>	<b>40</b>	<b>34</b>	<b>2.93<sup>a</sup></b>	<b>11.6</b>			

*Jpa*



## SUBDIVISION/CONDOMINIUM APPLICATION

### 9. ACCESS TO SUBJECT LAND

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

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

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### 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

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

- a. More than five lots or units on privately owned & operated individual or communal wells;
- b. Five or more lots or units on privately owned & operated individual or communal septic systems; or
- c. Less than five lots or units on privately owned & operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed;

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

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

- Sewers       Ditches       Swales       Other \_\_\_\_\_

## SUBDIVISION/CONDOMINIUM APPLICATION

### 11. SITE APPRAISAL AND EVALUATION

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 12. MITIGATION OF ENVIRONMENTAL EFFECTS

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### 13. PROPOSED PUBLIC CONSULTATION STRATEGY

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

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House     Website     Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## SUBDIVISION/CONDOMINIUM APPLICATION

### 14. FEES

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

**Plan of Subdivision - Draft Approval**

Code 53007	Base Fee: <u>34</u> lots/blocks at \$684.00 per lot/block	\$ <u>23256</u>
Code 63024	GIS Fee	+ \$ 50.00
Code 53023	Essex Region Conservation Authority Fee	+ \$ 300.00
Code 53010	Legal Fee - Agreement Preparation	+ \$ 2,184.78
Code 53010	Legal Variable Fee: <u>34</u> lots/blocks at \$50.00 per lot/block	+ \$ <u>1700</u>
Plan of Subdivision (Draft Approval) Total Fee		= \$ <u>27490</u>

**Plan of Condominium - Draft Approval - New Building**

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

**Condominium Conversion - Draft Approval - Existing Building**

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

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

**Fees Continued on Next Page**

## SUBDIVISION/CONDOMINIUM APPLICATION

### 14. FEES (continued)

**Plan of Subdivision/Condominium – Extension of Draft Approval**

Code 53035 Total Fee = \$ 3,329.60

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**Plan of Subdivision/Condominium – Amendment to Draft Approval**

Code 53007 Base Fee \$ 3,646.30

Code 63024 GIS Fee + \$ 50.00

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

---

**Plan of Subdivision/Condominium – Final Approval & Registration**

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

Code 71130 Per Registration = \$ 519.60

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**Plan of Subdivision/Condominium – Amendment to Agreement**

Code 71102 Base Fee \$ 3,048.00

Code 53010 Legal Fee - Agreement Preparation + \$ 857.49

Amendment to Agreement Total Fee = \$ 3,905.49

---

**Plan of Condominium – Amalgamation of Condominium Corporation**

Code 53009 Total Fee = \$ 1,863.00

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

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

Code 53016 Total Fee = \$ 2,258.40

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**Local Planning Appeal Tribunal (LPAT) Fee - \$1,100.00**

An appeal is made through the Office of the City Clerk (519-255-6211). Make certified cheque or money order in Canadian funds payable to the "Ministry of Finance". Appeals fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca/tribunals/lpat/about-lpat/> for additional information.

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

# SUBDIVISION/CONDOMINIUM APPLICATION

## 15. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits.

I, BELLOCORP INC, solemnly declare that the information required under Schedule 1 to Ontario Regulation 544/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

  
9/19/2021 9:24:19 AM EDT  
Signature of Applicant

Sign in the presence of a Commissioner  
For Taking Affidavits

Declared before me  at the Windsor

Signature of Commissioner  
For Taking Affidavits

Municipality

Tracey Lynn Cecilia Pilon-Abbs, a Commissioner,  
Province of Ontario, for Pilon Abbs Inc.

PLACE AN IMPRINT OF YOUR STAMP BELOW

Expires August 4, 2023.

this 19 day of September, 20<sup>21</sup>  
day month year

### COMPLETE SCHEDULES A & E IN FULL & SIGN

# SUBDIVISION/CONDOMINIUM APPLICATION

## SCHEDULE A – Authorizations & Acknowledgement

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, BELLOCORP INC  
*name of registered owner*

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

Pillon Abbs Inc. to make this application on my behalf.  
*name of agent*

  
8/17/2021 10:12:50 AM EDT  
Signature of Registered Owner

08/17/2021  
Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, BELLOCORP INC, hereby authorize the members of the Planning, Heritage & Economic Development Standing Committee and City Council and staff of The Corporation of the City of Windsor to enter upon the subject land and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject land that may be required as condition of approval. This is their authority for doing so.

  
8/17/2021 10:15:35 AM EDT  
Signature of Registered Owner

08/17/2021  
Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# SUBDIVISION/CONDOMINIUM APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - Continued

### A3. Acknowledgements

#### Receipt & Review, Fees & Termination, Other Requirements & Expiry Dates, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application and that further review of the application will occur and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that other municipal departments and external agencies may have their own requirements, fees and approvals in addition to the requirements, fees and approvals described throughout this application form, in any staff reports, and in any agreements, and that it is my responsibility to read the staff report, draft approval, final approval and agreements and to note any expiry dates in any of these documents.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

#### Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

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

or by contacting MECP at [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca)

#### Acknowledgement

I acknowledge that I have read and understand the above statements:

  
8/17/2021 10:15:41 AM EDT  
Signature of Applicant or Agent

08/17/2021  
Date

**END OF SCHEDULE A – COMPLETE SCHEDULE E ON NEXT PAGE**

# SUBDIVISION/CONDOMINIUM APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

---

Previous Use of Property

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

- a) If previous use of the property is Industrial or Commercial, specify use:  
 \_\_\_\_\_
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?  
 Yes       No       Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
 Yes       No       Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
 Yes       No       Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
 Yes       No       Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?  
 Yes       No       Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?  
 Yes       No       Unknown
- h) Is the nearest boundary line of the application within 500 metres of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?  
 Yes       No       Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
 Yes       No       Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- \* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is industrial or commercial, or if YES to any of a) to j) above, please attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.



# SUBDIVISION/CONDOMINIUM APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire - Continued

### Environmental Site Screening Questionnaire Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I further acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

BELLOCORP INC

Name of Applicant (print)

  
8/17/2021 10:16:02 AM EDT  
Signature of Applicant

08/17/2021

Date

*Dillon Abbs Inc*

Name of Agent (print)

  
Signature of Agent

*Sept 19, 2021*

Date

**END OF SCHEDULE E**

# SUBDIVISION/CONDOMINIUM APPLICATION

**DO NOT COMPLETE BELOW – STAFF USE ONLY**

## Receipt and Assignment of Application

Date Received Stamp \_\_\_\_\_

This application has been assigned to:

- Jim Abbs (JA)
- Justina Nwaesei (JN)
- \_\_\_\_\_

## Complete Application

This application is deemed complete on \_\_\_\_\_  
*Date*

Signature of Delegated Authority

- Neil Robertson, MCIP, RPP  
Manager of Urban Design
- Michael Cooke, MCIP, RPP  
Manager of Planning Policy
- Thom Hunt, MCIP, RPP  
City Planner & Executive Director

## Internal Information

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

Payment Type:  Cash  Certified Cheque  Credit Card  Personal Cheque

NEW File No. SDN/ \_\_\_\_\_ Previous File No. SDN/ \_\_\_\_\_

NEW File No. CDM/ \_\_\_\_\_ Previous File No. CDM/ \_\_\_\_\_

Related ZNG File No. ZNG/ \_\_\_\_\_ Related OPA File No. OPA \_\_\_\_\_

Other File Numbers: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

**PLANNING DEPARTMENT – DEVELOPMENT DIVISION**

**Memo**

**To:** City Clerk  
**From:** City Planner/Executive Director  
**Date:** January 10, 2022  
**Subject:** TRANSMITTAL OF NEW FILE **Our File Number: Z-042/21 [ZNG/6625]**  
**RE:** Application For:  Zoning Amendment  Official Plan Amendment  
 Part Lot Control  Draft Plan of Subdivision/Condominium

---

Applicant: CITY OF WINDSOR  
Location: 542 DOUGALL AVE  
Description: Application to amend Zoning By-law 8600 to allow a for the construction of a single unit dwelling.

The ZONING AMENDMENT application submitted by City of Windsor for 542 Dougall Ave has been deemed as complete on December 17, 2021.

Enclosures:

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



Thom Hunt, MCIP, RPP  
City Planner, Executive Director

/ms

January 4, 2022

City of Windsor  
ATTN: Chris Carpenter  
400 City Hall Sq E, Suite 201  
Windsor ON N9A 7K6

Dear Mr Carpenter:

**Re: REZONING APPLICATION**  
**APPLICANT: CITY OF WINDSOR**  
**LOCATION: 542 DOUGALL AVE**  
**FILE NO.: Z-042/21 [ZNG/6625]**

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on December 17, 2021 and processing has begun.

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

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

Yours truly,



---

Justina Nwaesei, M Sc Arch, MCIP, RPP  
Planner III - Subdivisions

JN/ms

## ZONING BY-LAW AMENDMENT APPLICATION

### INSTRUCTIONS

---

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

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)

### TYPE OF REZONING AMENDMENT

### DATE RECEIVED STAMP

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

#### Minor Zoning Amendment

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

#### Major Zoning Amendment

- Any other amendment not listed as minor.

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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

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

## CONTACT INFORMATION

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PRE-SUBMISSION CONSULTATION

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

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

*Staff Use Only*

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

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

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

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

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

### Applicant

Name: Corporation of the City of Windsor \_\_\_\_\_ Contact: Chris Carpenter \_\_\_\_\_  
*Name of Contact Person*

Address: 400 City Hall Square East Suite 201 \_\_\_\_\_

Address: Windsor ON \_\_\_\_\_ Postal Code: N9A 7K6 \_\_\_\_\_

Phone: 519-255-6100 ext 6420 \_\_\_\_\_ Fax: \_\_\_\_\_

Email: ccarpenter@citywindsor.ca \_\_\_\_\_

### Registered Owner Same as Applicant

Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
*Name of Contact Person*

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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

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

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

Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
*Name of Contact Person*

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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

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

## 4. COMPANION APPLICATIONS

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

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

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



# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 542 Dougall Avenue Windsor ON N9A 4P6

Legal Description Lot 5 East Side of Windsor Avenue on Registered Plan 82

Assessment Roll Number 3739-040-070-00800

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

Frontage (m) 9.14 Depth (m) 27.43 Area (sq m) 250.84

Official Plan Designation Residential

Current Zoning RD3.1

Existing Uses Vacant land

If known, the lengths of time that the existing uses have continued: 13 years

Previous Uses Single unit dwelling demolished in 2008

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

N/A

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

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

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

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

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

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

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Amendment to Zoning By-law from: RD3.1\_\_\_\_\_

to: RD3.1 with site specific exemption to allow a new single unit dwelling\_\_\_\_\_

Proposed uses of subject land: To allow for construction of a single unit dwelling\_\_\_\_\_

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

Current zoning allows for an existing single unit dwelling. The lot is also slightly undersized so this would need to be  
Addressed also.

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Why is this amendment or these amendments being requested?

Due to its size, it cannot be built on under the current RD3.1 zoning. Adding the site specific exemption will maintain  
The RD3.1 zoning in the event lot consolidation occurs in the future.

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

See Planning Rationale Report Under the current zoning, no development is possible on the property. The \_\_\_  
Proposed amendment would allow for infill development on the site which according to the PPS is an example of  
Residential intensification. Residential intensification is supported by sections 1.1.2, 1.1.3.3 and 1.4.3 b) 2

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

See Planning Rationale Report \_\_\_\_\_  
Infilling is encouraged by sections 6.3.1.3 and 7.3.3.1,

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

See Planning Rationale Report  See Official Plan Amendment

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# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

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

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## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

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# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

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

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

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## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other \_\_\_\_\_

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

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- Sewers                       Ditches                       Swales                       Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

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Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

## 12. APPLICATION FEE & OTHER FEES

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

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

### APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
<b>Total Application Fee</b>		<b>= \$4,597.00</b>	<b>= \$6,187.40</b>

### OTHER FEES

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

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

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

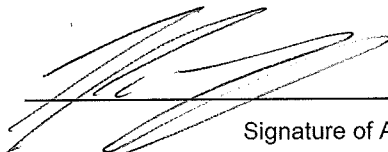
Website

Other \_\_\_\_\_

## 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Chris Carpenter, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant

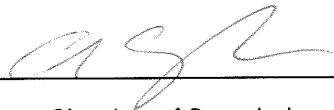
*Sign in the presence of a Commissioner  
For Taking Affidavits*

Windsor, ON

Location of Applicant at time of declaration

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

Declared before me



Signature of Commissioner

at the

City of Windsor

Location of Commissioner

this 17 day of December, 2021

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

### READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, \_\_\_\_\_, am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

\_\_\_\_\_ to make this application on my behalf.  
*Name of Agent*

\_\_\_\_\_  
Signature of Registered Owner

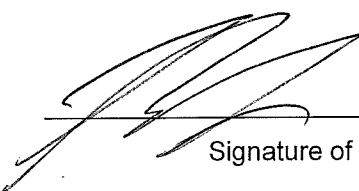
\_\_\_\_\_  
Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Corporation of the City of Windsor,  
*Name of Registered Owner*

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

  
\_\_\_\_\_  
Signature of Registered Owner

Dec. 17, 2021  
\_\_\_\_\_  
Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

#### Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

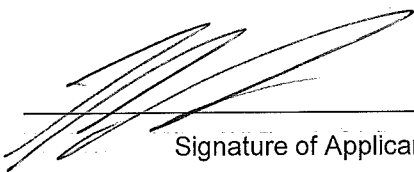
I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>  
or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

I acknowledge that I have read and understand the above statements:

  
\_\_\_\_\_  
Signature of Applicant or Agent

Dec. 17, 2021  
\_\_\_\_\_  
Date

**END OF SCHEDULE A  
COMPLETE SCHEDULE E ON NEXT PAGE**



# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

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### Previous Use of Property

- Residential       Industrial       Commercial       Institutional  
 Agricultural       Parkland       Vacant       Other \_\_\_\_\_

- a) If previous use of the property is Industrial or Commercial, specify use:  
\_\_\_\_\_
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?  
 Yes       No       Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
 Yes       No       Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
 Yes       No       Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
 Yes       No       Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?  
 Yes       No       Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?  
 Yes       No       Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?  
 Yes       No       Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
 Yes       No       Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- Yes       No       Unknown

*\* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

*Chris Carpenter*

\_\_\_\_\_  
Name of Applicant (print)



\_\_\_\_\_  
Signature of Applicant

*Dec. 17, 2021*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Agent (print)

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date

**END OF SCHEDULE E**

# ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application		Date Received Stamp
This application has been assigned to:		
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)	
<input type="checkbox"/> Pablo Golob (GL)	<input type="checkbox"/> Jim Abbs (JA)	
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Kevin Alexandar (KA)	
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasic (MG)	
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____	

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

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			
_____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



**PLANNING DEPARTMENT – DEVELOPMENT DIVISION**

**Memo**

**To:** City Clerk  
**From:** City Planner/Executive Director  
**Date:** January 10, 2022  
**Subject:** TRANSMITTAL OF NEW FILE **Our File Number: Z-045/21 [ZNG/6634]**  
**RE:** Application For:  Zoning Amendment  Official Plan Amendment  
 Part Lot Control  Draft Plan of Subdivision/Condominium

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Applicant: AVANT GROUP INC  
Location: 659 ALEXANDRINE ST  
Description: Application to amend Zoning By-law 8600 to allow for the construction of a townhome dwelling with four dwelling units with attached garages.

The ZONING AMENDMENT application submitted by Avanti Group Inc for 659 Alexandrine St has been deemed as complete on December 19, 2021.

Enclosures:

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

Thom Hunt, MCIP, RPP  
City Planner, Executive Director

/ms

January 4, 2022

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

Dear Mr Hanash:

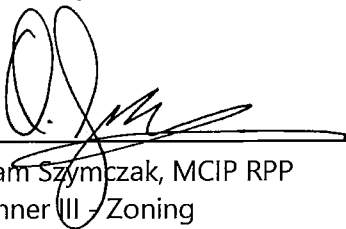
**Re: REZONING APPLICATION**  
**APPLICANT: AVANT GROUP INC**  
**LOCATION: 659 ALEXANDRINE ST**  
**FILE NO.: Z-045/21 [ZNG/6634]**

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on December 19, 2021 and processing has begun.

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

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

Yours truly,

  
Adam Szymczak, MCIP RPP  
Planner III - Zoning

AS/ms

## ZONING BY-LAW AMENDMENT APPLICATION

### INSTRUCTIONS

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

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)

### TYPE OF REZONING AMENDMENT

### DATE RECEIVED STAMP

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

#### Minor Zoning Amendment

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

#### Major Zoning Amendment

- Any other amendment not listed as minor.

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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

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

## CONTACT INFORMATION

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO  YES  File Number: PS- 117/21

*Staff Use Only*

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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



# ZONING BY-LAW AMENDMENT APPLICATION

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

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

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

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

### Applicant

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

Address: 5980 TECUMSEH RD. E . WINDSOR . ON

Address: \_\_\_\_\_ Postal Code: N8T 1E3

Phone: 519-919-2010 Fax: \_\_\_\_\_

Email: mohammad@avantgroupincorp.com

### Registered Owner Same as Applicant

Name: M.N.D CONSTRUCTION INC Contact: MAHER AL OUF  
*Name of Contact Person*

Address: 5139 Preservation Cir. Mississauga, ON

Address: \_\_\_\_\_ Postal Code: L5M 7T4

Phone: 647-937-4833 Fax: \_\_\_\_\_

Email: maloaf@yahoo.com

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

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

Address: 5980 TECUMSEH RD. E. WINDSOR . ON

Address: \_\_\_\_\_ Postal Code: N8T 1E3

Phone: 519-919-2010 Fax: \_\_\_\_\_

Email: mohammad@avantgroupincorp.com

## 4. COMPANION APPLICATIONS

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- Are you submitting a companion Official Plan Amendment application? NO  YES
- Are you submitting a companion Plan of Subdivision/Condominium application? NO  YES
- Are you submitting a companion Site Plan Control application? NO  YES

# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 659 ALEXANDRINE STREET

Legal Description PLAN 1106 LOTS 94 & 95 & PT;CLOSED ALLEY; 8260.00SF 70.00FR 118.00D

Assessment Roll Number (Roll No. 070-030-16000)

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

Frontage (m) 21.34 m Depth (m) 36m Area (sq m) 767.4 sq.m

Official Plan Designation Residential (Schedule D: Land Use)

Current Zoning Zoning By-law 8600 – Residential District 1.3 (RD1.3)

Existing Uses Vacant

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

Previous Uses Residential

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

\_\_\_\_\_  
\_\_\_\_\_

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

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

\_\_\_\_\_  
\_\_\_\_\_

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

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

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

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

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Amendment to Zoning By-law from: Zoning By-law 8600 – Residential District 1.3 (RD1.3)

to: Residential 3.1 (RD3.1)

Proposed uses of subject land: construction of a townhome dwelling with four dwelling units with attached garage and driveways.

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

Rezoning subject lot for residential district 1.3 to residential 3.1

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Why is this amendment or these amendments being requested?

construction of a townhome dwelling with four dwelling units with attached garage and driveways.

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

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

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

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

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

See Planning Rationale Report  See Official Plan Amendment

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# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

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

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## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

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# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

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

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

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## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other \_\_\_\_\_

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

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- Sewers                       Ditches                       Swales                       Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

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Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

## 12. APPLICATION FEE & OTHER FEES

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

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

### APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
<b>Total Application Fee</b>		<b>= \$4,597.00</b>	<b>= \$6,187.40</b>

### OTHER FEES

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

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

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

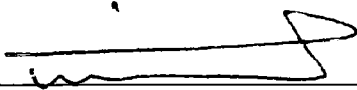
Website

Other \_\_\_\_\_

## 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, AVANT GROUP INC., \_\_\_\_\_, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



\_\_\_\_\_  
Signature of Applicant

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

11 DEC, 2021 5980 TECUMSEH RD E  
\_\_\_\_\_

Location of Applicant at time of declaration

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

Declared before me \_\_\_\_\_ at the \_\_\_\_\_

*Signature of Commissioner*

*Location of Commissioner*

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
*day month year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

**READ & COMPLETE SCHEDULES A & E IN FULL & SIGN**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

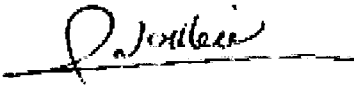
### A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, M.N.D Construction INC, am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

\_\_\_\_\_ to make this application on my behalf.  
*Name of Agent*



Signature of Registered Owner

11-Dec-2021

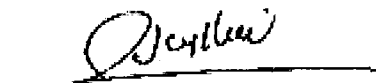
Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, M.N.D Construction INC  
*Name of Registered Owner*

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

11-Dec-2021

Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**



# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

#### Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P. 13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

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

or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

11 DEC, 2021

Date

**END OF SCHEDULE A  
COMPLETE SCHEDULE E ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

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### Previous Use of Property

- Residential       Industrial       Commercial       Institutional  
 Agricultural       Parkland       Vacant       Other \_\_\_\_\_

a) If previous use of the property is Industrial or Commercial, specify use:

N/A

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

- Yes       No       Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

- Yes       No       Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

- Yes       No       Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

- Yes       No       Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

- Yes       No       Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

- Yes       No       Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

- Yes       No       Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

- Yes       No       Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*

- Yes       No       Unknown

*\* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

AVANT GROUP INC.

\_\_\_\_\_  
Name of Applicant (print)



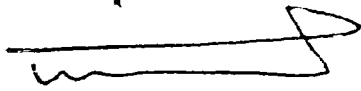
\_\_\_\_\_  
Signature of Applicant

11 DEC, 2021

\_\_\_\_\_  
Date

AVANT GROUP INC.

\_\_\_\_\_  
Name of Agent (print)



\_\_\_\_\_  
Signature of Agent

11 DEC, 2021

\_\_\_\_\_  
Date

**END OF SCHEDULE E**

# ZONING BY-LAW AMENDMENT APPLICATION

**DO NOT COMPLETE BELOW – STAFF USE ONLY**

<b>Receipt and Assignment of Application</b>	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Pablo Golob (GL)	<input type="checkbox"/> Jim Abbs (JA)
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Kevin Alexandar (KA)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasic (MG)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

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

<b>Internal Information</b>			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			
_____			

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

**PLANNING DEPARTMENT – DEVELOPMENT DIVISION**

**Memo**

**To:** City Clerk  
**From:** City Planner/Executive Director  
**Date:** January 10, 2022  
**Subject:** TRANSMITTAL OF NEW FILE **Our File Number: Z-024/21 [ZNG/6484]**  
**RE:** Application For:  Zoning Amendment  Official Plan Amendment  
 Part Lot Control  Draft Plan of Subdivision/Condominium


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Applicant: 1731952 ONTARIO LTD  
Location: 987 & 1003 CALIFORNIA AVE  
Description: Application to amend Zoning By-law 8600 to allow construction of two townhouse dwellings with three units each.

The ZONING AMENDMENT application submitted by APPLICANT for LOCATION has been deemed as complete on December 22, 2021.

Enclosures:

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



Thom Hunt, MCIP, RPP  
City Planner, Executive Director

/ms

January 4, 2022

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

Dear Ms Pillon-Abbs:

**Re: REZONING APPLICATION**  
**APPLICANT: 1731952 ONTARIO LTD**  
**LOCATION: 987 & 1003 CALIFORNIA AVE**  
**FILE NO.: Z-024/21 [ZNG/6484]**

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on December 21, 2021 and processing has begun.

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

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

Yours truly,



Greg Atkinson, MCIP RPP  
Planner III – Economic Development

GA/ms

## ZONING BY-LAW AMENDMENT APPLICATION

### INSTRUCTIONS

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

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)

### TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

#### Minor Zoning Amendment

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

#### Major Zoning Amendment

- Any other amendment not listed as minor.

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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

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

## CONTACT INFORMATION

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

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



# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO  YES  File Number: PS- 017/21

*Staff Use Only*

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

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

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

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

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

### Applicant

Name: 1731952 Ontario Limited Contact: Andi Shallvari  
*Name of Contact Person*

Address: 3504 Klondike Ave.

Address: Windsor, ON Postal Code: N8W 5V5

Phone: 519-965-1325 Fax: \_\_\_\_\_

Email: andi.shallvari@gmail.com

### Registered Owner Same as Applicant

Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
*Name of Contact Person*

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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

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

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

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs  
*Name of Contact Person*

Address: 23669 Prince Albert Road

Address: Chatham, ON Postal Code: N7M 5J7

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

Email: tpillonabbs@gmail.com

## 4. COMPANION APPLICATIONS

- Are you submitting a companion Official Plan Amendment application? NO  YES
- Are you submitting a companion Plan of Subdivision/Condominium application? NO  YES
- Are you submitting a companion Site Plan Control application? NO  YES

# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 987 and 1003 California Ave., Windsor, ON

Legal Description Plan 50, Block D Lots 2 to 10  
Plan 50 Block D Lots 11 & 12

Assessment Roll Number 050-370-12600-0000  
050-370-12500-0000

If known, the date the subject land was acquired by the current owner: 2021

Frontage (m) 38.1 m Depth (m) 35.1 m Area (sq m) 1,334.7 m2 (irregular)

Official Plan Designation Residential, Schedule D: Land Use

Current Zoning Residential District 1.3 (RD1.3), Map 4

Existing Uses Residential and Vacant

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

Previous Uses Unknown

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

N/A

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

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

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

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

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

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

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

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: RD 1.3

to: site specific R D 2 .2

Proposed uses of subject land: Residential

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

To permit townhouse dwellings and additional relief (see PRR).

One ( 1 ) townhouse on each lot. Each townhouse will have 3 units with parking at the rear accessed from the alley.

Why is this amendment or these amendments being requested?

To construct two (2) townhouse dwellings with 3 units each on irregular shaped lots. A lot line adjustment will shift the lot line to 2 equal lots.

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

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

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

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

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

See Planning Rationale Report  See Official Plan Amendment

# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

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

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## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

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# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

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

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

Access form an alley.

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## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other \_\_\_\_\_

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

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- Sewers                       Ditches                       Swales                       Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

## 12. APPLICATION FEE & OTHER FEES

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

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

### APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
<b>Total Application Fee</b>		<b>= \$4,597.00</b>	<b>= \$6,187.40</b>

### OTHER FEES

<b>Re-Notification/Deferral Fee</b>	Code 53016	\$2,258.40	Required when an applicant requests a deferral after notice of a public meeting has been given.
<b>Legal Fee - Servicing Agreement</b>	Code 63002	\$597.64 plus \$50 per unit, lot, or block	Required when the preparation of a servicing agreement is a condition of approval.
<b>Removal of the Holding Symbol Application</b>	Code 53001	\$1,536.00	It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
<b>Local Planning Appeal Tribunal (LPAT) Fee</b>		\$1,100.00	An appeal is made through the Office of the City Clerk (519-255-6211). Make certified cheque or money order in Canadian funds payable to the Ministry of Finance. Appeals fees, forms, and processes are subject to change. Visit <a href="https://olt.gov.on.ca/tribunals/lpat/about-lpat/">https://olt.gov.on.ca/tribunals/lpat/about-lpat/</a> for additional information.

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

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

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
  - Open House
  - Website
  - Other \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## 14. SWORN DECLARATION OF APPLICANT

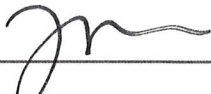
Complete in the presence of a Commissioner for Taking Affidavits

I, Andi Shallvari, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

*Andi Shallvari*

Signature of Applicant

Sign in the presence of a Commissioner  
For Taking Affidavits

Declared before me  at the City of Windsor  
Signature of Commissioner Municipality  
For Taking Affidavits

this 20<sup>th</sup> day of June, 2021  
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pilon-Abbs, a Commissioner, et  
Province of Ontario, for Pilon Abbs Inc.  
Expires August 4, 2023.

**READ & COMPLETE SCHEDULES A & E IN FULL & SIGN**



# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Andi Shallvari, am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.  
*Name of Agent*

*Andi Shallvari*

June 20<sup>th</sup>, 2021

Signature of Registered Owner

Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Andi Shallvari,  
*Name of Registered Owner*

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

*Andi Shallvari*

June 20<sup>th</sup>, 2021

Signature of Registered Owner

Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

#### Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

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

or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

I acknowledge that I have read and understand the above statements:

*Andi Shallvari*

Signature of Applicant or Agent

June 20<sup>th</sup>, 2021

Date

**END OF SCHEDULE A  
COMPLETE SCHEDULE E ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

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### Previous Use of Property

- Residential       Industrial       Commercial       Institutional  
 Agricultural       Parkland       Vacant       Other \_\_\_\_\_

- a) If previous use of the property is Industrial or Commercial, specify use:  
\_\_\_\_\_
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?  
 Yes       No       Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
 Yes       No       Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
 Yes       No       Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
 Yes       No       Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?  
 Yes       No       Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?  
 Yes       No       Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?  
 Yes       No       Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
 Yes       No       Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- Yes       No       Unknown
- \* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

**Andi Shallvari**

Name of Applicant (print)

*Andi Shallvari*

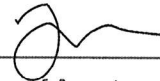
Signature of Applicant

**June 20<sup>th</sup>, 2021**

Date

**Tracey Pillon-Abbs, Pillon Abbs Inc.**

Name of Agent (print)



Signature of Agent

**June 14, 2021**

Date

**END OF SCHEDULE E**

# ZONING BY-LAW AMENDMENT APPLICATION

## DO NOT COMPLETE BELOW – STAFF USE ONLY

<b>Receipt and Assignment of Application</b>		Date Received Stamp
This application has been assigned to:		
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)	
<input type="checkbox"/> Pablo Golob (GL)	<input type="checkbox"/> Jim Abbs (JA)	
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Kevin Alexandar (KA)	
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasic (MG)	
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____	

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

<b>Internal Information</b>			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			
_____			

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

## COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority in the afternoon of Thursday, January 20, 2022 at the following location and in the order stated below. LOCATION: Electronic Participation – ZOOM format.

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1.	3:30 PM	3739030260057000000	A-001/22	SPANISH PENTECOSTAL CHURCH	1052 LANGLOIS AVE	<b>RELIEF:</b> To expand a legal non conforming use (place of worship).	
2.	3:30 PM	3739080660007010000	A-002/22	2772560 ONTARIO INC	2139 HURON CHURCH RD	<b>RELIEF:</b> To erect a 3-dimensional electronic Billboard sign with maximum height and minimum reduced distance to residential districts, side yards and existing Billboard signs.	
3.	3:30 PM	3739040570001000000	A-003/22	2833822 ONTARIO INC	360-380 TECUMSEH RD W	<b>RELIEF:</b> The creation of 2-unit dwelling units in an existing legal non-conforming use building with no additional parking.	
4.	3:30 PM	3739080100042000000	A-004/22	MOHAMMAD NASERIAN, SARA ETEMAD-RAD	3911 ROSELAND DR W	<b>RELIEF:</b> To accomodate an existing porch exceeding the maximum encroachment into a side yard.	
5.	3:30 PM	3739040140023000000	A-005/22	WINDSOR ESSEX COMMUNITY HOUSING CORPORATION	462 CRAWFORD AVE	<b>RELIEF:</b> Create multiple unit dwellings, 4 units with reduced minimum lot width and reduced number of parking spaces.	
6.	3:30 PM	3739080850003100000	A-006/22	CHLUMECKY HOLDINGS INC	620 SPRUCEWOOD AVE	<b>RELIEF:</b> To identify and address location of existing structure erected without a permit.	
7.	3:30 PM	3739080590138000000	A-007/22	MUHAMMAD SOHAIL ASLAM, LUBNA SOHAIL	1909 DOMINION BLVD	<b>RELIEF:</b> To create a new Lot with reduced minimum Lot width (retained and severed) and reduced minimum Lot area (severed).	
8.	3:30 PM	3739080590138000000	B-002/22	MUHAMMAD SOHAIL ASLAM, LUBNA SOHAIL	1909 DOMINION BLVD	<b>CONSENT:</b> To create a new Lot.	
9.	3:30 PM	3739050370146000000	A-008/22	UNIVERSITY OF WINDSOR	2555 COLLEGE AVE	<b>RELIEF:</b> Install sign with increased maximim sign face area, reduced minimum distance to residences, and increased maximum number of banner flags.	

10.	3:30 PM	3739060040117000000	A-009/22	GAVIN DELMORE	983 FORD BLVD	<b>RELIEF:</b> To accomodate a single unit dwelling with reduced minimum Lot width, side yard width and parking for Lot 374 and reduced minimum Lot width for Lot 373.	
11.	3:30 PM	3739080180076000000	A-010/22	BRITTANY LEPERA	3330 ST PATRICK'S AVE	<b>RELIEF:</b> To construct a single dwelling unit exceeding the maximum lot coverage and encroachment into rear yard for a covered porch.	
12.	3:30 PM	3739040590031000000	A-011/22	2809515 ONTARIO INC.	471 TECUMSEH RD W	<b>RELIEF:</b> The addition of one unit to an existing building exceeding maximum dwelling units and reduced parking rate.	
13.	3:30 PM	3739070730725000000	B-001/22	BANWELL COMMUNITY CHURCH	2400 BANWELL RD	<b>CONSENT:</b> To create a new Lot.	
14.	3:30 PM	3739050160118000000	B-003/22	STERLING FUELS LIMITED	3565 RUSSELL ST	<b>CONSENT:</b> To create a new Lot.	

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. **Note: To access the Agenda Record and Comments for the upcoming meeting, as well as the Minutes from the previous meeting, please visit our website at: [www.citywindsor.ca](http://www.citywindsor.ca) . Choose the Residents tab, then select Planning and click on Committee of Adjustment.**



**Subject: Confirm And Ratify Report – Appointment of Integrity Commissioner-City Wide**

**Reference:**

Date to Council: January 17, 2022  
Author: Anna Ciacelli  
Deputy City Clerk/Supervisor of Council Services  
(519) 255-6100 ext 1837  
aciacelli@citywindsor.ca  
Council Services  
Report Date: 1/6/2022  
Clerk's File #: GM/14272

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

**Recommendation:**

That the results of the email poll conducted by the City Clerk on December 22, 2021, **BE CONFIRMED AND RATIFIED:**

That Council **EXTEND** Bruce Elman's appointment as the Integrity Commissioner for the City of Windsor until June 30, 2022 so as to facilitate a strong transition, and based on the terms and conditions as set out per CR610/2019, with the inclusion of the Town of Amherstburg and Town of Lakeshore being dependent upon the agreement of those municipalities to continuing the shared agreement arrangement; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute a contract with Mr. Elman on the said terms and conditions, provided that such contract is approved as to form and technical content by the City Solicitor and as to financial content by the Chief Financial Officer & City Treasurer; and,

That Principles *Integrity* **BE APPOINTED** as the Integrity Commissioner for the City of Windsor, for a term commencing July 1, 2022 and ending on December 31, 2023, with the possibility of a two year renewal upon mutual agreement, on the terms set out in the proposal submitted by Principles *Integrity* in response to City of Windsor EO# 151-21; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute a contract with Principles *Integrity* on the said terms and conditions, subject to approval in form and technical content by the City Solicitor and as to financial content by the Chief Financial Officer & City Treasurer; and,



That all future contracts to engage an Integrity Commissioner **BE LIMITED** to a total four year term inclusive of any renewals, after which a Request for Proposals **SHALL BE CONDUCTED**. Any incumbent or former Integrity Commissioner for the City **SHALL NOT** be excluded from participating in that RFP.

### **Executive Summary:**

N/A

### **Background:**

Section 3.7 of Procedure By-law 98-2011 provides the following:

*“Telephone and/or email polls of Members of Council shall be permitted only upon authorization by the Mayor or CAO, in emergency situations requiring Council direction where time does not permit holding a special meeting of Council and/or quorum of Council cannot physically convene to consider a matter. The results of a poll must be confirmed and ratified at the next public meeting of Council”.*

At the request of Administration, Windsor City Council, at its meeting held December 20, 2021 referred Council Report C 196/2021 (attached as appendix A) entitled “Appointment of Integrity Commissioner” back to Administration to allow for further discussions and clarification in terms of a transition period.

### **Discussion:**

After discussion with Principles *Integrity* and with Mr. Elman, in order to ensure a seamless transition period, it was agreed that Mr. Elman’s contract will be extended for a period of six months which would conclude on June 30, 2022. During that time Principles *Integrity* will engage in a transition process to prepare to assume the role of Integrity Commissioner and will formally begin providing Integrity Commissioner Services on July 1, 2022.

Given the tight timelines, Mayor Dilkens authorized the City Clerk to conduct an email poll pursuant to Section 3.7 of the Procedure By-law. As a result of the poll, the recommended resolution was adopted by all members of Council unanimously.

### **Risk Analysis:**

Municipalities are required by law to have an Integrity Commissioner. From an accountability and transparency perspective, it is vital to engage in a meaningful review of the appointment from time to time to ensure the City and its citizens are well served.

## Climate Change Risks

### Climate Change Mitigation:

N/A

### Climate Change Adaptation:

N/A

### Financial Matters:

The fee structures are outlined in Report C 196/2021 included in the agenda package.

### Consultations:

n/a

### Conclusion:

It is recommended that the results of the email poll conducted on December 22, 2021 approving the above noted resolution unanimously be confirmed and ratified.

### Planning Act Matters:

N/A

### Approvals:

Name	Title
Anna Ciacelli	Deputy City Clerk/Supervisor of Council Services
Steve Vlachodimos	City Clerk & Senior Manager of Council Services
Shelby Askin Hager	Commissioner, Legal & Legislative Services
Jason Reynar	Chief Administrative Officer

### Notifications:

Name	Address	Email
Bruce P. Elman		belman@uwindsor.ca
Principles Integrity		postoffice@principlesintegrity.org

### Appendices:

- 1 Appendix A--C 196/2021-Appointment of Integrity Commissioner Report

**Subject: Appointment of Integrity Commissioner-City Wide**

**Reference:**

Date to Council: December 20, 2021  
Author: Sandra Gebauer  
519-255-6100 ext. 6331  
sgebauer@citywindsor.ca  
Council Services  
Report Date: 12/9/2021  
Clerk's File #: GM/14272

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

**Recommendation:**

THAT Principles *Integrity* **BE APPOINTED** as Integrity Commissioner for the City of Windsor, for a term commencing January 1, 2022 and ending on December 31, 2023, with the possibility of a further two year renewal upon mutual agreement, on the terms set out in the proposal submitted by Principles Integrity in response to City of Windsor EOI # 151-21; and,

THAT The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute a contract with Principles *Integrity* on the said terms and conditions, subject to approval in form and technical content by the City Solicitor and as to financial content by the Chief Financial Officer & City Treasurer; and,

THAT all future contracts to engage an Integrity Commissioner **BE LIMITED** to a total four year term inclusive of any renewals, after which a Request for Proposals **SHALL BE CONDUCTED**. Any incumbent or former Integrity Commissioner for the City **SHALL NOT** be excluded from participating in that RFP.

**Executive Summary:**

N/A

**Background:**

In 2019, City Council re-appointed Bruce Elman as the Integrity Commissioner for the term of January 1, 2020 through December 31, 2021 per CR610/2019:

*That Council **DIRECT** that Bruce Elman **BE APPOINTED** as the Integrity Commissioner for the City of Windsor for the term January 1, 2020-December 31, 2021 with the*

*possibility of a further two year renewal upon mutual agreement, on the terms and conditions stated herein; and,*

*That the City of Windsor **BE AUTHORIZED** to re-enter into an agreement with the Town of Amherstburg for shared Integrity Commissioner Services as outlined in the report; and,*

*That the City of Windsor **BE AUTHORIZED** to likewise enter into an agreement with the Town of Lakeshore as outlined in the report; and,*

*That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute a contract with Mr. Elman on the said terms and conditions, provided that such contract is approved as to form and technical content by the City Solicitor and as to financial content by the Chief Financial Officer & City Treasurer, and further,*

*That, when this contract expires and is next considered by Council, that Administration **BE DIRECTED** to include in its report to Council information regarding the advisability of term limits for Integrity Commissioners, including information on what Windsor's municipal comparators are implementing in this regard.*

Administration wishes to express our appreciation to Mr. Elman for his years of service to the City in his capacity as Integrity Commissioner.

Upon review, it was determined that the last Expression of Interest for the position of Integrity Commissioner for the City of Windsor was put out in 2008, and therefore it was appropriate that invitation for Expressions of Interest for this position be issued. This legislatively mandated position is important not only to the City, but also to the public, and transparency and continued improvement is vital.

### **Discussion:**

In October 2021, an Expression of Interest for the position of Integrity Commissioner was issued by the City of Windsor's Purchasing Department via Biddingo, their online purchasing portal, and by posting it to the City of Windsor website.

Required qualifications included:

- A degree in a relevant field of study such as Law, Ethics, or Public Administration;
- Comprehensive knowledge of the legislative framework, including the *Municipal Act*, lobbying legislation and by-laws, municipal codes of conduct, and the *Municipal Conflict of Interest Act*, enhanced by extensive experience with municipal government, governance and administrative law;
- Ability to interpret and apply the provisions of various statutes, regulations, policies, and other enabling frameworks;
- Experience managing sensitive inquiries, conducting investigations, and making appropriate recommendations;

- Familiarity with investigatory procedures and the applicable legal principles, particularly as they relate to evidence, legal interpretation and natural justice, as well as the application of alternative dispute resolution methods;
- At least ten (10) years of senior-level management, legal or judicial experience
- Proven impartiality, independence, neutrality, sound judgment, and high ethical standards;
- Outstanding written and oral communication skills and experience interacting at a senior level, in the public realm, with a broad range of stakeholders and decision-makers.

The closing date was November 4, 2021.

Submissions were received from:

1. Bruce P. Elman LL.D.
2. Principals *Integrity* – Jeffrey Abrams and Janice Atwood-Petkovski
3. David G. Boghosian, Boghosian + Allen LLP

The submissions were reviewed by a panel facilitated by the purchasing department and comprised of the City Clerk and a senior legal counsel. Based on this review, administration recommends the appointment of Principles Integrity. Principles Integrity offers an extremely broad range of experience in the field, provided by two senior lawyers with significant and varied municipal experience in both legal and governance roles. While cost was not a determinative factor, it is noted that the fee structure of Principles Integrity is also the most economical of the three proposals, giving the opportunity to utilize any remaining budget dollars for learning and training opportunities for City Council.

### **Principles *Integrity***

Principles *Integrity* was established in early 2017 and is a partnership operated by its principals Jeffrey Abrams and Janice Atwood-Petkovski, who each have over 30 years of experience working for municipalities in fields of municipal law and governance, and now as integrity commissioners. The firm serves as Integrity Commissioner to approximately 40 municipalities and other public bodies across Ontario. Principles *Integrity* has also been appointed as closed meeting investigator, lobbyist registrar, and/or municipal ombudsman for some of their client municipalities. They highlight the fact that their career experience provides them a valuable perspective resulting from having been ‘consumers’ and now providers of integrity commissioner services.

By way of summary, the qualifications of each principal are as follows:

***Jeffrey A. Abrams, B.A., LLB.***

Mr. Abrams has been a Co-Principal of Principles *Integrity* since 2017. Prior to establishing this partnership, Mr. Abrams served in municipal government in various capacities including serving as the City Clerk for the Corporation of the City of Vaughan, Deputy Regional Clerk for the Regional Municipality of York, Director-Secretariat, Printing & Distribution as well as Senior Solicitor for the City of Toronto. Additionally, Mr. Abrams served as Principal at Abrams Law & Strategy, and has held various positions with Ontario Public Service.

***Janice Atwood-Petkovski, Hon.B.A., LL.B.***

Ms. Atwood-Petkovski has also been a Co-Principal of Principles *Integrity* since 2017. Prior to establishing this partnership with Mr. Abrams, Ms. Atwood-Petkovski served in municipal government in various capacities, including serving as City Solicitor for the City of Hamilton, Commissioner of Legal & Administrative Services and City Solicitor for the City of Vaughan, Legal counsel for the City of Mississauga and Director of Enforcement and Administrative Law of the City of Brampton.

Principles *Integrity's* submission was very thorough and provided detailed examples of related work. The firm's philosophy is that the objective in appointing an integrity commissioner is to raise the public's perception that their elected and appointed officials operate with integrity. They do this by drafting effective codes of conduct and other policies governing ethical behaviour, by providing pragmatic binding advice to elected officials and by seeking to resolve matters when claims of transgressions are made.

Principles *Integrity* seek to resolve matters informally when possible, through education, course correction and by setting reasonable expectations for outcomes. They will be objective and sensitive of concerns as they are raised. Should formal investigations occur, Principles *Integrity* will ensure procedural fairness and the achievement of public interest objectives.

**2) Other applicants**

a) Bruce P. Elman LL.D. (incumbent)

Mr. Bruce Elman has held the post of Integrity Commissioner at the City of Windsor since August 1, 2011 and is the former Dean of the University of Windsor Law School. Additionally, Mr. Elman has served as Integrity Commissioner for the Town of Amherstburg since January 1, 2018 and for the Town of Lakeshore since January 1, 2020 pursuant to an agreement with the City. The City of Windsor was Mr. Elman's first appointment in the position of Integrity Commissioner and he has provided good service to the City. His experience is limited to serving only the City and the two neighbouring municipalities.

Mr. Elman has indicated in his submission that he would commit to a final two-year term, from January 1, 2022 through December 31, 2023, without the possibility of a renewal. It is also noted that Mr. Elman's financial submission was the most costly.

b) David G. Boghosian – Boghosian + Allen LLP

Mr. David Boghosian has more than thirty years of legal experience, including significant experience in advising and representing Ontario municipalities on compliance matters and the conduct of investigations. Mr. Boghosian has no previous experience in the role of Integrity Commissioner but has worked closely with integrity commissioners in code of conduct related lawsuits. He proposes to engage a junior lawyer to assist in performing the duties.

### 3) Term Limits and Selection Methodology

Surrounding municipalities were surveyed to determine how they appoint Integrity Commissioners and whether term limits have been introduced which would limit the number of terms an Integrity Commissioner may serve. Responses were received from seven (municipalities), all of which appointed their integrity commissioners through an RFP process. No provisions limit the number of terms an Integrity Commissioner may serve, with the exception of Mississauga as their policy does not permit the Integrity Commissioner to be in that role for “consecutive” terms, so therefore they can’t re-apply until the following term.

<b>MUNICIPALITY</b>	<b>PROCESS</b>	<b>FIXED-TERM DETAILS (contractual relationship that lasts for a specified period)</b>	<b>TERM LIMITS (limits the number of terms an officeholder may serve in a particular position).</b>
City of Hamilton	RFP Process	Term ends with term of Council.	No term limit; the incumbent has the option to re-submit for consideration as part of the RFP process.
City of London	RFP Process and targeted recruitment process (2017)	Term with 2 year extension. Additional extension by Council approval.	No term limit.
City of Barrie	RFP Process	By Council Decision	No term limit.
City of Thunder Bay	RFP Process	By Council Decision	No term limit.
City of Burlington	RFP Process	By Council Decision	No term limit.
City of Mississauga	RFP Process	4-year non-renewable term/ends with term of Council.	Their policy does not permit the Integrity Commissioner to be in that role for “consecutive” terms, so therefore they can’t re-apply until the following term
City of Chatham-Kent	RFP Process	2-year term plus two 1-year extensions if desired by both parties.	No term limit; the incumbent has the option to re-submit for consideration as part of the RFP process.

With regards to fixed term details as part of a contractual relationship, they seem to be in line with the end of the Council term. From a risk and continuity perspective, however, a contract coinciding with the term of Council could create challenges with respect to Council orientation and training, which ideally takes place beginning prior to inauguration and continues through the early term of Council. To mitigate this, any procurement should be done with sufficient time to ensure transition if needed.

Administration undertook an Expression of Interest process rather than an RFP; the methodology is fundamentally the same and would result in the same recommendation, but does not result in a binding outcome.

The present contractual proposal is for two years, with a possible two-year extension provided all parties are satisfied and agree. This mitigates the risk of entering into a long-term contract with a new party to provide this important service by allowing a “decision point” after two years.

In order to capture what appears to be best practice across other municipalities in terms of recruitment and management of the function, Administration recommends that in future, the total term of an agreement with an Integrity Commissioner including all possible renewals be limited to four years. At the expiry of that four-year period, Administration recommends undertaking a formal RFP for Integrity Commissioner services. At this time, Administration does not recommend a “lifetime” limit that would prevent current or prior City Integrity Commissioners from responding to an RFP. The landscape may change, but the current application pool demonstrates few candidates, and it would not be in the City’s best interests to limit its options.

Administration will also seek input regarding performance of the Integrity Commissioner, which will help inform any renewal and subsequent RFP process.

Early in the new year, Administration will invite the new Integrity Commissioner, if approved, to a regular Council meeting to introduce themselves to Council and the public.

### **Risk Analysis:**

Municipalities are required by law to have an Integrity Commissioner. From an accountability and transparency perspective, it is vital to engage in a meaningful review of the appointment from time to time to ensure the City and its citizens are well served.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A



**Climate Change Adaptation:**

N/A

**Financial Matters:**

Principles Integrity offers the following fee structure:

- Retainer: \$1,000. Annually
- Hourly Rate: \$275 per hour (regardless of whether one or both principals attend)
- Mileage rate: \$0.54 per km, or the rate in place in the municipality.
- Will provide capped rates (which will include costs of preparation and travel) for attendances for training and code review.
- No charge for photocopying or similar incidentals.

An amount of \$25,500 is allotted for the services of the Integrity Commissioner in the approved operating budget. A further \$5,000 is budgeted for Meeting Investigation services. Given the fee structure proposed by Principles Integrity is less than what the City has been paying for many years – and is accordingly below budget – additional services to assist Council could be funded by this amount.

**Consultations:**

Alexandra Taylor, Financial Planning Administrator

**Conclusion:**

Administration recommends the engagement of Principles Integrity to act as Integrity Commissioner for the City of Windsor for a total potential term of four years through a two-year contract followed by a two-year renewal.

Administration recommends requiring that future engagements be secured by RFP, and that the total term of the agreements, inclusive of renewals, be limited to four years, at which time a new procurement must be undertaken.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Sandra Gebauer	Council Assistant
Alexandra Taylor	Financial Planning Administrator

Name	Title
Steve Vlachodimos	City Clerk/Senior Manager Council Services
Shelby Askin Hager	Commissioner, Legal & Legislative Services
Joe Mancina	Commissioner, Corporate Services CFO/City Treasurer CFO/City Treasurer
Jason Reynar	Chief Administrative Officer

**Notifications:**

Name	Address	Email
Bruce P. Elman		<a href="mailto:belman@uwindsor.ca">belman@uwindsor.ca</a>
David G. Boghosian		<a href="mailto:dgb@boglaw.ca">dgb@boglaw.ca</a>
Principles <i>Integrity</i>		<a href="mailto:postoffice@principlesintegrity.org">postoffice@principlesintegrity.org</a>

**Appendices:**



**Subject: CQ-14-2018 - Cabana Road East / Roseland Public School Pedestrians – Ward 9**

**Reference:**

Date to Council: December 20, 2021

Author: Rania Toufeili

Policy Analyst

519-255-6543 ext. 6830

rtoufeili@citywindsor.ca

Planning & Building Services

Report Date: September 17, 2021

Clerk's File #: ST2021

To: Mayor and Members of City Council

**Recommendation:**

1. THAT report C 141/2021, "Cabana Road East / Roseland Public School Pedestrians – Ward 9" **BE RECEIVED** for information.
2. THAT previously-deferred reports S 156/2018, "CQ14-2018 Cabana Road East / Roseland Public School Pedestrians", S 29/2019, "Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians"; and C 45/2019, "Second Additional Information - S 156/2018 CQ14-2018 Cabana Road East Pedestrians" **BE RECEIVED** for information.
3. THAT the installation of speed control measures to include radar speed feedback signs, Community Safety Zone signs and School Area signs **BE APPROVED** on Cabana Road East in front of Roseland Public School.
4. That Traffic By-law 9148 **BE AMENDED** as listed and attached in Appendix 1 of this report.
5. That the City Solicitor **BE DIRECTED** to prepare the necessary documents to amend the by-law.
6. THAT the installation of flexible bollards during non-winter months **BE APPROVED** on Cabana Road East in front of Roseland Public School to improve sight lines and increase safety.
7. That the annual operating cost requirements **BE REFFERED** to the 2023 budget.

## Background:

At its April 19, 2019 meeting, Council adopted the following recommendation:

*That the report of the Environment, Transportation & Public Safety Standing Committee regarding “CQ14-2018 Cabana Road East / Roseland Public School Pedestrians – WARD 9 and Additional Information – CQ14-2018 Cabana Road East Roseland Public School Pedestrians – WARD 9” **BE DEFERRED** to a future meeting of Council, to allow for the citywide traffic calming report to be issued and considered first.*

The City of Windsor Traffic Calming Policy has since been updated and approved by Council on April 2021.

## Related Reports and History

Other related reports are as follows:

- **C 45/2019 Cabana Road East Pedestrians** was brought before Council at the April 19, 2019 meeting. This report provided information and options for a crosswalk in the vicinity of Roseland Public School per the Environment, Transportation and Public Safety Committee’s request on February 20, 2019.
- **S 156/2018 CQ14-2018 Cabana Road East / Roseland Public School Pedestrians** responded to a Council Question regarding pedestrians at this location. The report:
  - Confirmed that a pedestrian crossover is not recommended for Cabana Road East at Karen Street/Clara Avenue,
  - Confirmed that the existing school crossing meets provincial guidelines, and
  - Addressed resident concerns about pedestrians crossing Cabana Road East outside of the times when a crossing guard is on duty.
- **S 90/2018 Pedestrian Crossovers** provided a list of locations City-wide where pedestrian crossovers had been requested and referred the list of warranted locations to 2019 budget deliberations. This report noted that a pedestrian crossover is not recommended for Cabana Road East at Karen Street/Clara Avenue.
- **S 29/2019 Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians** provided additional information on:
  - Performance of the school crossing after sign and pavement marking upgrades, and
  - Speeds on Cabana Road East before widening, after widening, and after the sign and pavement marking upgrades.

## Discussion:

### Existing Conditions

As shown in **Figure 1**, a school crossing is provided on Cabana Road East at Karen Street / Clara Avenue immediately east of Roseland Public School. In accordance with normal practice and the City of Windsor *Crossing Guard Procedure*, school crossing guards are provided for 30 minutes in the morning before the school's arrival bell time and for 30 minutes in the afternoon following the school's dismissal bell time. Beginning with the start of the 2018-2019 school year, two crossing guards are provided at this crossing.

This portion of Cabana Road East was recently reconstructed in accordance with the Cabana Road Environmental Assessment preferred design. As part of this reconstruction, the roadway was widened to provide 4 general purpose lanes and bicycle lanes. Figure 1 shows the most recent lane configuration on Cabana Road East.



**Figure 1: Area Map (2019 Aerial Photo)**

The speed limit on Cabana Road is 50 km/h. Since the reconstruction, speeds have been identified as high in the study area as per **Table 1** below.

### **Table 1 – Cabana Road East Speeds**

Date	Overall (24 hours)		During Crossing Guard Times	
	Average Speed	85 <sup>th</sup> Percentile Speed	Average Speed	85 <sup>th</sup> Percentile Speed
September 2016 (before widening)	55 km/h	65 km/h	54 km/h	65 km/h
September 2018 (after widening)	58 km/h	66 km/h	62 km/h	66 km/h
January 2019 (after upgrades)	61 km/h	69 km/h	60 km/h	67 km/h

The results from these speed surveys have been shared with Windsor Police Services for their action as they deem appropriate.

## Controlled Pedestrian Crossing Evaluation

### Pedestrian Crossover

As noted previously in report S 90/2018, Cabana Road East near Clara Street does not meet the Ontario Traffic Manual (OTM) requirements for a pedestrian crossover. The OTM provides guidelines for the appropriate level and type of pedestrian crossover based on the roadway speed, traffic volumes and roadway width.

The following criteria are not in line with the guidelines for placing a pedestrian crossing on this segment of Cabana Road East:

- *Roadway width* – The existing roadway width on Cabana Road East exceeds the recommended roadway width for a pedestrian crossing: 15 meters is the maximum recommended width while 16.4 meters is the current roadway width.
- *Traffic volumes* – The maximum recommended 8 hour traffic volumes is 7500 vehicles for a Level 1 Type A pedestrian crossing and 6000 vehicles for a Level 2 Type B pedestrian crossing. The 8 hour traffic volume on Cabana Road East in this area is 8506 vehicles, exceeding the recommended volume.

It is important to further note that research cited in the Ontario Traffic Manual found that when a pedestrian crossover is provided at locations where the vehicle volume is higher than the recommended maximum volume, poor compliance by drivers typically results, and that driver compliance decreases as vehicle volume increases. This poor compliance would pose safety issues, particularly in a school area.

The installation of the pedestrian crossover is not recommended by the OTM but would not contravene with the Highway Traffic Act. The cost of a Level I Type A crossover at this location is between \$60,000-\$75,000 with an estimated annual maintenance cost of \$2,400. Annual costs are for electrical power and maintenance only, they do not include repairs or future replacement costs.

## **Intersection Pedestrian Signal (“Half Signal”)**

For cases where the vehicle volume is higher than the recommended maximum for a pedestrian crossover, the Ontario Traffic Manual recommends considering a traffic signal. The warrant criteria for an intersection pedestrian signal are; volume of pedestrian crossings, and the delay to pedestrians. An intersection pedestrian signal would not meet warrant based on the pedestrian crossing volumes at this location, however this can be seen as the more appropriate alternative to a pedestrian crossover due to the higher vehicle volumes and increased safety risk posed by this.

A pedestrian signal has the potential to create significant backups to traffic on Cabana Road East due to the proximity to the signals at both Holburn Street and Howard Ave. In particular, queues waiting at a red light facing eastbound will block access both in and out of the kiss and ride driveways at the school.

The cost of an intersection pedestrian signal at this location is between \$75,000-\$100,000 with an estimated annual maintenance cost of \$5,500. Annual costs are for electrical power and maintenance only, they do not include repairs or future replacement costs. Major repairs and replacement costs would need to be added to the upcoming Asset Management Plan and additional capital funds would be required.

Given that a pedestrian signal is not warranted on this road segment it is not currently prioritized by administration for Cabana Road East. The installation of the pedestrian signal is not recommended but would not contravene with the Highway Traffic Act. Where the protection of schoolchildren walking to and from school is the primary concern for a pedestrian crossing, the Ontario Traffic Manual generally recommends a school crossing rather than other controlled crossing types. Since a school crossing is currently provided with two crossing guards, Administration does not recommend any changes to the pedestrian crossing type.

## **Recommended Traffic Control Measures**

### ***Arterial Speed Control - Radar Speed Feedback Signs***

As per Council’s question, the updated traffic calming policy and identified measures have been considered for this area. The updated 2021 Traffic Calming Policy identifies Radar Speed Feedback Signs as an effective traffic calming measure for arterial roadways with high speeds such as Cabana Road East. Radar speed Feedback Signs can be described as *“Post or pole-mounted radar speed feedback signs provide immediate feedback alerting the driver to their speed. Ideally, this will encourage drivers to obey the speed limit. Additional enforcement or physical measures are encouraged to reinforce the treatment.”* Therefore, given the detected speeds on Cabana Road, radar feedback signs are recommended on Cabana Road on both the north and south sides of the roadway (two signs) for bi-directional traffic.

**School Area**

The School Neighbourhood Policy identifies the subject area near Roseland Public School as a “School Area” based on criteria outlined in the Policy. Per the policy, School Area Signs (WC-1) are required along the roadway for the school, placed in accordance with Ontario Traffic Manual Book 6. The purpose of the school area signs is to provide advance warning informing motorists that they are approaching a school area. This prepares drivers for the increased hazard or dangers related to the unpredictable behaviours of children near traffic. School area signs should be used where the school is adjacent to a major highway or arterial road, such as Cabana Road East. Two school area signs are required at Cabana Road for bi-directional traffic.

**Community Safety Zone**

Furthermore, given the recent road widening at Cabana Road East and the number of traffic complaints related to school safety, it is recommended that this area of Cabana Road be identified as a Community Safety Zone. This request has also been made by Roseland Public School and the School Board Administration. Per the Community Safety Zone Policy, Community Safety Zones are intended for locations where public safety is a special concern on that part of the roadway. The presence of a School Area as included above, is taken into consideration to warrant a Community Safety Zone per the policy. A by-law amendment and two signs are required for this implementation. Furthermore, OTM Book 5 indicates that Community Safety Zone signage is placed in areas where the safety of children and citizens is paramount. The addition of a Community Safety Zone will require an amendment to Traffic By-Law 9148 as shown in **Appendix 1**.

**Bollards at the Bike Lanes**





It has been indicated by Traffic Operations and Parking Services that there are issues with drivers pulling in to the side of the road and on to the bikes lanes in order to drop off or pick up children from school. This has caused sight line concerns for drivers and impeding their ability to see the school crossing guards past any parked cars. Furthermore, this issue creates unsafe conditions in the bike lanes and on the roadway. In order to mitigate this concern, flexible bollards have been installed as a pilot to determine the feasibility and functionality. Flexible bollards are removed for the winter maintenance season to prevent damage to the bollards by plows and to allow the bicycle lane to be cleared of snow. The bollards will be in place seasonally, from April 1 to November 1, approximately (exact dates dependent on weather).



## Summary of Recommendations

**Table 2** summarizes the recommended traffic measures for Cabana Road East in the area of Roseland Public School.

**Table 2 - Traffic Measures to be implemented for Roseland Public School**

Traffic Measure	Description
<p><b>Radar Speed Feedback Signs</b></p> 	<p>Identified in the Traffic Calming Policy as a measure for arterial roadway speed control. Provides feedback and encourages drivers to obey the speed limit.</p>
<p><b>School Area Signage</b></p> 	<p>Identified in the School Neighbourhood Policy based on the classification of Roseland Public School as a School Area. Provides advance warning informing motorists that they are approaching a school area.</p>
<p><b>Community Safety Zone Signage and Enforcement</b></p> 	<p>The Community Safety Zone Policy identifies the placement of Community Safety Zones at locations where public safety is a special concern on a part of the roadway. Police enforcement can issue additional fines for speeding violations in these zones and additional signage is placed in the area to notify drivers.</p>
<p><b>Flexible Bollards (non-winter months)</b></p> 	<p>Suggested mitigation strategy to prevent vehicles from parking and stopping in the bike lanes, causing sight line concerns for drivers and the school crossing guards. It is predicted that this will lead drivers to pull into the school driveway.</p>

### Risk Analysis:

No critical or significant risks have been identified with the recommendations of this report; they are in line with the Traffic Calming Policy, Community Safety Zone Policy, School Neighbourhood Policy and the Ontario Traffic Manual.

## Climate Change Risks

### Climate Change Mitigation:

Indirect GHG decreases may come from decreased car travel speeds due to potentially higher enforcement priority and speed control measures; the implementation of a Community Safety Zone, School Area and Radar Speed Feedback Signs. Furthermore, the implementation of flexible bollards for protected bike lanes may increase cycling and shifts to active transportation.

### Climate Change Adaptation:

The gradual increase in annual mean temperatures, along with the decreasing frequency of days below -10°C due to climate change may lead to an increase in cycling/pedestrian traffic during traditionally colder months. Because of this modal shift, demand for Community Safety Zones may gradually increase over time.

### Financial Matters:

#### Cost of Recommended Traffic Control Measures

The recommendations of this report include the purchase and installation of two radar speed feedback signs, two School Area signs, four Community Safety Zone signs and flexible bollards.

The estimated cost of purchasing and installing each radar feedback sign is \$6,925. Therefore, the estimated total cost of two signs will be \$13,850. These costs can be charged to the Traffic Calming Initiatives Project, 7069022, which has sufficient funding to cover these expenses. An annual maintenance cost of \$500 (not including any replacement) is also estimated for these signs.

The estimated cost for purchasing and installing signage (two School Area signs and four Community Safety Zone signs) is \$3,600. These costs can be charged to the School Neighbourhood Policy project, 7202008, which has sufficient funding to cover these expenses. An annual maintenance cost of \$300 (not including any replacement) is also estimated for these signs.

The cost for purchasing and installing the bollards was \$9,472. In addition to this, they were removed for the winter months which posed an additional cost of \$2,242. This brought the total initial cost for piloting the bollards to be \$11,714. The funds for this pilot project came out of Bikeways Development. The installation and removal costs will occur every year as the bollards need to be removed for the winter months and re-installed in the spring. Furthermore, additional bollards may need to be purchased if bollards are damaged and reach end-of-life. Therefore, an additional annual maintenance cost of \$4,500 is estimated.

The total initial estimated cost of implementing the recommendations in this report is \$29,164 and an annual maintenance cost is required of \$5,300. Administration recommends referral of the required annual operating budget for the annual maintenance requirements to the 2023 operating budget. A summary of costs is provided in **Table 3**.

**Table 3 – Summary of Costs for Traffic Measures**

<i>Traffic Measure</i>	Purchasing and Installation Costs	Maintenance Costs (Annual)
<i>Radar Speed Feedback Signs (2)</i>	\$13,850	\$500 (not including replacement)
	Traffic Calming Capital Budget	Funding to be determined.
<i>Community Safety Zone Signs (4)</i>	\$2,400	\$200 (not including replacement)
	School Neighbourhood Policy Implementation	Funding to be determined.
<i>School Area Signs (2)</i>	\$1,200	\$100 (not including replacement)
	School Neighbourhood Policy Implementation	Funding to be determined.
<i>Flexible Bollards</i>	\$11,714	\$4,500
	Bikeways Development	Funding to be determined.
<i>Total Cost</i>	<b>\$29,164</b>	<b>\$5,300</b>

**Cost of Pedestrian Crossing Alternatives**

A pedestrian crossing is not recommended at this location per the Ontario Traffic Manual guidelines, however implementation would not contravene with the Highway Traffic Act. As outlined in the report the pedestrian signal is the preferred alternative to the pedestrian crossover at this location due to high volumes and yielding concerns.

The following costs are associated with the pedestrian crossovers mentioned in this report:

- Pedestrian crossover: **\$60,000-\$75,000** with **\$2,400** annual maintenance costs.
- Pedestrian signal: **\$75,000-\$100,000** with **\$5,500** annual maintenance costs.

Furthermore, school crossing guards are only provided at pedestrian crossovers or signalized pedestrian crossings in special circumstances. The existing school crossing is staffed by two guards for one hour per day (30 minutes in the morning, 30 minutes in the afternoon). Elimination of the school crossing will result in an annual savings in wages and fringe benefits. The amount of savings from the Crossing Guard Operating Budget item will be \$6,250 per year at current rates.

These savings will be reduced to \$3,125 per year if the crossing is staffed with a single guard after a pedestrian crossover or pedestrian signal is installed.

There is currently no funding available for a pedestrian crossing at this location.

**Consultations:**

Shawna Boakes – Senior Manager of Traffic Operations and Parking Services  
 Phong Nguy – Manager of Contracts, Field Services, and Maintenance  
 Roberta Harrison – Maintenance Co-ordinator  
 Bill Kralovensky – Co-ordinator of Parking Services  
 Cindy Becker – Financial Planning Administrator, Public Works Operations  
 Michael Denis – Financial Manager, Asset Planning

**Conclusion:**

Administration has reviewed Cabana Road East at Karen Street / Clara Avenue. This review found that the existing school crossing continues to be the appropriate type of pedestrian crossing for this location. A pedestrian crossover is not recommended.

In order to address traffic concerns on Cabana in the area of Roseland Public School, three speed control measures were identified and are recommended as outlined in this report; radar speed feedback signs, school area signs and creating a community safety zone. These measures are in line with City of Windsor policies. Furthermore, in order to address sight line issues in front of the school bollards have been placed to create protected bike lanes and prevent drivers from stopping in the bike lane and causing sight line concerns in non-winter months.

Pedestrian crossings are not recommended at this location based on the Ontario Traffic Manual. If a pedestrian crossing was to be implemented at this location a pedestrian signal would be preferred to a pedestrian crossover due to high vehicle volumes.

**Planning Act Matters:**

N/A

**Approvals:**

<b>Name</b>	<b>Title</b>
Jeff Hagan	Transportation Planning Senior Engineer
Josie Gualtieri	Financial Planning Administrator
John Revell	Chief Building Official
Chris Nepszy	Commissioner of Infrastructure Services
Shelby Askin Hager	Commissioner of Legal and Legislative Services
Joe Mancina	Commissioner of Corporate Services, Chief Financial Officer/City Treasurer
Jason Reynar	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
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<b>Name</b>	<b>Address</b>	<b>Email</b>
Councillor McKenzie		
John Wayvon, Principal Roseland Public School	620 Cabana Road E Windsor ON N9G1A4	
Ian Bawden Constituency Assistant Brian Masse, M.P. Windsor West		
Shelley Armstrong Superintendent of Business Greater Essex County District School Board		Shelley.Armstrong@publicboard.ca
Alicia Higgison Trustee & Chairperson of the Board Greater Essex County District School Board		alicia.higgison@publicboard.ca
Sarah Cipkar Trustee Greater Essex County District School Board		sarah.cipkar@publicboard.ca
Linda Qin Trustee Greater Essex County District School Board		linda.qin@publicboard.ca
Signatories to Cabana/Karen/Clara petition (Appendix to report S 90/2018) <i>(list provided to Clerks)</i>		

### **Appendices:**

- 1 Traffic By-Law Amendments
- 2 S156/2018 - CQ14-2018 Cabana Road East Roseland Public
- 3 Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians.doc
- 4 Second Additional Information - CQ14-2018 Cabana Road Appendix 4 - East Roseland Public School Pedestrians.pdf

**AMENDMENTS TO TRAFFIC BY-LAW 9148**

<b>ITEM</b>	<b>REGULATION</b>	<b>STREET</b>	<b>BETWEEN</b>	<b>TIMES/DAY</b>	<b>REASON</b>
1	Schedule "Q" Community Safety Zones <b>ADD</b>	Cabana Road East	Howard Avenue to Holburn Street	At all times	Roseland Public School

**Subject: CQ14-2018 Cabana Road East / Roseland Public School  
Pedestrians - WARD 9**

**Reference:**

Date to Council: April 15, 2019

Author: Jeff Hagan

Policy Analyst

519-255-6247 ext 6003

jhagan@citywindsor.ca

Report Date: 9/12/2018

Clerk's File #: ST2018

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

**Recommendation:**

That report of the Policy Analyst dated September 12, 2018 entitled CQ14-2018 Cabana Road East / Roseland Public School Pedestrians **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

At the August 27, 2018 meeting of Council, Councillor Payne asked the following Council Question:

***CQ 14-2018***

*Asks for a report soon on the feasibility of installing a school crosswalk on Cabana Road East in the vicinity of Roseland Public School for the safety of children crossing in light of the recent widening of the street to four lanes.*

This report provides the requested response.

**Related Reports**

Report *S 90/2018 Pedestrian Crossovers* was brought before the Environment, Transportation and Public Safety Standing Committee at its August 29, 2018 meeting. This report addressed a number of locations where pedestrian crossovers have been

requested, including Cabana Road in the vicinity of Roseland Public School. At the August 29, 2018 meeting, the Standing Committee deferred the report in order to allow consideration of it along with the response to CQ 14-2018 (addressed in this report) and CQ 17-2018 (addressed in a separate report), which also concerned pedestrian crossovers.

## Discussion:

### Existing Conditions

As shown in Figure 1, a school crossing is provided on Cabana Road East at Karen Street / Clara Avenue immediately east of Roseland Public School. In accordance with normal practice and the City of Windsor *Crossing Guard Procedure*, school crossing guards are provided for 30 minutes in the morning before the school's arrival bell time and for 30 minutes in the afternoon following the school's dismissal bell time. Beginning with the start of the 2018-2019 school year, two crossing guards are provided at this crossing.

This portion of Cabana Road East was recently reconstructed in accordance with the Cabana Road Environmental Assessment preferred design. As part of this reconstruction, the roadway was widened to provide 4 general purpose lanes and bicycle lanes.





## Figure 1: Area Map (2017 Aerial Photo)

### Pedestrian Crossing Evaluation

Based on service requests received, Administration reviewed the existing school crossing to determine whether converting the crossing to a pedestrian crossover would be warranted according to Ontario Traffic Manual guidelines. As noted previously in report S 90/2018, this location does not meet the requirements for a pedestrian crossover. The results of the review are summarized as follows:

- The width of Cabana Road East at the crossing location exceeds the maximum crossing width for a pedestrian crossover recommended by the Ontario Traffic Manual (for two-way roads: 4 lanes).
- Most pedestrians crossing at this location are children who are crossing at times when crossing guards are present.
- The number of pedestrians crossing at this location is too low to warrant a pedestrian crossover except for a location on a “pedestrian desire line” (i.e. the path that pedestrians would naturally choose, taking into account the locations of pedestrian attractors and generators, distance to nearby controlled crossings, and connections to the wider pedestrian network). However, the crossing is a pedestrian desire line primarily because a school crossing has been provided.

Where the protection of schoolchildren walking to and from school is the primary concern for a pedestrian crossing, the Ontario Traffic Manual generally recommends a school crossing rather than other controlled crossing types. Since a school crossing is currently provided, Administration does not recommend any changes to the pedestrian crossing type.

Administration received a resident petition (provided as an appendix to report S 90/2018) that raised concerns about pedestrians other than students crossing Cabana Road East at the school crossing at times when a guard was not present. In response, Administration carried out an additional pedestrian count while school was not in session (Friday, August 31, 2018). This additional count found that 11 pedestrians crossed Cabana Road at or near the school crossing in an 8-hour period (8:30 a.m. to 2:00 p.m. and 2:30 p.m. to 4:30 p.m.).

During the Cabana Road reconstruction, underground conduit was installed to facilitate pedestrian signals, should they become warranted. Currently, Cabana Road at Karen Street / Clara Avenue does not meet the warrant for traffic signals; Administration will continue to monitor the intersection periodically. If the warrant for traffic signals is met, Administration will bring forward a recommendation at that time.

### Risk Analysis:

Risks were identified in report S 90/2018. No additional risks have been identified.

**Financial Matters:**

No financial expenditures are associated with the report recommendations.

**Consultations:**

John Wolf, Traffic Operations

**Conclusion:**

Administration has reviewed Cabana Road East at Karen Street / Clara Avenue. This review found that the existing school crossing continues to be the appropriate type of pedestrian crossing for this location. A pedestrian crossover is not recommended.

**Planning Act Matters:**

N/A

**Approvals:**

<b>Name</b>	<b>Title</b>
Josette Eugeni	Manager of Transportation Planning
Wira Vendrasco	Deputy City Solicitor
Shelby Askin-Hager	City Solicitor and Corporate Leader, Economic Development and Public Safety
Onorio Colucci	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
Councillor Payne		

**Appendices:**

N/A

**Subject: Additional Information - CQ14-2018 Cabana Road East  
Roseland Public School Pedestrians - WARD 9**

**Reference:**

Date to Council: April 15, 2019  
Author: Jeff Hagan  
Policy Analyst  
519-255-6247 ext 6003  
jhagan@citywindsor.ca

Report Date: January 24, 2019  
Clerk's File #: ST2019

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

**Recommendation:**

THAT report S 29/2019 "Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians" **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

At the August 27, 2018 meeting of Council, former Councillor Payne asked the following Council Question:

***CQ 14-2018***

*Asks for a report soon on the feasibility of installing a school crosswalk on Cabana Road East in the vicinity of Roseland Public School for the safety of children crossing in light of the recent widening of the street to four lanes.*

Report S 156/2018 CQ14-2018 Cabana Road East / Roseland Public School Pedestrians was brought before the Environment, Transportation and Public Safety Standing Committee at its October 17, 2018 meeting. That report, as well as related report S 90/2018 Pedestrian Crossovers, were deferred at that meeting to allow the opportunity for comment from the Windsor Police Service.

Report S 156/2018 noted the following key conclusions:

- The existing school crossing is consistent with provincial guidance and normal practice.
- The crossing was reviewed for conversion to a pedestrian crossover. The review found that this location does not meet the normal requirements for a pedestrian crossover.
- The crossing was reviewed for potential installation of traffic signals (either a full signal or a pedestrian signal). The warrants for a signal are not met currently. Administration will continue to periodically evaluate the intersection to assess whether the signal is warranted in the future.

### **Discussion:**

In the time since report *S 156/2018 CQ14-2018 Cabana Road East / Roseland Public School Pedestrians* was prepared, the following activities have occurred in the vicinity of the school crossing on Cabana Road East at Karen/Clara:

- Additional signs and pavement markings were installed
- Speeds on Cabana Road East have been measured
- Additional observations of traffic behaviour at the school crossing have been carried out

These activities do not alter Administration's recommendations from what was recommended in reports S 90/2018 and S 156/2018. Additional details on each of these activities is given below.

### **Signs and Pavement Markings**

The Ontario Traffic Manual identifies standard signs and pavement markings for school crossings. The remainder of these signs and markings were installed on November 19, 2018:

- **Additional crosswalk warning signs:** these signs make the crossing more conspicuous to approaching drivers and help to alert drivers to the potential need to stop.
- **"No passing here to crossing" signs:** these signs deter vehicles from pulling around vehicles that may be stopped to allow children to cross.
- **Solid line lane markings:** these lane markings reinforce the "no passing" signage and emphasize that changing lanes near the school crossing is not allowed.

## Cabana Road East Speeds

Speed data was collected on Cabana Road East:

- Before the widening to 4 lanes plus bicycle lanes
- After the widening
- After the additional signage and pavement marking upgrades noted above.

The results of the speed surveys are summarized in Table 1. The speed limit on Cabana Road East is 50 km/h.

Date	Overall (24 hours)		During Crossing Guard Times	
	Average Speed	85 <sup>th</sup> Percentile Speed	Average Speed	85 <sup>th</sup> Percentile Speed
September 2016 (before widening)	55 km/h	65 km/h	54 km/h	65 km/h
September 2018 (after widening)	58 km/h	66 km/h	62 km/h	66 km/h
January 2019 (after upgrades)	61 km/h	69 km/h	60 km/h	67 km/h

The results from these speed surveys have been shared with Windsor Police Services for their action as they deem appropriate.

### Additional Observations

Administration conducted additional field reviews in October, November, and December to observe traffic behaviour and operations at the school crossing. During these field reviews, drivers' compliance with the crossing guards' direction was generally good. The following feedback was received from the crossing guards:

- When a single guard was placed at the school crossing, visibility of the guard could be an issue if a large vehicle was stopped for the crossing. However, the placement of a second guard at the crossing has addressed this issue.
- Driver behaviour has improved with the installation of the additional signs and pavement markings.

Sightline reviews at the intersection of Karen Street and Cabana Road East were also conducted in consideration of the new private fence construction at 3809 Karen Street. This review did not find that this fence obstructed required sight triangles for vehicles turning onto Cabana Road East from Karen Street.

**Risk Analysis:**

Risks were identified in report S 90/2018. No additional risks have been identified.

**Financial Matters:**

This report does not recommend any financial expenditures.

**Consultations:**

Traffic Operations

Building By-law Enforcement

Risk Management

Windsor Police Service

Compliance and Enforcement

**Conclusion:**

Since the previous report (S 156/2018), Administration has installed additional signage and pavement markings at the school crossing on Cabana Road East at Karen Street / Clara Avenue. Field reviews and reports from the crossing guards indicate that these changes have caused driver behaviour to improve.

Recent speed data on Cabana Road East has been collected and shared with Windsor Police Services.

**Planning Act Matters:**

N/A

**Approvals:**

<b>Name</b>	<b>Title</b>
Josette Eugeni	Manager of Transportation Planning
Wira Vendrasco	Deputy City Solicitor
Shelby Askin-Hager	City Solicitor and Corporate Leader, Economic Development and Public Safety
Onorio Colucci	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
Councillor McKenzie		

**Appendices:**

N/A

**Subject: Second Additional Information - S 156/2018 CQ14-2018 Cabana Road East Pedestrians - WARD 9**

**Reference:**

Date to Council: April 15, 2019  
Author: Jeff Hagan  
Transportation Planning Engineer  
519-255-6247 ext 6003  
jhagan@citywindsor.ca

Report Date: March 7, 2019  
Clerk's File #: ST2019

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

**Recommendation:**

That report C 45/2019 **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

At its February 20, 2019 meeting, the Environment, Transportation and Public Safety Standing Committee adopted the following recommendation:

*THAT the report of the Policy Analyst dated September 12, 2018 entitled "CQ14-2018 Cabana Road East/Roseland Public School Pedestrians" and the report of the Policy Analyst dated January 24, 2019 entitled "Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians" BE RECEIVED for information; and further,*

*THAT the installation of a crosswalk on Cabana Road East on the west side of Karen Avenue BE APPROVED; and further,*

*THAT the funding for this initiative BE DERIVED from the allocated Ward 9 funds.*

This report provides additional information and costs for options to implement the Committee's recommendation to provide a crosswalk at this location on Cabana Road East.



## Related Reports

Other related reports are as follows:

- **S 90/2018 Pedestrian Crossovers** provided a list of locations City-wide where pedestrian crossovers had been requested and referred the list of warranted locations to 2019 budget deliberations. This report noted that a pedestrian crossover is not recommended for Cabana Road East at Karen Street/Clara Avenue.
- **S 156/2018 CQ14-2018 Cabana Road East / Roseland Public School Pedestrians** responded to a Council Question regarding pedestrians at this location. The report:
  - Confirmed that a pedestrian crossover is not recommended for Cabana Road East at Karen Street/Clara Avenue,
  - Confirmed that the existing school crossing meets provincial guidelines, and
  - Addressed resident concerns about pedestrians crossing Cabana Road East outside of the times when a crossing guard is on duty.
- **S 29/2019 Additional Information - CQ14-2018 Cabana Road East Roseland Public School Pedestrians** provided additional information on:
  - Performance of the school crossing after sign and pavement marking upgrades, and
  - Speeds on Cabana Road East before widening, after widening, and after the sign and pavement marking upgrades.

## **Discussion:**

If Council elects to replace the existing school crossing on Cabana Road East with a different form of controlled pedestrian crossing, the following options are available:

1. Pedestrian Crossover
2. Intersection Pedestrian Signal (“half signal”)

Each of these options is discussed below.

### Pedestrian Crossover

At a pedestrian crossover, vehicles are required to yield to pedestrians waiting to cross. For all but the lowest level of crossover, pushbutton-actuated flashing beacons are provided to alert drivers to pedestrians crossing or about to cross.

For locations that meet the warrant for a pedestrian crossover, the Ontario Traffic Manual gives guidelines for the appropriate level and type of pedestrian crossover based on:

- Roadway width
- Vehicle volume
- Roadway speed limit

Pedestrian crossover levels and types are summarized in Appendix 1.

For a 4-lane road without a raised refuge, normally a Level 2 Type B or a Level 1 Type A pedestrian crossover would be considered, depending on vehicle volume.

The existing width on Cabana Road East at Karen Street/Clara Avenue (4 lanes plus buffered bicycle lanes, for a total width of 16.4 m) exceeds the maximum recommended width for a pedestrian crossover (4 basic lanes, for a total maximum width of 15 m). For this reason, the Ontario Traffic Manual does not recommend any type of pedestrian crossover for this situation; however, volumes for the closest case (4 lanes without raised refuge) are provided in Table 2.

**Table 1: Recommended Maximum Traffic Volumes for Pedestrian Crossovers**

Pedestrian Crossover Type	Recommended Maximum 8-Hour Vehicle Volume [Note]
Level 2 Type B	6,000 vehicles
Level 1 Type A	7,500 vehicles
<b>Observed 8-hour Volume Cabana Road East (Howard Avenue to Holburn Street)</b>	<b>8,506 vehicles</b>

Note: Maximum volumes given are for 4 lanes without raised refuge, 50 km/h speed limit. Source: Ontario Traffic Manual

Research cited in the Ontario Traffic Manual found that when a pedestrian crossover is provided at locations where the vehicle volume is higher than the recommended maximum volume, poor compliance by drivers typically results, and that driver compliance decreases as vehicle volume increases.

**For cases where the vehicle volume is higher than the recommended maximum for a pedestrian crossover, the Ontario Traffic Manual recommends considering a traffic signal.**

## Intersection Pedestrian Signal (“Half Signal”)

At an intersection pedestrian signal, a signal-protected crosswalk is provided across the major street. Traffic on the major street is controlled by signal heads and traffic on the minor street is controlled by stop signs.



**Figure 1: Intersection Pedestrian Signal (source: MTO)**

The Ontario Traffic Manual provides a warrant system to identify where traffic signals should and should not be provided. For pedestrian signals, the warrant has two parts; both parts of the warrant must be met for the warrant to be met overall. The warrant review results are summarized in Table 3.

**Table 2: Pedestrian Signal Warrant Review Summary**

<b>Warrant Part</b>	<b>Result</b>
1 – Minimum Pedestrian Crossing Volume	Not met
2 – Delay to Pedestrians	Not met
<b>Overall</b>	<b>Warrant not met</b>

## Highway Traffic Act

While the Ontario Traffic Manual guidelines suggest that neither a pedestrian crossover nor a pedestrian signal be provided at this location, neither option would contravene the Highway Traffic Act.

## **Risk Analysis:**

For Cabana Road East at Karen Street/Clara Avenue, neither a pedestrian crossover nor a pedestrian signal would be in keeping with provincial guidelines set out in the Ontario Traffic Manual.

Administration uses established guidelines as a risk management tool, since following these guidelines can help limit risk to the Corporation and to others. Departing from

established guidelines may result in higher safety risks to road users and higher risks of claims against the Corporation.

**Financial Matters:**

The estimated cost to replace the existing school crossing on Cabana Road East at Karen Street/Clara Avenue with a different type of controlled pedestrian crossing are summarized in Table 3. These costs include all signs, equipment, and pavement markings, as well as removing school crossing signs and pavement markings that would no longer be appropriate.

**Table 3: Estimated Capital Costs**

Option	Estimated Capital Cost (including non-recoverable HST)
Option 1: Level 1 Type A pedestrian crossover	\$60,000
Option 2: Intersection pedestrian signal	\$75,000

The Committee recommendation identifies Ward 9 ward funds as a source of funds for the capital cost. While the 2019 Capital Budget has not been approved as of the date of this report, the proposed amount of ward funds of \$50,000 per ward is not sufficient to complete this work.

Estimated annual maintenance and operating costs for both options are given in Table 4; actual amounts will vary based on fluctuations in power costs and actual maintenance experience.

**Table 4: Estimated Operating Costs**

Option	Estimated Annual Costs		
	Power	Maintenance	Total
Option 1: Level 1 Type A pedestrian crossover	\$480	\$2,000	\$2,480
Option 2: Intersection pedestrian signal	\$600	\$2,000	\$2,600

These ongoing costs are for electrical power and maintenance only. They do not include repairs or future replacement costs.

### Cost Savings

Typically, school crossing guards are only provided at pedestrian crossovers or signalized pedestrian crossings in special circumstances. The existing school crossing is staffed by two guards for one hour per day (30 minutes in the morning, 30 minutes in the afternoon). Elimination of the school crossing will result in an annual savings in wages and fringe benefits. The amount of savings from the Crossing Guard Operating Budget item will be \$6,250 per year at current rates.

These savings will be reduced to \$3,125 per year if the crossing is staffed with a single guard after a pedestrian crossover or pedestrian signal is installed.

### **Consultations:**

Dana Paladino, Risk Management

Shawna Boakes, Traffic Operations

### **Conclusion:**

Information, including information on costs, has been provided for options to implement the Committee's recommendation of a pedestrian crosswalk on Cabana Road East at Karen Street.

### **Planning Act Matters:**

N/A

### **Approvals:**

<b>Name</b>	<b>Title</b>
Josette Eugeni	Manager of Transportation Planning
Don Nantais	Financial Planning Administrator
Shelby Askin Hager	City Solicitor and Corporate Leader, Public Safety and Economic Development
Joe Mancina	City Treasurer
Onorio Colucci	Chief Administrative Officer

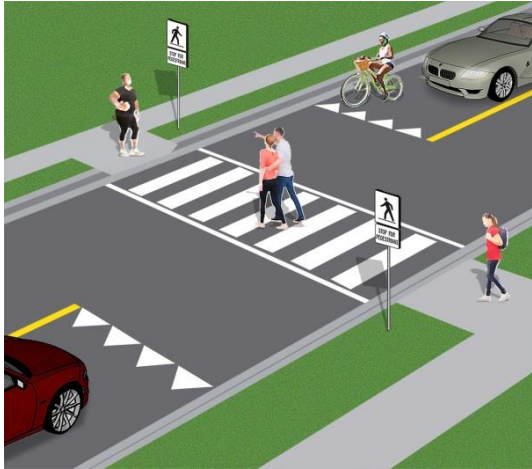
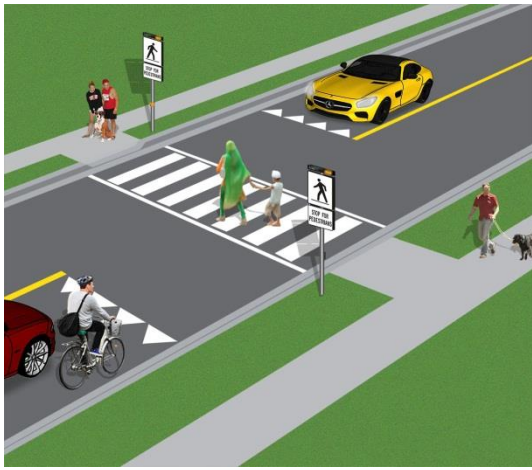
**Notifications:**

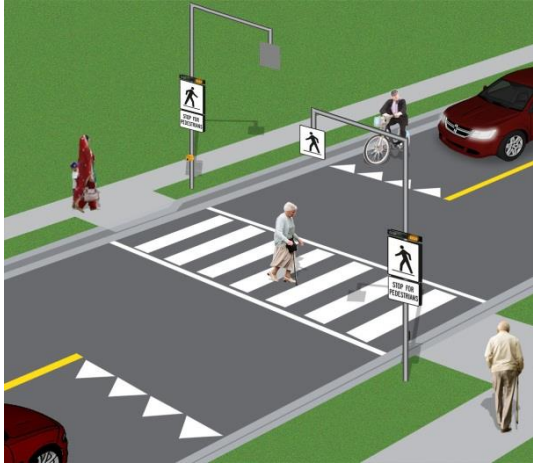

<b>Name</b>	<b>Address</b>	<b>Email</b>
Councillor McKenzie		
Ian Bawden Constituency Assistant Brian Masse, M.P. Windsor West		masseb1a@parl.gc.ca
Shelley Armstrong Superintendent of Business Greater Essex County District School Board		Shelley.Armstrong@publicboard.ca
Shawn Dufour, Principal Wendy Iatzko, Vice Principal Roseland Public School	620 Cabana Road East Windsor ON N9G 1A4	
Jessica Sartori Trustee & Chairperson of the Board Greater Essex County District School Board		jessica.sartori@publicboard.ca
Linda Qin Trustee Greater Essex County District School Board		linda.qin@publicboard.ca
Signatories to Cabana/Karen/Clara petition (Appendix to report S 90/2018)  <i>(list provided to Clerks)</i>		

**Appendices:**

- 1 Pedestrian Crossover Levels and Types

## Pedestrian Crossover Levels and Types

Level and Type	Description / Illustration (Illustration source: MTO)	Typical Use
Level 2 Type D	<p>Static roadside signs, no flashing beacons</p> 	<p>Low-volume 1- and 2-lane roads</p>
Level 2 Type C	<p>Roadside signs with flashing beacons</p> 	<p>Low-volume 3-lane roads or higher volume roads 4-lane with a refuge median</p>

Level and Type	Description / Illustration (Illustration source: MTO)	Typical Use
Level 2 Type B	Overhead and roadside signs with roadside flashing beacons 	Higher-volume 2- and 3- lane roads, or moderate-volume 4-lane roads
Level 1 Type A	Overhead flashing beacons and illuminated signs with roadside signs 	Higher-volume 4-lane roads





## Roseland Public School

620 Cabana Road East, Windsor Ontario N9G 1A4

Ph: 519-969-3250 • Fax: 519-969:3871

*Principal: J. Wayvon Vice Principal: A. Symchyshyn Secretary: L. Girardin*



December 17, 2021

To whom it may concern,

We are reaching out as the administrative team at Roseland Public School.

We are sending this letter to share that we do appreciate the measures that are being put in to place by the City of Windsor in front of Roseland Public School, namely creating a community safety zone and adding school area signage on Cabana Road, adding radar speed feedback signs on Cabana Road in both directions on the approaches to the school, and continuing with the flex posts that were piloted this year.

The flex posts did keep cyclists safe, yet some of our families continued to stop on Cabana in the right lane of the roadway while waiting to pull in to our parking lot.

A speed trap was set up a while back on a Friday for approximately two hours. Two Police motorcycles and three Police vehicles pulled drivers over continuously for the two hours they were set up here. We are sure that the speed of the drivers on Cabana has been noted.

As mentioned in a previous letter to the City, dated February 15, 2019, we are hopeful that at some point the City of Windsor may consider installing a stop light at the intersection of Cabana and Karen to further control the speeds on Cabana Road.

Thank you,

A blue ink signature of John Wayvon, consisting of a stylized 'J' and 'W' followed by a long horizontal flourish.

John Wayvon, Principal

A blue ink signature of Annemarie Symchyshyn, written in a cursive style.

Annemarie Symchyshyn, Vice Principal

**Subject: Additional Information Memo - CQ 14-2021 - Cabana Road East/Roseland Public School Pedestrians - Ward 9**

**Reference:**

Date to Council: January 17, 2022  
Author: Rania Toufeili, Policy Analyst  
519-255-6543 ext. 6830  
rtoufeili@citywindsor.ca  
Planning & Building Services  
Report Date: 1/7/2022  
Clerk's File #: ST2022

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

**Additional Information:**

At the December 20<sup>th</sup> 2021 meeting of Council, the following decision was made as per decision number CR543/2021:

*That the report of the Policy Analyst dated September 17, 2021 entitled "CQ-14-2018 - Cabana Road East / Roseland Public School Pedestrians – Ward 9" **BE REFERRED** back to administration to allow for further discussion related to the process and warrants in place; and,*

*That the information **BE PROVIDED** for Council's consideration at the January 17, 2022 Council Meeting.*

This additional information memo will further discuss the process and warrants for pedestrian crossings and traffic signals, as well as provide additional information on the current warranted infrastructure in the Windsor.

**Traffic Concerns – Cabana Road East - Roseland Public School**

Roseland Public School Administration and members of the Greater Essex County District School Board have been in discussions with City Administration to help resolve traffic concerns on Cabana Road East near the school. The school board has indicated support and requests for additional infrastructure, however they do not provide funding for additional traffic control measures as it relates to the school, such as for school crossing guards, traffic calming infrastructure or devices which resolve parking and traffic demand at school pick-up and drop-off times. In deciding whether to locate a signalized pedestrian signal for a school in a particular location, the existing City of Windsor School Neighbourhood Policy (which is currently being reviewed by Administration) does not currently weight the classification of the road (e.g. arterial vs. local) as highly as a factor in the decision matrix as it would appear the community

feedback is suggesting here. An Amendment to the policy would therefore be possible, but would be beyond the scope of Administration's recommendation.

High speeds have been noted to be the primary concern in front of Roseland Public School. Furthermore, there are concerns with vehicles stopping in the bike lanes and active lanes of traffic to drop off children, making it challenging for drivers to see crossing guards which are helping people cross the road. There are no recorded incidents at the crossing through the crossing guard coordinator or through the City, however concerns have been recorded and solutions are presented to increase safety and decrease speeds through report C141/2021.

The following traffic calming and traffic control measures are recommended by City Administration to decrease vehicle speeds and provide better sight lines for drivers approaching the school crossing area:

- **Community Safety Zone:** The School Board and Roseland Public School Administration have put in a request to create a Community Safety Zone in the area. Signage is placed in areas where the safety of children and citizens is paramount. Fines are doubled in the area which is anticipated to result in lower incidences of speeding.
- **Radar Speed Feedback Signs:** Radar Speed Feedback Signs are recommended on Cabana Road on both the north and south sides of the roadway (two signs) for bi-directional traffic. Signs provide immediate feedback alerting the driver to their speed. Ideally, this will encourage drivers to obey the speed limit.
- **School Area Signs:** The purpose of the school area signs is to provide advance warning informing motorists that they are approaching a school area, preparing them for the unpredictable behaviours of children near traffic. Two school area signs are required at Cabana Road for bi-directional traffic.
- **Flexible Bollards:** Bollards have been piloted to provide better sight lines for drivers to see the crossing guards and provide a safer buffer for pedestrians and cyclists. Flexible bollards can not remain throughout the winter (November 1<sup>st</sup> to April 1<sup>st</sup>) due to the City's winter maintenance. Thus, the bollards will be placed for approximately 5 months of the school year during the months of September, October, April, May and June. They will also remain in the summer months of July and August.

Administration will monitor the area in order to determine the success of the proposed changes if they are implemented. The flexible bollards have been piloted for a short period of time in the month of October. Feedback was received that the bollards have created a safer space for cyclists and that vehicle speeds appear to be decreasing as they approach the area in front of the school. A full review will be conducted in the spring and summer of 2022 once they are re-installed in non-winter months.

### ***Pedestrian Crossing Warrants – Cabana Road East - Roseland Public School***

The Ontario Traffic Manual Book 12 outlines the warrant criteria for pedestrian crossings as well as the facilities and treatment options. As per the submitted report

C141/21 and the appendices to the report, Cabana Road East near Clara Street does not meet the Ontario Traffic Manual (OTM) warrants for a pedestrian crossover or an intersection pedestrian half signal based on traffic volumes, pedestrian volumes and roadway width.

Research cited in the Ontario Traffic Manual found that when a pedestrian crossover is provided at locations where the vehicle volume is higher than the recommended maximum volume, poor compliance by drivers typically results, and that driver compliance decreases as vehicle volume increases. A pedestrian signal would be more appropriate on a high volume roadway to increase visibility.

For Cabana Road East at Karen Street/Clara Avenue, neither a pedestrian crossover nor a pedestrian signal would be in keeping with provincial guidelines set out in the Ontario Traffic Manual. Administration uses established guidelines as a risk management tool, since following these guidelines can help limit risk to the Corporation and to others. Departing from established guidelines may result in higher safety risks to road users and higher risks of claims against the Corporation.

Where the protection of schoolchildren walking to and from school is the primary concern for a pedestrian crossing, the Ontario Traffic Manual generally recommends a school crossing rather than other controlled crossing types. The crossing guards continue to be the most appropriate choice as a pedestrian crossing treatment system near Roseland Public School. Since two school crossing guards are currently provided during school drop-off and pick-up times, Administration does not recommend any changes to the pedestrian crossing type.

Administration will ensure that the crossing guards have and are utilizing their equipment appropriately, such as the provided elevated stop signs and high visibility vests. City staff will monitor this location frequently to ensure that crossing guards are properly working with OTC guidelines.

Furthermore, Administration will continue to monitor the area periodically to determine if the warrants for traffic signals or other pedestrian infrastructure is met. Administration will bring forward a recommendation at the appropriate time.

If a pedestrian signal is approved by Council at the school crossing based on the arterial classification of the road and roadway characteristics, the appropriate funding will be required as there is no allocated funding available. The following costs are associated with the pedestrian crossovers mentioned in report C141/2021:

- Pedestrian crossover: **\$60,000-\$75,000** with **\$2,400** annual maintenance costs.
- Pedestrian signal: **\$75,000-\$100,000** with **\$5,500** annual maintenance costs.

Similarly, there are traffic signals which are warranted in Windsor or are being closely monitored for warrant due to specific concerns which do not have allocated funding as indicated in the section below.

### ***Pedestrian Crossover Warrants in Windsor***

Currently, there are 30 locations in Windsor which warrant pedestrian crossovers. There are no locations which currently warrant pedestrian signals (half-signal). **Appendix A** “Locations Meeting Warrant for Pedestrian Crossovers” contains the list of all the locations and details on the pedestrian crossover types which are warranted. Currently, there are three crossovers committed to be completed in 2022 based on available funding. Funding is not available to complete all warranted work for pedestrian crossovers.

### ***Traffic Signal Warrants in Windsor***

Currently, there are a number of unsignalized intersections which are being reviewed for traffic signal warrants in Windsor based on traffic volumes, special concerns and complaints.

Intersections are reviewed for warrant using the following criteria per OTM Book 12:

1. Minimum Eight-Hour Vehicle Volume
2. Delay to Cross Traffic
3. Combination Warrant
4. Minimum Four-Hour Vehicle Volume
5. Collision Experience
6. Pedestrian Volume
7. Projected Volumes

Per OTM, for a traffic signal installation to be technically justified, at least one of the above criteria justifications must be fulfilled. Unless one or more of the signal justifications are met, the installation of signals would not normally proceed as it would likely result in an increase in overall intersection delay and/or a negative impact on intersection safety.

The following are the priority unsignalized intersections which warrant traffic signals or are being closely monitored for warrant as they have presented particular concerns:

- **Norfolk Street & Dominion Boulevard (Ward 1):** A signal is warranted at this intersection as there has been a total of 17 reducible collisions from 2017-2019 at this location. However, a signal can not be installed without significant investment in road design including land acquisition. Currently, funding is not available for this warranted change.
- **Jefferson Boulevard & South National Street (Wards 6 & 8):** This intersection requires a new count review as it has had 6 reducible collisions from 2017-2019 and is near warrant in many of the OTM criteria. This intersection poses a number of safety concerns due to grade crossing and sight concerns. A new count will be conducted after traffic numbers resume to pre-pandemic levels. No funding is available for work at this intersection.
- **Banwell Road & Firgrove Drive (Ward 7):** A warrant review is being completed to include the new condominium development in the area, it is expected to be near warrant under current normal traffic conditions. A new count will be

conducted for the review once traffic numbers resume to pre-pandemic levels. No funding is available for work at this intersection.

Each of these 3 projects are expected to also require civil works and or land acquisition costs, in addition to the signalized units. A very preliminary estimate indicates a range of \$700K to \$1M for these 3 projects. Operational budget impacts are expected to be around \$5,500/unit/year.

Furthermore, there are additional intersections which are being reviewed periodically by Traffic Operations for signal warrants. Funding is currently insufficient for any new traffic signals and will need to be requested through Council at the appropriate time as they become warranted.

### ***Financials***

As previously stated in this report there is currently no funding specific for this project to commence. Use of the existing Pedestrian Crossing project budget for this location will result in insufficient funding to address other pedestrian crossings, which meet the warrant test and are currently in the planning stages. A listing of these projects can be found in Appendix A – Locations Meeting Pedestrian Crossing Warrants.

It is imperative that Council consider the impacts of funding decisions made outside of formal guidelines requirements and/or approved plans, as they have a direct financial impact, inclusive of capital, operational and asset management funding needs. Council should be extremely cautious as such decisions will set a precedent for additional similar requests, be it for traffic calming which does not meet warrant standards, or for other similar investments such as adding playgrounds that would exceed Official Plan requirements. As noted during the recent 2022 budget deliberations, current capital funding levels allocated to address growth and enhanced services approved by City Council through various master plans, is not sufficient to implement the desired enhancements identified within the various master plans. Approval of additional enhancements, which are outside of those approved plans and guidelines, serve to further dilute the funding available to address projects City Council has already provided direction on.

The 2023 Asset Management Plan, also noted during the 2022 budget deliberations, will calculate the impact of new assets introduced since 2018 on the City's AMP levy. Notwithstanding the need to address the safety needs for the community, City Council should be provided clarity on the financial impact.

To illustrate this impact, council will note that just one of these traffic signals, with a conservative capital cost estimate of \$75,000 per unit (unit only not including civil work or land acquisition) and a 20 year life, will drive an annual funding shortfall of \$12,000/year (operational cost \$5,500 and AMP \$6,500). As an example if we consider the addition of 20 of these assets at \$75,000 each, it would create a \$135,000 annual shortfall in sustainability funding to replace them and \$110,000 in operational budget funding to operate them. As such, this would require incremental tax levy and AMP levy funding in order to ensure ongoing sustainability of these additional assets. A direction to move away from only warrant based solutions has the potential to result in up to 20

traffic signals being requested for implementation. In turn, it will require other capital projects to be pushed out to accommodate capital for installation, and place further pressure on future operating budgets given the increased funding requirements while at the same not addressing the key investments council wishes to achieve through the various approved master plans and/or applicable guidelines.

**Conclusion**

Administration recommends that speed and sight line concerns on Cabana Road East near Roseland Public School are addressed through the implementation of a Community Safety Zone, School Area signs, Radar Speed Feedback signs and the installation of flexible bollards. Cabana Road East and Clara Avenue does not meet the warrant for a traffic signal or pedestrian crossing based on OTM guidelines and justifications. Crossing guards are found to be most appropriate crossing type at this location based. This area will be continue to be monitored by Administration for traffic changes as well as pedestrian crossing or signal warrants.

There are 30 locations in Windsor which meet warrant for a pedestrian crossover. Sufficient funds are not available to provide the warranted infrastructure at all of these locations. Furthermore, there are a number of intersections which warrant traffic signals or are being closely monitored for warrant within the City. Funding will need to be requested through Council for signals at the appropriate time as there is currently no allocated funding for these infrastructure changes.

**Approvals:**

<b>Name</b>	<b>Title</b>
Jeff Hagan	Transportation Planning Senior Engineer
Josie Gualtieri	Financial Planning Administrator
John Revell	Chief Building Official
Chris Nepszy	Commissioner of Infrastructure Services
Shelby Askin Hager	Commissioner of Legal and Legislative Services
Joe Mancina	Commissioner of Corporate Services, Chief Financial Officer/City Treasurer
Jason Reynar	Chief Administrative Officer

**Appendices:**

- A. Locations in Windsor Meeting Warrant for Pedestrian Crossovers - 2022

## Locations Meeting Warrant for Pedestrian Crossovers (as of January 2022)

<b>Rank [Note 1]</b>	<b>Location</b>	<b>Warrant Met?</b>	<b>Minimum Pedestrian Crossover Level &amp; Type Warranted</b>	<b>Ward</b>	<b>5-year Pedestrian Collisions</b>	<b>Notes</b>
1	Wyandotte at Marentette	Yes [Note 2]	Level 2 Type B	4	4	Committed to construct (ICIP grant)
2	Wyandotte St W at Dougall or Church	Yes	Level 1 Type A	3	3	Committed to construct (ICIP grant)
3	Sandwich St & Brock St	Yes	Level 2 Type B	2	2	Intersection is currently signalized. Warrant applies if signal is removed.
4	Tecumseh at Felix	Yes	Level 1 Type A	2	2	Within the project area for larger project (Tecumseh reconstruction).  Other pedestrian crossing types to be considered as part of that project.
5	Goyeau St. south of Elliot St. (Food Basics)	Yes	Level 2 Type B	3	2	
6	Erie at Langlois	Yes	Level 2 Type D	4	1	
7	Sandwich at Chippawa	Yes [Note 2]	Level 2 Type B	2	1	Within the project area for larger project (Sandwich reconstruction)
8	Riverside Dr W (Between Campbell and Cameron Ave)	Yes	Level 2 Type B	2	0	
9	Jefferson at Edgar	Yes	Level 2 Type B	6	0	
10	Erie at Marentette	Yes	Level 2 Type D	4	0	
11	Riverside Dr. at Peace Fountain (Coventry Gardens)	Yes	Level 2 Type B	6	0	
12	Erie at Pierre	Yes	Level 2 Type D	4	0	
13	Calderwood Ave. east of Caribou Cres. (Walkerville Homesite Trail)	Yes	Level 2 Type D	9	0	
14	Forest Glade Dr. at Rosebriar	Yes	Level 2 Type B	7	0	Committed to construct (ICIP grant)
15	Matchette at Titcombe (Ojibway Nature Centre)	Yes	Level 2 Type D	1	0	Within the project area for larger project (Matchette traffic calming)
16	McNorton St. at Radcliff Ave.	Yes	Level 2 Type B	7	0	
17	Little River Blvd & Lublin Ave	Yes	Level 2 Type B	7	0	
18	Little River Blvd & Peabody Ave	Yes	Level 2 Type C	7	0	
19	McHugh at Cypress	Yes	Level 2 Type B	7	0	
20	Rhodes Dr. at #4025 Rhodes (Jamieson)	Yes	Level 2 Type D	9	0	
21	Richmond at Chilver	Yes	Level 2 Type D	4	0	



Rank [Note 1]	Location	Warrant Met?	Minimum Pedestrian Crossover Level & Type Warranted	Ward	5-year Pedestrian Collisions	Notes
22	Ducharme St at Cancun	Yes	Level 2 Type D	9	0	Planned for 2022 construction (to support OAST school active transportation pilot program)
23	Giles at Church	Yes	Level 2 Type D	3	0	
24	Ottawa St. at Benjamin	Yes	Level 2 Type B	4	0	
25	City Hall Square South at City Hall Square East	Yes	Level 2 Type C	3	0	
26	University Ave. E W of McDougall (Charles Clark Square)	Yes	Level 2 Type B	3	0	Within the project area for larger project (University reconstruction, Civic Esplanade)
27	Wyandotte St E at Langlois	Yes	Level 2 Type B	4	0	
28	Jefferson at Ontario	Yes	Level 2 Type B	6	0	
29	Grand Marais Rd W at Longfellow Ave. (Christ the King C.E.S.)	Yes	Level 2 Type C	10	0	Within the project area for larger project (Grand Marais/West Grand Traffic Calming)
30	Huron Church Rd. at Peter St.	Yes	Level 2 Type B	2	0	

Notes:

1. Projects are ranked based on the following factors:
  - a. First priority: pedestrian collisions
  - b. Second priority: presence or absence of nearby alternative controlled pedestrian crossings
  - c. Third priority: combined pedestrian and vehicle volume
2. For these locations, the existing roadway width is beyond the maximum. Warrant met only if crossing distance is shortened (e.g. by curb bump-outs across parking lane)



**Subject: Business Community COVID-19 Support-City Wide**

**Reference:**

Date to Council: January 14, 2022  
Author: Milan Vujanovic  
Senior Economic Development Officer  
519-890-0453  
mvujanovic@citywindsor.ca  
CAO Office  
Report Date: 1/13/2022  
Clerk's File #: MH/13786

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

**Recommendation:**

THAT City Council **APPROVE** waiving the fees associated with the BIA Parklet, Curbside and Sidewalk Cafes for 2022; and,

THAT City Council **APPROVE** increasing the current 15 minutes free parking via the City of Windsor Parking App to 60 minutes, and also include surface parking lots; and,

THAT in light of the ongoing COVID 19 Pandemic, City Council **DELEGATE** to the Chief Administrative Officer the authority through to December 31, 2022 to consider where circumstances warrant the provision of temporary financial relief to various City advertising, sponsorship, or lease revenue agreements on an as requested basis up to maximum of \$25,000 per agreement; and,

THAT City Council **AUTHORIZE** the Licence Commissioner to extend the upcoming annual February 28 business licence deadline until **June 30, 2022** for the City's local hospitality and retail sectors; and,

THAT City Council **AUTHORIZE** a deferral of the February property tax instalment for those property owners subject to commercial property taxes, and that meet the following conditions:

- Total property tax levy for 2021 was \$50,000 or less, and
- Property owner has enrolled in or has submitted an application to enroll in a pre-authorized payment plan such that the deferred amount is then collected equally from the remaining approved Interim withdrawal dates; and,

THAT the financial impacts from these recommendations **BE REPORTED** to City Council as part of the 2022 Quarterly Variance reports as COVID 19 pandemic costs.

## **Background:**

With the latest restrictions imposed on local businesses on January 5, 2021, Administration has outlined the five support measures below for the local business community which are similar to those implemented in 2020.

1. The waiving of sidewalk cafe & patio fees
2. Parking adjustments
3. COVID-19 Rent Relief and Advertising
4. Business License Renewal Deadline Extension
5. Business Property Tax Relief

## **Discussion:**

At the height of the COVID-19 pandemic in 2020, City Administration moved quickly to implement support measures for the local business community. These measures were put in place to assist businesses operating with reduced capacity constraints as well as to provide cash flow relief.

As the Windsor Works report outlines, the contribution of small businesses cannot be underestimated and will be vital contributors of the city's future economic growth. With the latest round of restrictions being imposed, Administration is looking to implement similar measures to the ones implemented in 2020, to ensure that we support the business community once again.

## **Waiving of Sidewalk Cafe and Patio Fees**

In 2020, the Council approved the BIA Parklet and Curbside Cafe Pilot Project (CR330/2020) allowing businesses with patios to expand their footprint into the adjacent parklet, subject to the owner obtaining a permit, of which the fee would be waived. The approval required Administration to prepare a report outlining the results of this project, at the 2021 Budget meeting. Council approved the continuation of the Parklet and Curbside Cafe Pilot Project and waiving of cafe fees on February 22, 2021, as per B11/2021.

The proposal would be to continue to allow the BIA Parklet and Curbside Cafes in addition to the standard Sidewalk Cafe and to waive the associated fees for 2022 to support the business community.

## **Time Extension of Free Parking**

Currently the City offers 15 minutes of free parking via the City of Windsor Parking App. This was initially implemented to support restaurants pivoting to a take-out model, allowing patrons to park for short durations while picking up food. The proposal is to increase the free parking time from 15 minutes to 60 minutes, and include the surface lots.

## **COVID-19 Rent Relief and Advertising**

Administration appreciates the significant pressure that COVID-19 is putting on businesses and community groups currently in agreements with the City. Given these unique circumstances and the variability of impacts in each situation, Administration recommends that the CAO continue to review requests on a case-by-case basis to

determine what, if any, financial relief should be considered appropriate under the circumstances. Factors that will continue to be considered in the determination include but are not limited to:

- Demonstrated negative impact of COVID-19 on requestor
- Continued availability of advertising media during this period
- Continued access to leased facility and amenities
- Effect of the business or partner on the community
- Other programs (federal, provincial, other) available to provide financial assistance and relief to the requestor

For abatements of advertising, sponsorship, or lease payments recommended by Administration which are greater than \$25,000, Administration will bring forth a report to Council for approval. Administration will also continue to report back to City Council as a component of the future cost impacts of the COVID-19 pandemic to the City, all amounts approved as financial relief.

### **Business License Renewal Deadline Extension**

At its meeting held on Tuesday August 4, 2020, City Council adopted **CR 152/2020**, which provided the authority of the Licence Commissioner to adjust and modify municipal licence deadlines as a result of the community impacts caused by the COVID-19 pandemic. The Licence Commissioner has agreed to extend the upcoming annual February 28, 2022 business licence deadline, mostly encompassing the City's local hospitality and retail sectors until **June 30, 2022**.

The municipal licence renewal notices will be sent out as annually scheduled, however a relief period of four (4) months for the above business categories to comply with licensing requirements has been provided. This initiative should not have any significant impact on revenues, however there could be a very minor variance by extending the deadline which would decrease the application of applicable late penalties to licensees. Applicants who do not comply by the extended period would still be subject to a 50% late penalty as normally applied under the City's Business Licensing By-law. Further impacts of the pandemic imposed on specific licensed business categories will be evaluated on a case by case basis by the Licence Commissioner.

### **Property Tax Relief**

In March 2020, City Council approved a 3-month deferral of the third (April) Interim property tax instalment. The third payment was required to be paid by June 30<sup>th</sup> without any consequence of late payment charges. This deferral was optional and applied to all property owners. The estimated cost of this deferral to the City was \$1.2 million in lost penalty income that would have otherwise been charged on taxes which were already in arrears and considered outstanding in addition to those payments that may not have been received in April. The decision to allow all property owners the benefit of the deferral was made in the best interest of all taxpayers. Many property owners that were enrolled in the City administered pre-authorized payment plans continued with their regular scheduled withdrawal dates. Since then both the Federal and Provincial governments have responded with many financial support programs targeted at both individuals and businesses.

Administration is currently in the process of preparing and mailing the 2022 Interim property tax bills to over 80,000 taxpayers. Bills are expected to be mailed the week of January 17. The purpose of the interim property tax bill is to provide cash flow to the City to fund operations until such time as the 2022 property tax rates are set and final tax bills issued. As such, the amount of the 2022 Interim property tax bill is set at 50% of the 2021 total property tax levy. As outlined in Report C 182/2021, the first set of due dates are February 16, March 16 and April 13, 2022. To assist property owners with payments, Administration offers three convenient pre-authorized payment plans being; due date plan, 10 month mid-month plan and 10 month end of month plan. Payments are aligned with the billing process such that the Interim bill is split over three (due date) or five (10 month plans) payments. The Final bill is also split over three (due date) or five (10 month plans) payments. A condition of enrolment is that the property tax account is up to date. Annually Administration promotes the use of one of the pre-authorized payments plans as a benefit to both taxpayer and the City. Taxpayers are able to select a plan that best aligns with their cash flow abilities. By knowing the amount and timing of property tax payments, Administration can better manage and plan for municipal expenditures thereby enhancing the investment strategies to maximize yields earned on excess and available cash resources. The first withdrawal under the pre-authorized payment plan is also in February.

As part of the Ontario Government's plan to assist small business, the Province announced an Ontario Business Cost Rebate Program. This program will provide eligible businesses that are required to close or reduce capacity with rebate payments for up to 100 per cent of the property tax and energy costs they incur while subject to public health measures in response to the Omicron variant.

Eligible businesses required to close for indoor activities, such as restaurants and gyms, will receive a rebate payment equivalent to 100 per cent of their costs. Those required to reduce capacity to 50 per cent, such as smaller retail stores, will receive a rebate payment equivalent to 50 per cent of their costs. The application portal is scheduled to be opened January 18, 2022.

To assist local small business with the recent closure, Administration is recommending that City Council endorse a deferral of the first instalment without late payment charges for any taxpayer that meets the following conditions:

- is subject to commercial property taxes, i.e. that is commercial assessment class of CT or commercial new construction assessment class of XT, and
- the 2021 total property tax bill is approximately \$50,000 or less, and
- the taxpayer is enrolled in or enrolls in one of the City's three convenient pre-authorized payment plans

Administration has conducted an analysis based upon the 2021 final taxes levied. There are approximately 1,690 properties that have a commercial assessment only that would fall into the category of taxes that are around \$50,000 or less. There is an additional 969 properties that are considered mixed use. An example would be a small commercial store on the main floor with residential units on the upper floors.

The deferral of the first instalment would allow small business with an opportunity to assess their cash position and to make application for relief under the provincial program. Payments deferred from February would be collected equally over the remaining period selected under the pre-authorized payment plan. In other words, under the due date plan, the deferred payment would be spread out over the remaining two payments, under the 10 month plan the deferred payment would be spread out over the remaining four payments.

## **Provincial Support**

On January 7, 2022, the Provincial Government announced that it was providing targeted relief for businesses and people impacted by the current public health measures. Eligible small businesses will include:

- Restaurants and bars
- Facilities for indoor sports and recreational fitness activities (including fitness centres and gyms)
- Performing arts venues and cinemas, museums, galleries, aquariums, zoos, science centres, landmarks, historic sites, botanical gardens and similar attractions
- Meeting or event spaces
- Tour and guide services
- Conference centres and convention centres.

The support measures being provided are the following:

- Electricity Rate Relief Support - For 21 days, starting at 12:01 am on Tuesday, January 18, 2022, electricity prices will be set 24 hours a day at the current off-peak rate of 8.2 cents per kilowatt-hour, which is less than half the cost of the current on-peak rate. The off-peak rate will apply automatically to residential, small businesses and farms who pay regulated rates set by the Ontario Energy Board
- Ontario Business Costs Rebate Program - This program will provide eligible businesses that are required to close or reduce capacity with rebate payments for up to 100 per cent of the property tax and energy costs they incur while subject to public health measures in response to the Omicron variant.
- Improving Cash Flow for Ontario Businesses - Providing up to \$7.5 billion through a six-month interest- and penalty-free period starting January 1, 2022 for Ontario businesses to make payments for most provincially administered taxes. This supports businesses now and provides for the flexibility they will need for long-term planning.

## **Community Consultation**

General feedback from TWEPI, BIA's, and the Small Business and Entrepreneurship Centre indicate that the latest restrictions have compounded matters further. Businesses that have been struggling the last few years may be facing the inevitable decision to permanently close their doors.

Additionally, feedback from these groups state that the previous measures the City implemented helped soften the blow and would be welcome once again.

On January 7, 2022, the County of Essex sent a letter to the Premier's Office that was prepared in consultation with community stakeholders (Appendix A). This letter thanked the government for their continued support of small businesses and urged the Premier's Office to expedite and expand support programs.

### **Risk Analysis:**

Given the difficulties since the start of the pandemic for many businesses, the latest restrictions might be viewed as a significant setback. Having survived two years of revenue losses and a myriad of other issues, many local businesses have been pushed to the brink. Without these support measures, the long-term survival of many businesses will be put at risk, potentially leading to vacancies within key areas.

Furthermore, the optics of not providing some support to local businesses could be viewed negatively within the community, as the 2020 measures were well received.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

#### **Waiving of Sidewalk Cafe and Patio Fees**

As a response to COVID-19 restrictions, City Council waived Sidewalk Cafes fee for 2020 and 2021. Council also approved a pilot program for parklet and curbside cafes. This resulted in an increase in the number of permits issued for Sidewalk Café in 2021 (62 permits) as compared to previous year (39 permits in 2020). Waiving the fees resulted in a loss of revenue of approximately \$13,000 in permit fees and \$88,500 in annual fees (based on \$3/sq. ft.). Additionally, the loss of on-street meters will result in an estimated \$55,500 in lost revenue.

Administration included \$157,000 in the projected 2022 COVID-19 financial impacts in anticipation that Sidewalk Cafe & Patio Fees would be waived again in 2022.

#### **Time Extension of Free Parking**

Based on the usage of the existing 15 minute free parking for lots and meters, by extending to a 60 minute free parking, the City would see a loss of approximately \$85 per week. Extending the program to the end of the year would result in a projected \$4,000 loss in revenue.

Administration had already projected a reduction in parking revenue of approximately \$715,000 as a result of COVID-19 restrictions as part of the 2022 COVID-19 financial impacts. This was made up of both street and off-street parking.

### **COVID-19 Rent and Advertising Relief**

In the City's approved 2022 Operating Budget, there is approximately \$850,000 in budgeted advertising and sponsorship revenue, and approximately \$2.2 million of real property lease revenue.

The cost to the City of abatement of advertising, sponsorship and lease revenue will depend on the quantity and nature of abatement requests received, and consequently approved by the CAO.

For any approved abatement, Departments will have a variance from budgeted revenue. This variance will be reported with all other COVID-19 related variances and costs.

### **Business License Renewal Deadline Extension**

Given the business license deadline date is being deferred to June 30, 2022, payment of the licence fees is still expected to be received in 2022. Therefore, the cost associated with the deferral of the renewal deadline by four months is the lost investment yield and is expected to be nominal.

### **Property Tax Relief**

Due to the fact that the deferred payment is linked to the enrolment in a pre-authorized payment plan, the cost associated with any deferral of an instalment is considered to be in the form of lost investment yields. Property tax payments are not directly aligned with municipal spending patterns and any excess funds which are not expected to be used are placed into higher interest instruments. Most of the tax payments received in the beginning of the year are held in a cash account to fund operations in the first quarter. A delay in receipt of payments in February could result in lost interest income of approximately \$323,000. This estimate assumes that all eligible small businesses would take advantage of the deferral and therefore is likely overstated. Any lost interest would be mitigated through enhanced investment strategies that will be employed during 2022 as long-term interest rates are starting to rise.

### **Funding for the Recommended Business Support Measures**

Given all the recommended business support measures will be temporary in nature for a defined period in 2022, they will all need to be funded from one-time sources. In several cases, the financial impacts have already been estimated as part of the project 2022 COVID-19 financial impact of \$25M. All recommended measures will be tracked and quantified as part of the 2022 Quarterly Variance reports. As with all COVID-19 related costs, every effort will be made by Administration to seek COVID-19 relief funding from senior levels of government to mitigate the one-time costs associated with the pandemic. To date, there has been no indication that Municipal Relief Funding will be provided to municipalities for 2022. Administration continues to closely monitor this and will update Council further in conjunction with the quarterly variance reporting cycle.



**Consultations:**

Staff from Public Works, Finance, Engineering, and Legal departments, were consulted in the preparation of this report.

**Conclusion:**

Over the course of almost two years, the pandemic has put significant strain on the local business community. While Provincial and Federal support continues to be provided, it is important that the City implement the measures recommended in this report to display our commitment and support in ensuring the long-term success of small businesses.

**Approvals:**

Name	Title
Chris Nepszy	Commissioner, Infrastructure Services
Shelby Askin Hager	Commissioner, Legal and Legislative Services
Joe Mancina	Commissioner, Corporate Services/CFO
Jason Reynar	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 Appendix 1 - Letter from Warden of Essex re Small Business Support

January 7, 2022

Premier Doug Ford  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1

Dear Premier,

**Re:** Small Business Support in Essex-Windsor

---

We are writing to you on behalf of the small businesses in the Essex-Windsor region struggling to keep their doors open in the face of further public health restrictions that continue to increase costs while drastically diminishing the ability to generate revenue. There is a very real risk of widespread closures in a region like ours that is so heavily reliant on cross-border commerce and the tourism and hospitality sector.

We were heartened by your government's announcement Friday that it will provide a \$10,000 grant for eligible businesses subject to closures under the modified Step Two of the Roadmap to Reopen, as well as your commitment to providing electricity-rate relief for businesses and workers and families spending more time at home.

We agree with Vic Fedeli, Minister of Economic Development, Job Creation and Trade that "small businesses, job creators and the entrepreneurial spirit are the backbone of Ontario's economy" and encourage you to consider providing additional supports to struggling businesses in Essex-Windsor.

The rise of the Omicron variant has had a devastating impact on local businesses, who were already struggling two years into this pandemic. Not only must these businesses deal with closures, capacity restrictions and the cost of implementing vaccine certificate protocols, but also with members of the public who are reluctant to shop local as they perceive it safer and more convenient to shop online.

Even before Omicron, nearly two-thirds of small businesses across Canada had not seen sales return to normal levels. And, of this group, nearly a quarter report their business may fail within the next six months. The need for significant and immediate financial help is critical.

## Small Business Support in Essex-Windsor

January 7, 2022

We urge your government to:

1. Expedite the rollout of the just-announced Ontario Small Business Support Grant and make it easy for small businesses to access.
2. Consider boosting the supports available under that program as well as implementing additional support programs for small business.
3. Provide small businesses immediate access to the government portal for grants and subsidies.
4. Urge the Federal Government to work with the Province to reinstate the commercial rent assistance program
5. Provide financial assistance to businesses to implement new vaccine certificate protocols (implementing new QR code reader, staffing people to check vaccine passports, etc.)

Rapid action and significant support is needed to avoid a wave of small business closures in Essex-Windsor and we urge you to push both privately and publicly for these measures.

Sincerely,



Gary McNamara  
Warden



Chief Administrative Officer

Cc; The Hon. Doug Ford, Premier of Ontario ([doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org))  
The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade ([vic.fedeli@pc.ola.org](mailto:vic.fedeli@pc.ola.org))  
The Hon. Nina Tangri, Associate Minister of Small Business and Red Tape Reduction ([nina.tangri@pc.old.org](mailto:nina.tangri@pc.old.org))  
The Hon. Peter Bethlenfalvy, Minister of Finance ([peter.bethlenfalvy@pc.ola.org](mailto:peter.bethlenfalvy@pc.ola.org))  
Taras Natyshak, MPP, Essex ([tnatyshak-qp@ndp.on.ca](mailto:tnatyshak-qp@ndp.on.ca))  
Rick Nicholls, MPP, Chatham-Kent-Essex ([rick.nicholls@pc.ola.org](mailto:rick.nicholls@pc.ola.org))  
Percy Hatfield, MPP, Windsor-Tecumseh ([Phatfield-qp@ndp.on.ca](mailto:Phatfield-qp@ndp.on.ca))  
Essex County Local Municipalities (Clerks by email)

519-776-6441 ext. 1327  
TTY 1-877-624-4832

360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

[countyofessex.ca](http://countyofessex.ca)

Small Business Support in Essex-Windsor  
January 7, 2022

City of Windsor (Clerks Office by email)

Rakesh Naidu, CEO, Windsor-Essex Chamber of Commerce  
([rnaidu@windsor-essexchamber.org](mailto:rnaidu@windsor-essexchamber.org))

Gordon Orr, CEO, Tourism Windsor-Essex ([gorr@tourismwindsor-essex.com](mailto:gorr@tourismwindsor-essex.com))

Michelle E. DiEmanuele, Secretary of the Cabinet ([M.DiEmanuele@ontario.ca](mailto:M.DiEmanuele@ontario.ca))

Greg Orencsak, Deputy Minister of Finance ([greg.orencsak@ontario.ca](mailto:greg.orencsak@ontario.ca))

 519-776-6441 ext. 1327  
TTY 1-877-624-4832

 360 Fairview Ave. W.  
Suite # 314 Essex, ON N8M 1Y6

 [countyofessex.ca](http://countyofessex.ca)

BY-LAW NUMBER 1-2022

A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS  
CABANA ROAD WEST, IN THE CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

**AND WHEREAS** it is deemed expedient to establish the said lands hereinafter described as a public highway.

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the lands described in said Schedule "A" annexed hereto are established as a public highway known as **CABANA ROAD WEST**.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022

Second Reading - January 17, 2022

Third Reading - January 17, 2022

SCHEDULE "A"

PART LOTS 47 & 48 PLAN 1033 BEING PART 1 ON CE1023543 CITY OF WINDSOR

**PIN 01271-3806 (LT)**  
**Cabana Road West, Windsor**

PART LOTS 128, 129 & 130 PLAN 1033 BEING PART 2 ON CE1023543 CITY OF WINDSOR

**PIN 01271-3808 (LT)**  
**Cabana Road West, Windsor**

PART LOTS 131 & 132 PLAN 1033 BEING PART 3 ON CE1023543 CITY OF WINDSOR

**PIN 01271-3810 (LT)**  
**Cabana Road West, Windsor**

PT LT 2 CON 4; DESIGNATED AT PART 1 ON EXPROPRIATION PLAN CE1020374 CITY OF WINDSOR

**PIN 01556-1838 (LT)**  
**Cabana Road West, Windsor**

PT LT 2 CON 4; DESIGNATED AS PART 2 EXPROPRIATION PLAN CE1020374 CITY OF WINDSOR

**PIN 01556-1840 (LT)**  
**Cabana Road West, Windsor**

PART LOTS 217 AND 218 PLAN 1023 BEING PART 1 ON EPROPRIATION PLAN CE1023554 CITY OF WINDSOR

**PIN 01271-3812 (LT)**  
**Cabana Road West, Windsor**

PART LT 219 PL 1023, PART LT 220 PL 1023, PART LT 221 PL 1023 BEING PART 2 ON PLAN OF EXPROPRIATION CE1023554; SANDWICH WEST; WINDSOR

**PIN 01271-3814 (LT)**  
**Cabana Road West, Windsor**

PART LT 222 PL 1023; PART LT 223 PL 1023 ; BEING PART 3 ON PLAN OF EXPROPRIATION CE1023554 CITY OF WINDSOR

**PIN 01271-3816 (LT)**  
**Cabana Road West, Windsor**

PART LT 942 PL 1023; PART LT 943 PL 1023; BEING PART 4 ON PLAN OF EXPROPRIATION CE1023554 CITY OF WINDSOR

**PIN 01271-3818 (LT)**  
**Cabana Road West, Windsor**

PART LTS 944-945 PL 1023 BEING PARTS 5 AND 6 ON PLAN OF EXPROPRIATION CE1023554; CITY OF WINDSOR

**PIN 01271-3820 (LT)**  
**Cabana Road West, Windsor**

BY-LAW NUMBER 2-2022

A BY-LAW TO ADOPT AMENDMENT NO. 148  
TO THE OFFICIAL PLAN OF THE CITY OF  
WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** pursuant to the provisions of Section 17(1) of the *Planning Act*, R.S.O. 1990, c. P.13 as amended, the Minister of Municipal Affairs and Housing (Minister) is the approval authority in respect of the approval of a plan as an official plan.

**AND WHEREAS** Section 17(9) of the said *Planning Act* provides that the Minister may by order exempt a proposed official plan amendment from his approval under Section 17(1) of the said Act.

**AND WHEREAS** pursuant to the provisions of Ontario Regulation 525/97 all amendments to the official plan of the City of Windsor commenced after January 19, 1998 are exempt from the approval of the said Minister.

**THEREFORE** the Council of the Corporation of the City of Windsor in accordance with the provisions of the said *Planning Act* hereby enacts as follows:

1. That Amendment No. **148** to the Official Plan of the City of Windsor, attached hereto, is hereby adopted.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**AMENDMENT NO. 148**  
**TO THE**  
**OFFICIAL PLAN**  
**CITY OF WINDSOR**

Part D (Details of the Amendment) of the following text and attached map of the City of Windsor Official Plan constitute Amendment No. 148.

Also included, but not constituting part of the Amendment, are explanations of Purpose, Location, Background and Implementation of the Amendment, Appendix I (Results of Public Involvement).



**A. PURPOSE:**

The purpose of this amendment is to provide a site-specific policy permitting a “Public Parking Area” as additional permitted use on the subject land designated Mixed Use in the land use Schedule of the Official Plan.

**B. LOCATION:**

The amendment applies to the land described as Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000

**C. BACKGROUND:**

The applicant proposes to construct a parking lot with 24 parking spaces and access from the adjacent east-west alley and a community outdoor space with two bocce courts and seating on the south portion of the lot adjacent to Erie Street. The applicant indicates that the parking lot would serve as accessory parking for Medica Pharmacy located at 1210 Erie Street East located at the corner of Erie Street East and Pierre Avenue.

The proposed development requires an Official Plan Amendment to facilitate the change to the zoning by-law to allow the proposed use. The applicant is requesting site specific Official Plan and Zoning By-law Amendments that would support the construction of a Public Parking Area and two bocce courts on the site.

The City of Windsor Official Plan currently designates the site “Mixed Use” and “Traditional Commercial Street”. The proposed Sports Facility with two bocce courts conforms to the Mixed-Use designation.

However, the proposed Public Parking Area is not permitted in the Mixed Use or Traditional Commercial Street designations. The applicant is proposing a special policy area for the subject parcel. The Special Policy Area would maintain the existing Mixed Use while allowing for the Public Parking Area. Maintaining the Mixed Use designation will allow that the site be redeveloped in the future according to the preferred vision which is the continuous building street frontage with parking behind a building.

**D. DETAILS OF THE AMENDMENT:**

- (1) THAT Schedule “A” of Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED by applying a Specific Policy Area to Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000);
- (2) THAT Chapter 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan BE AMENDED by adding a Special Policy Area, replacing the symbol X with the next available section number, as follows:
  - 1.X North side of Erie Street East and east of Pierre Avenue
    - 1.X.1 The property described as Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000), situated on the north side of Erie Street East between Pierre Avenue and Hall Avenue is designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;
    - 1.X.2 Notwithstanding the “Mixed Use” designation of the subject land on Schedule D: Land Use in Volume I – The Primary Plan, and the “Traditional Commercial Street” designation on Schedule A-1: Special Policy Areas in Volume I – The Primary Plan “Public Parking Area” shall be an additional permitted use.

**E. IMPLEMENTATION:**

- i. This amendment is to be implemented by an amendment to Zoning By-law 8600 as recommended in Report Number S 85/2021 (Z-013/21; ZNG/6397).
- ii. The proposed development will be deemed a development per Section 41 (1) of the Planning Act and therefore, Site Plan Control shall be an additional tool for the implementation of this amendment

## APPENDIX A

The following are the results of public notification of the amendments and the outcome of public meetings. Comments relate to the Official Plan Amendment and the associated rezoning amendment.

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A meeting of the Development & Heritage Standing Committee (DHSC) was held on July 12, 2021 to consider the applications and Staff Report S 85/2021. This is the statutory public meeting required by the Planning Act. Below is an extract from the minutes of the July 12, 2021 meeting:

### **7.7 Z-013/21 [ZNG/6397] & OPA 148 [OPA/6397] – 2581668 Ontario Inc 1246, 1256-1270 Erie St E – Zoning & Official Plan Amendment Ward 4**

Melissa Gasic (author), Planner II – Development Review

Tracey Pillon-Abbs (agent) – available for questions.

Moved by: Councillor Holt  
Seconded by: Member Rondot  
Decision Number: DHSC 306

#### RECOMMENDATIONS

- I. THAT Schedule “A” of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by applying a Specific Policy Area to Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000);
- II. THAT Section 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a Special Policy Area as follows:
  - 1.X North side of Erie Street East and east of Pierre Avenue
    - 1.X.1 The property described as Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000), situated on the north side of Erie Street East between Pierre Avenue and Hall Avenue is designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;
    - 1.X.2 Notwithstanding the “Mixed Use” designation of the subject land on Schedule D: Land Use in Volume I – The Primary Plan, and the “Traditional Commercial Street” designation on Schedule A-1: Special Policy Areas in Volume I – The Primary Plan “Public Parking Area” shall be an additional permitted use.

III. THAT an amendment to City of Windsor Zoning By-law 8600 **BE APPROVED**, changing the zoning of Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000), situated on the north side of Erie Street East between Pierre Avenue and Hall Avenue, by adding the following uses to the existing zoning category (CD1.3):

ADDITIONAL PERMITTED USES:

**Public Parking Area**

**Sports Facility with two bocce courts and seating**

Motion CARRIED UNANIMOUSLY

Report Number: S 85/2021

Clerk's File: ZO/14117

**COUNCIL MEETING:**

A meeting of City Council was held on July 26, 2021, at which time the recommendation of the Development & Heritage Standing Committee and the Staff Report S 85/2021 were considered. The agent for the applicant was available for questions. No oral and written submissions were made to City Council. Council approved the following motion:

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR356/2021 DHSC 306

I. That Schedule "A" of Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED by applying a Specific Policy Area to Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000);

II. That Section 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan BE AMENDED by adding a Special Policy Area as follows:

1.X Northside of Erie Street East and east of Pierre Avenue

1.X.1 The property described as Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000), situated on the north side of Erie Street East between Pierre Avenue and Hall Avenue is designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;

1.X.2 Notwithstanding the "Mixed Use" designation of the subject land on Schedule D: Land Use in Volume I – The Primary Plan, and the "Traditional Commercial Street" designation on Schedule A-1: Special Policy Areas in Volume I – The Primary Plan "Public Parking Area" shall be an additional permitted use.

III. That an amendment to City of Windsor Zoning By-law 8600 BE APPROVED, changing the zoning of Lot 55 and PT Lot 56 Plan 545 (known municipally as 1246 Erie Street East; Roll No. 030-220-07900) and Lots 344 and 345, Plan 579 (known municipally as 1256-1270 Erie Street East; Roll No. 030-220-08000), situated on the north side of Erie Street East between Pierre Avenue and Hall Avenue, by adding the following uses to the existing zoning category (CD1.3):

**ADDITIONAL PERMITTED USES:**

Public Parking Area

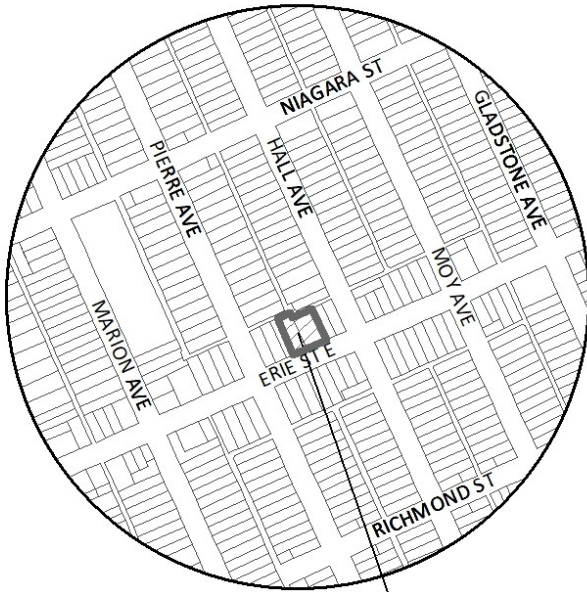
Sports Facility with two bocce courts and seating

Carried.


Report Number: SCM 239/2021 & S 85/2021  
Clerk's File: ZO/14117

# SCHEDULE A

LANDS AFFECTED BY OPA 148, OPA-6398  
(1246, 1256-70 ERIE STREET EAST)



## OPA 148, OPA-6398

-  AREA SUBJECT TO OPA 148, OPA-6398
-  PLANNING DISTRICTS
-  SPECIAL POLICY AREAS
-  SECONDARY PLANS

## BY-LAW NUMBER 3-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE  
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

**429. NORTH SIDE OF ERIE STREET EAST, EAST OF PIERRE AVENUE**

For the lands comprising of Lot 55 and Part Lot 56, Registered Plan 539 and Lots 344 and 345, Registered Plan 579, a *Public Parking Area*, and a *Sports Facility* with two bocce courts and seating, shall be additional permitted uses.

[ZDM 6, 7; ZNG/6397]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendme nt Number	5. Zoning Symbol
1	6 & 7	Lot 55 and Part Lot 56, Registered Plan 539 and Lots 344 and 345, Registered Plan 579  (1246 Erie Street East; Roll No. 030-220-07900 and 1256-1270 Erie Street East; Roll No. 030-220-08000)	148	S.20(1)429

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
 Second Reading - January 17, 2022  
 Third Reading - January 17, 2022



BY-LAW NUMBER 4-2022

A BY-LAW TO ADOPT AMENDMENT NO. 153  
TO THE OFFICIAL PLAN OF THE CITY OF  
WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** pursuant to the provisions of Section 17(1) of the *Planning Act*, R.S.O. 1990, c. P.13 as amended, the Minister of Municipal Affairs and Housing (Minister) is the approval authority in respect of the approval of a plan as an official plan.

**AND WHEREAS** Section 17(9) of the said *Planning Act* provides that the Minister may by order exempt a proposed official plan amendment from his approval under Section 17(1) of the said Act.

**AND WHEREAS** pursuant to the provisions of Ontario Regulation 525/97 all amendments to the official plan of the City of Windsor commenced after January 19, 1998 are exempt from the approval of the said Minister.

**THEREFORE** the Council of the Corporation of the City of Windsor in accordance with the provisions of the said *Planning Act* hereby enacts as follows:  
1. That Amendment No. **153** to the Official Plan of the City of Windsor, attached hereto, is hereby adopted.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**AMENDMENT NO. 153**  
**TO THE**  
**OFFICIAL PLAN**  
**CITY OF WINDSOR**

Part D (Details of the Amendment) of the following text and attached map (Schedule A) of the City of Windsor Official Plan constitute Amendment No. 153.

Also included, but not constituting part of the Amendment, are explanations of Purpose, Location, Background and Implementation of the Amendment, Appendix I (Results of Public Involvement).

**A. PURPOSE:**

The purpose of this amendment is to provide a site-specific policy permitting a “Self-Storage Facility” as additional permitted use on the subject land designated Mixed Use on Schedule E of the Official Plan.

**B. LOCATION:**

The amendment applies to the land described as Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue; Roll No. 040-310-04600; PIN 01191-0115); situated on the west side of Ouellette Avenue and the east side of Pelissier Street, south of Wyandotte Street West.

**C. BACKGROUND:**

The Applicant is requesting amendments to the City of Windsor Official Plan and Zoning By-law 8600 to allow the redevelopment of the existing commercial building into a combined use building as follows:

- Eight dwelling units on the second floor;
- Three commercial units on the ground floor and basement consisting of two Retail/Office commercial units of 46.45 m<sup>2</sup> (500 sq ft) – 92.90 m<sup>2</sup> (1,000 sq ft) each, and one Self Storage Commercial unit of 557.42 m<sup>2</sup> (6,000 sq ft) – 650.32 m<sup>2</sup> (7,000 sq ft) main floor and 557.42 m<sup>2</sup> (6,000 sq ft) basement space.

An exterior area that is currently gated will be covered over with a secure garage door and will provide parking and loading for the self-storage facility.

An amendment to the Official Plan by adding a special policy area and an amendment to Zoning By-law 8600 by adding a site-specific exception, both to allow a self-storage facility as an additional permitted use, is being requested. The dwelling units and the retail/office commercial uses are permitted by the Official Plan and Zoning By-law. The proposed development is subject to site plan control.

The City of Windsor Official Plan currently designates the site “Mixed Use” on Schedule E: City Centre Planning District and a self-storage facility is not permitted. The special policy area would maintain the existing Mixed Use designation while allowing for self-storage facility. When Official Plan Amendment 153 is approved, the requested zoning amendment will conform to the Zoning Amendment Policies, Section 11.6.3.1 and 11.6.3.3 of the Official Plan and conform to the general direction of the Official Plan.

**D. DETAILS OF THE AMENDMENT:**

- 1) That Schedule “A” of Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED by applying a Specific Policy Area to Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier Street, south of Wyandotte Street West.
  
- 2) That Section 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan BE AMENDED by adding a Special Policy Area, replacing the symbol X with the next available section number, as follows:
  - 1.X West Side of Ouellette Avenue and East Side of Pelissier Street, South of Wyandotte Street West (659-665 Ouellette Avenue)
    - 1.X.1 The property described as Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and the east side of Pelissier Street, south of Wyandotte Street West, IS DESIGNATED on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;
    - 1.X.2 Notwithstanding the “Mixed Use” designation of the subject land on Schedule E: Land Use in Volume I – The Primary Plan, “Self-Storage Facility” shall be an additional permitted use.

**E. IMPLEMENTATION:**

- i. This amendment is to be implemented by an amendment to Zoning By-law 8600 as recommended in Report Number S 127/2021 (Z-030/21; ZNG/6535).
  
- ii. The proposed development will be deemed a development per Section 41 (1) of the Planning Act and therefore, Site Plan Control shall be an additional tool for the implementation of this amendment

## APPENDIX A

The following are the results of public notification of the amendments and the outcome of public meetings. Comments relate to the Official Plan Amendment and the associated rezoning amendment.

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### DEVELOPMENT & HERITAGE STANDING COMMITTEE (DHSC):

A meeting of the DHSC was held on October 12, 2021 to consider the applications and Staff Report S 127/2021. This is the statutory public meeting required by the Planning Act. Below is an extract from the minutes of the DHSC meeting:

#### **7.5 Z-030/21 [ZNG/6535] & OPA 153 [OPA/6536] – 5021085 Ontario Inc 659-665 Ouellette Ave – Rezoning & Official Plan Amendment Ward 3**

Adam Szymczak (author), Planner III – Zoning

Peg Dorner (resident) – Not opposed to more residential. Will there be additional windows added? Concern for parking. Where will they park? Looking for quality of life for future tenants.

Tracey Pillon-Abbs (agent) available for questions.

Ray Blanchard (owner) gives a statement on the proposed development and is available for questions.

Moved by: Councillor Holt

Seconded by: Member Gyemi

Decision Number: DHSC 337

### RECOMMENDATIONS

- I. THAT Schedule “A” of Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED by applying a Specific Policy Area to Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier Street, south of Wyandotte Street West.
- II. THAT Section 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan BE AMENDED by adding a Special Policy Area as follows:
  - 1.X West Side of Ouellette Avenue and East Side of Pelissier Street, South of Wyandotte Street West (659-665 Ouellette Avenue)
    - 1.X.1 The property described as Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier, south of Wyandotte Street West, IS DESIGNATED on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;
    - 1.X.2 Notwithstanding the “Mixed Use” designation of the subject land on Schedule E: Land Use in Volume I – The Primary Plan, “Self-Storage Facility” shall be an additional permitted use.

III. THAT Zoning By-law 8600 BE AMENDED by changing the zoning of Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier Street, south of Wyandotte Street West, by adding a site specific exception to Section 20(1) as follows:

425. WEST SIDE OF OUELLETTE AVENUE AND EAST SIDE OF PELISSIER STREET, SOUTH OF WYANDOTTE STREET WEST

For the lands comprising of Lot 6, Block 2, Registered Plan 256, a self-storage facility shall be an additional permitted main use including in a combined use building, and that for a self-storage facility the following additional provisions shall apply:

- a) A self-storage facility is prohibited on the ground floor within the first 9.0 m of the building on the Ouellette Avenue frontage.
- b) A loading space is not required.

[ZDM 7; ZNG/6535]

Motion CARRIED UNANIMOUSLY

Report Number: S 127/2021  
Clerk's File: ZO/14207 & ZB/14206

**CITY OF WINDSOR COUNCIL MEETING:**

A meeting of City Council was held on November 1, 2021, at which time the recommendation of the Development & Heritage Standing Committee and the Staff Report S 129/2021 were considered. The agent for the applicant was available for questions. Council approved the recommendation of DHSC:

- I. That Schedule "A" of Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED by applying a Specific Policy Area to Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier Street, south of Wyandotte Street West.
- II. That Section 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan BE AMENDED by adding a Special Policy Area as follows:
  - 1.X West Side of Ouellette Avenue and East Side of Pelissier Street, South of Wyandotte Street West (659-665 Ouellette Avenue)
    - 1.X.1 The property described as Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier, south of Wyandotte Street West, IS DESIGNATED on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan;
    - 1.X.2 Notwithstanding the "Mixed Use" designation of the subject land on Schedule E: Land Use in Volume I – The Primary Plan, "Self-Storage Facility" shall be an additional permitted use.

III. That Zoning By-law 8600 BE AMENDED by changing the zoning of Lot 6, Block 2, Registered Plan 256, known municipally as 659-665 Ouellette Avenue (Roll No. 040-310-04600; PIN 01191-0115), situated on the west side of Ouellette Avenue and east side of Pelissier Street, south of Wyandotte Street West, by adding a site specific exception to Section 20(1) as follows:

**425. WEST SIDE OF OUELLETTE AVENUE AND EAST SIDE OF PELISSIER STREET, SOUTH OF WYANDOTTE STREET WEST**

For the lands comprising of Lot 6, Block 2, Registered Plan 256, a self-storage facility shall be an additional permitted main use including in a combined use building, and that for a self-storage facility the following additional provisions shall apply:

- a) A self-storage facility is prohibited on the ground floor within the first 9.0 m of the building on the Ouellette Avenue frontage.
- b) A loading space is not required.

[ZDM 7; ZNG/6535]

Carried.

Report Number: SCM 342/2021 & S 127/2021  
Clerk's File: ZO/14207 & ZB/14206 8.6

Anna Ciacelli  
Deputy City Clerk  
November 17, 2021

# SCHEDULE A





## BY-LAW NUMBER 5-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE  
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 17<sup>th</sup> day of January, 2022.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

425. WEST SIDE OF OUELLETTE AVENUE AND EAST SIDE OF  
PELISSIER STREET, SOUTH OF WYANDOTTE STREET WEST

For the lands comprising of Lot 6, Block 2, Registered Plan 256, a self-storage facility shall be an additional permitted main use including in a combined use building, and that for a self-storage facility the following additional provisions shall apply:

- a) A self-storage facility is prohibited on the ground floor within the first 9.0 m of the building on the Ouellette Avenue frontage.
- b) A loading space is not required.

[ZDM 7; ZNG/6535]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendme nt Number	5. Zoning Symbol
1	7	Lot 6, Block 2, Registered Plan 256  (659-665 Ouellette Avenue; Roll No. 040-310-04600; PIN 01191- 0115; west side of Ouellette Avenue and east side of Pelissier, south of Wyandotte Street West)	153	S.20(1)425

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
 Second Reading - January 17, 2022  
 Third Reading - January 17, 2022

BY-LAW NUMBER 6-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE  
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 17<sup>th</sup> day of January, 2022.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

426. East Side of California Avenue, South of University Avenue West

For the lands comprising of Lots 95 to 96, Block A, Registered Plan 50, a double duplex dwelling or multiple dwelling with a maximum of four dwelling units shall be an additional permitted use, and the following additional provisions shall apply

- |                                   |                      |
|-----------------------------------|----------------------|
| a) Lot Width – minimum            | 15.0 m               |
| b) Lot Area – minimum             | 500.0 m <sup>2</sup> |
| c) Lot Coverage – maximum         | 50.0%                |
| d) Main Building Height – maximum | 10.0 m               |
| e) Front Yard Depth – minimum     | 6.0 m                |
| f) Rear Yard Depth – minimum      | 7.50 m               |
| g) Side Yard Width – minimum      | 1.20 m               |

[ZDM 3; ZNG/6537]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendme nt Number	5. Zoning Symbol
1	3	Lots 95 to 96, Block A, Registered Plan 50  (334 California Avenue; Roll No. 050-110-07300; PIN 01232-0269; east side of California, south of University Avenue West)	- -	S.20(1)426

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
 Second Reading - January 17, 2022  
 Third Reading - January 17, 2022

BY-LAW NUMBER 7-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.27 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN MARENTETTE AVENUE AND ELSMERE AVENUE, SOUTH OF LENS AVENUE, AND NORTH OF VIMY AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 4.27 metre wide portion of the north/south alley located between Marentette Avenue and Elsmere Avenue, south of Lens Avenue, and north of Vimy Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

**THEREFORE** the Council of The Corporation of the City of Windsor enacts as follows:

1. That the 4.27 metre wide portion of the north/south alley located between Marentette Avenue and Elsmere Avenue, south of Lens Avenue, and north of Vimy Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 1229 abutting Lots 176 to 194, Plan 1229; designated as Parts 1 to 74 on Plan 12R-28825; Windsor

Being all of PIN 01323-0319

City of Windsor  
County of Essex

## BY-LAW NUMBER 8-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.27 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN MARENTETTE AVENUE AND ELSMERE AVENUE, SOUTH OF LENS AVENUE, AND NORTH OF VIMY AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 4.27 metre wide portion of the north/south alley located between Marentette Avenue and Elsmere Avenue, south of Lens Avenue, and north of Vimy Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

**THEREFORE** the Council of The Corporation of the City of Windsor enacts as follows:

1. That the 4.27 metre wide portion of the north/south alley located between Marentette Avenue and Elsmere Avenue, south of Lens Avenue, and north of Vimy Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Residential RD1.2 be set at \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
3. That any required easements pursuant to Council Resolution CR613/2020 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022



**SCHEDULE "A"**

Alley Plan 1229 abutting Lots 176 to 194, Plan 1229; designated as Parts 1 to 74  
on Plan 12R-28825; Windsor

Being all of PIN 01323-0319

City of Windsor  
County of Essex

BY-LAW NUMBER 9-2022

A BY-LAW TO CLOSE, STOP UP AND RETAIN THAT PORTION OF THE RIGHT-OF-WAY LOCATED SOUTH OF HAVENS DRIVE, EAST OF HOWARD AVENUE, DESIGNATED AS PART 2 ON PLAN 12R28535, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and retain for municipal use that portion of the right-of-way located south of Havens Drive and east of Howard Avenue, designated as Part 2 on Plan 12R28535, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of The Corporation of the City of Windsor enacts as follows:

1. That the portion of the right-of-way located south of Havens Drive and east of Howard Avenue, designated as Part 2 on Plan 12R28535, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed, stopped up and retained for municipal use.
2. That any required easements pursuant to Council Resolution CR21/2020 be registered.
3. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.
4. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Part of Havens Drive, Plan 12M-364, designated as Part 2 on Plan 12R28535;  
Windsor

Being part of PIN 01558-0611

City of Windsor  
County of Essex

BY-LAW NUMBER 10-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THAT PORTION OF THE RIGHT-OF-WAY LOCATED SOUTH OF HAVENS DRIVE, EAST OF HOWARD AVENUE, DESIGNATED AS PART 1 ON PLAN 12R28535, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey that portion of the right-of-way located south of Havens Drive and east of Howard Avenue, designated as Part 1 on Plan 12R28535, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of The Corporation of the City of Windsor enacts as follows:

1. That the portion of the right-of-way located south of Havens Drive, east of Howard Avenue, designated as Part 1 on Plan 12R28535, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That any required easements and restrictive covenants pursuant to Council Resolution CR21/2020 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.
5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Part of Havens Drive, Plan 12M-364, designated as Part 1 on Plan 12R28535;  
Windsor

Being part of PIN 01558-0611

City of Windsor  
County of Essex

BY-LAW NUMBER 11-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.05 METRE WIDE EAST/WEST ALLEY LOCATED SOUTH OF WYANDOTTE AVENUE, ABUTTING 814 JOS JANISSE AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 3.05 metre wide portion of the east/west alley located south of Wyandotte Avenue, abutting 814 Jos Janisse Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 3.05 metre wide portion of the east/west alley located south of Wyandotte Avenue, abutting 814 Jos Janisse Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 639 Ford City abutting Lot 73, Plan 639; Windsor

Being all of PIN 01097-0532

City of Windsor  
County of Essex

BY-LAW NUMBER 12-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.05 METRE WIDE EAST/WEST ALLEY LOCATED SOUTH OF WYANDOTTE AVENUE, ABUTTING 814 JOS JANISSE AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 3.05 metre wide portion of the east/west alley located south of Wyandotte Avenue, abutting 814 Jos Janisse Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of The Corporation of the City of Windsor enacts as follows:

1. That the 3.05 metre wide portion of the east/west alley located south of Wyandotte Avenue, abutting 814 Jos Janisse Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Residential RD1.2 be set at \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
3. That any required easements pursuant to Council Resolution CR428/2021 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.
5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022



**SCHEDULE "A"**

Alley Plan 639 Ford City abutting Lot 73, Plan 639; Windsor

Being all of PIN 01097-0532

City of Windsor  
County of Essex

BY-LAW NUMBER 13-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 3930 & 3970 SEMINOLE STREET, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 4.88 metre wide portion of the north/south alley located between 3930 & 3970 Seminole Street, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.88 metre wide portion of the north/south alley located between 3930 & 3970 Seminole Street, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Lane Plan 831 Sandwich East; designated as Parts 1, 2, 3 & 4 on Plan 12R-28735; Windsor

Being part of PIN 01101-0564

City of Windsor  
County of Essex

BY-LAW NUMBER 14-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 3930 & 3970 SEMINOLE STREET, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 4.88 metre wide portion of the north/south alley located between 3930 & 3970 Seminole Street, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.88 metre wide portion of the north/south alley located between 3930 & 3970 Seminole Street, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Commercial CD2.2 be set at \$172.22 per square metre without easements or \$86.11 per square metre with easements.
3. That any required easements pursuant to Council Resolution CR205/2021 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.
5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Lane Plan 831 Sandwich East; designated as Parts 1, 2, 3 & 4 on Plan 12R-28735; Windsor

Being part of PIN 01101-0564

City of Windsor  
County of Essex

BY-LAW NUMBER 15-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.66 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN TECUMSEH ROAD WEST AND LEDUC STREET, EAST OF CAMPBELL AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 3.66 metre wide portion of the north/south alley located between Tecumseh Road West and Leduc Street, east of Campbell Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 3.66 metre wide portion of the north/south alley located between Tecumseh Road West and Leduc Street, east of Campbell Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 931 abutting Lots 8 to 15, Plan 931 except WW18339; designated as Parts 1 to 10 on Plan 12R-28814; Windsor

Being all of PIN 01207-0226

City of Windsor  
County of Essex

## BY-LAW NUMBER 16-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.66 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN TECUMSEH ROAD WEST AND LEDUC STREET, EAST OF CAMPBELL AVENUE, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 3.66 metre wide portion of the north/south alley located between Tecumseh Road West and Leduc Street, east of Campbell Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 3.66 metre wide portion of the north/south alley located between Tecumseh Road West and Leduc Street, east of Campbell Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Residential RD2.2 be set at \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor. That the conveyance cost of the closed alley abutting lands zoned Commercial CD2.1 be set at \$172.22 per square metre without easements, and \$86.11 per square metre with easements. That the conveyance cost of the closed alley abutting lands zoned Institutional ID1.1 be set at \$26.90 per square metre without easements, and \$13.45 per square metre with easements plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
3. That any required easements pursuant to Council Resolution CR612/2020 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.



5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 931 abutting Lots 8 to 15, Plan 931 except WW18339; designated as Parts 1 to 10 on Plan 12R-28814; Windsor

Being all of PIN 01207-0226

City of Windsor  
County of Essex

BY-LAW NUMBER 17-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.33 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 0 WYANDOTTE STREET EAST AND 4620 WYANDOTTE STREET EAST, NORTH OF WYANDOTTE STREET EAST, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 4.33 metre wide portion of the north/south alley located between 0 Wyandotte Street East and 4620 Wyandotte Street East, north of Wyandotte Street East, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.33 metre wide portion of the north/south alley located between 0 Wyandotte Street East and 4620 Wyandotte Street East, north of Wyandotte Street East, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 964 Ford City abutting Lots 6 & 7, Plan 964; designated as Part 1 on Plan 12R-28817; Windsor

Being all of PIN 01088-0075

City of Windsor  
County of Essex

**BY-LAW NUMBER 18-2022**

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.33 METRE WIDE NORTH/SOUTH ALLEY LOCATED BETWEEN 0 WYANDOTTE STREET EAST AND 4620 WYANDOTTE STREET EAST, NORTH OF WYANDOTTE STREET EAST, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 4.33 metre wide portion of the north/south alley located between 0 Wyandotte Street East and 4620 Wyandotte Street East, north of Wyandotte Street East, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.33 metre wide portion of the north/south alley located between 0 Wyandotte Street East and 4620 Wyandotte Street East, north of Wyandotte Street East, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Commercial CD2.2 be set at \$193.75 per square metre without easements or \$96.88 per square metre with easements.
3. That any required easements pursuant to Council Resolution CR362/2021 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 964 Ford City abutting Lots 6 & 7, Plan 964; designated as Part 1 on Plan 12R-28817; Windsor

Being all of PIN 01088-0075

City of Windsor  
County of Essex

BY-LAW NUMBER 19-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED EAST OF MARENTETTE AVENUE, ABUTTING THE WEST SIDE OF 840 WYANDOTTE STREET EAST, FROM WYANDOTTE STREET EAST TO BRANT STREET, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the 4.88 metre wide portion of the north/south alley located east of Marentette Avenue, abutting 840 Wyandotte Street East, from Wyandotte Street East to Brant Street, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

**AND WHEREAS** it is deemed expedient that the said lands be assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.88 metre wide portion of the north/south alley located east of Marentette Avenue, abutting 840 Wyandotte Street East, from Wyandotte Street East to Brant Street, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for public use as a public highway.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022



**SCHEDULE "A"**

Alley Plan 341 abutting Lots 13 to 19, Plan 341; designated as Parts 1 to 7 on Plan 12R-28810; Windsor

Being all of PIN 01152-0276

City of Windsor  
County of Essex

## BY-LAW NUMBER 20-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.88 METRE WIDE NORTH/SOUTH ALLEY LOCATED EAST OF MARENTETTE AVENUE, ABUTTING THE WEST SIDE OF 840 WYANDOTTE STREET EAST, FROM WYANDOTTE STREET EAST TO BRANT STREET, CITY OF WINDSOR

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to close, stop up and convey the 4.88 metre wide portion of the north/south alley located east of Marentette Avenue, abutting 840 Wyandotte Street East, from Wyandotte Street East to Brant Street, City of Windsor, more particularly described in Schedule "A" attached hereto;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.88 metre wide portion of the north/south alley located east of Marentette Avenue, abutting 840 Wyandotte Street East, from Wyandotte Street East to Brant Street, City of Windsor, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the conveyance cost of the closed alley abutting lands zoned Commercial CD2.2 be set at \$172.22 per square metre without easements or \$86.11 per square metre with easements.
3. That any required easements pursuant to Council Resolution CR611/2020 be registered prior to conveyance.
4. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.

5. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A"**

Alley Plan 341 abutting Lots 13 to 19, Plan 341; designated as Parts 1 to 7 on Plan 12R-28810; Windsor

Being all of PIN 01152-0276

City of Windsor  
County of Essex

**BY-LAW NUMBER 21-2022**

**A BY-LAW TO FURTHER AMEND BY-LAW  
188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES  
OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR**

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient to further amend By-law Number 188-2000 being a by-law to appoint provincial offences officers, to update the list of persons enforcing regulatory by-laws;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That Schedule "A" of By-law 188-2000 be deleted and the attached Schedule "A" be substituted therefore.
2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022

Second Reading - January 17, 2022

Third Reading - January 17, 2022

**SCHEDULE "A"**  
**TO BY-LAW NUMBER 188-2000**

**APPOINTED PROVINCIAL OFFENCES OFFICERS**

<b>Department</b>	<b>Name</b>
Building	John Revell
Building	Joe Baker
Building	Roberto Vani
Building	Barbara Rusan
Building	Marc Ronald Mantha
Building	Oliver Pozar
Building	James Dario Sovran
Building	Brandon Calleja
Building	Nicola Gesuale
Building	James Arthur Holmes
Building	James Joseph Demars
Building	Mike Kenneth Arthur
Building	Bradley Dugal
Building	Amy Christine Goz
Building	Brian Jackson
Building	George Eberhardt
Building	Dante Lapico
Building	Nicole Brush
Building	Michael Forte
Building	Jay McGuire
Building	Nicola Gesuale
Building	Christopher Jedlinski
Building	Ian Sakal
Building	Brian Velocci
Building	Robert Crescenzi
Building	Armando Cala
Building	Michael Mollica
Fire Services	Malcolm Bondy
Fire Services	Carey Chase
Fire Services	Mike Coste
Fire Services	David Ethier
Fire Services	Sean Fabel
Fire Services	Jeff Goldthorpe

<b>Department</b>	<b>Name</b>
Fire Services	Norbert Hirth
Fire Services	Karen Koski
Fire Services	Steve Laforet
Fire Services	John Lee
Fire Services	Dave O'Neil
Fire Services	James Waffle
Licensing & By-law Enforcement	Dan Jenner
Licensing & By-law Enforcement	Don Balino
Licensing & By-law Enforcement	Mario Bonas
Licensing & By-law Enforcement	Rocco Iacobelli
Licensing & By-law Enforcement	Andrew Wong
Licensing & By-law Enforcement	Bart Pogorzelski
Licensing & By-law Enforcement	Michael Desjardins
Licensing & By-law Enforcement	Todd Hamilton
Licensing & By-law Enforcement	Craig Robertson
Licensing & By-law Enforcement	Rory Sturdy
Licensing & By-law Enforcement	Gary Cian
Licensing & By-law Enforcement	Steve Vlachodimos
Licensing & By-law Enforcement	Kevin Kuprowski
Licensing & By-law Enforcement	Vedran Abidinovic
Licensing & By-law Enforcement	Gabrielle Fillion
Office of the City Engineer	Bill Kralovensky
Office of the City Engineer	Phong Nguy
Office of the City Engineer	Shawn Barlow
Office of the City Engineer	Paul Hearn
Office of the City Engineer	Amy Kurek
Office of the City Engineer	John Colella
Office of the City Engineer	Andrew Lewis
Office of the City Engineer	Marc Ladouceur
Office of the City Engineer	Chris Nepszy
Parks	Marc Edwards
Parks	Paul Giroux
Parks	Gaetan Taillon
Planning	Kristina (Chung Wah) Tang
Planning	Michael Cooke
Pollution Control	Kevin Webb
Pollution Control	George Michael Chernawski

<b>Department</b>	<b>Name</b>
Pollution Control	Mark Vander Voort
Pollution Control	Justine Cloutier
Pollution Control	David Petten
Pollution Control	Dan Mitchell
Pollution Control	Kai Yuan Qui
Pollution Control	Meraal Yared



BY-LAW NUMBER 22-2022

A BY-LAW TO AMEND INTERIM CONTROL BY-LAW 103-2020 SO THAT THE PROVISIONS OF BY-LAW 103-2020 SHALL NOT APPLY TO CERTAIN LANDS.

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** on July 13, 2020, the Council of the Corporation of the City of Windsor enacted Interim Control By-law 103-2020 (RICBL) that 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 in the City of Windsor to Administration to study the extent of the challenges, propose possible solutions and provide revised policies and provisions that aim to balance the housing needs of the community and the concerns of businesses, institutions, and residents for a period indicated in the Interim Control By-law;

**AND WHEREAS** Section 38(1) of the Planning Act, R.S.O. 1990, Chapter p. 13, provides Council with the discretion to prohibit the use of lands, buildings, or structures within the municipality or within the defined area or areas thereof, for such purposes as may be set out in the by-law;

**AND WHEREAS** the Council of the Corporation of the City of Windsor authorized the review, on a case-by-case basis, any requested amendment to Interim Control By-law 103-2020 where there is a determination that the requested amendment will not conflict with the general purpose and intent of the Interim Control By-law 103-2020;

**THEREFORE**, the Council of the Corporation of the City of Windsor has determined that the provisions of Interim Control By-law 103-2020 shall not apply to the lands identified below and enacts as follows:

1. Interim Control By-law 103-2020 is amended by adding the following clause to Section 5:

(7) **0 Daytona Avenue (southeast corner of Daytona Avenue and Northwood Street)**

Part Lot 75, Lots 76 to 79, Registered Plan 1015, and Parts 5 to 7, Plan 12-21146; Roll No. 080-490-04510

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

BY-LAW NUMBER 23-2022

A BY-LAW TO PRESCRIBE A TARIFF OF FEES FOR THE PROCESSING OF  
PLANNING APPLICATIONS

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** Section 69 of the Planning Act, RSO 1990 as amended authorizes the council of a municipality to prescribe by by-law a tariff of fees for the processing of applications made in respect of planning matters;

**AND WHEREAS** it is deemed expedient to prescribe a tariff of fees for the processing of applications made in respect of planning matters;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. Every person who applies to The Corporation of the City of Windsor for the processing of applications in respect of the planning matters referred to in Column 1 of Schedule "A" attached hereto shall pay to the said Corporation, at the time of making such application unless otherwise specified, the fee as shown in Column 2 opposite of Schedule "A" attached hereto.
2. The fees listed in COLUMN 2 of Schedule "A" of this By-law will be subject to H.S.T. where applicable.
3. By-law Number 42-2021 is hereby repealed.
4. This by-law amendment shall come into force and take effect on the same day as the passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading- January 17, 2022  
Third Reading - January 17, 2022

SCHEDULE "A" TO BY-LAW 23-2022

<u>COLUMN 1</u>	<u>COLUMN 2</u>
<b><u>DEVELOPMENT REVIEW SERVICES FEES</u></b>	
<b>Pre-Submission Fee</b>	\$ 313.60
<b>Condominium Conversion Application</b>	
i) Base Fee	\$ 7,575.00
ii) Additional Fee - per unit	\$ 71.40
iii) Building Department Inspection Fee	\$ 317.75
After 4 hours-at time of request by applicant Or when invoiced by Building Department	\$ 100.00 per hour
<b>Official Plan Amendments (Minor)</b>	
i) Base Fee	\$ 2,258.40
<b>Official Plan Amendments (Major)</b>	
i) Base Fee	\$ 8,112.35
<b>Part Lot Control Applications</b>	
i) Development Review Fee Per Application	\$ 1,196.50
<b>Plan of Subdivision/Condominium</b>	
i) Base Fee Subdivision	\$ 684.00 / per lot or block
ii) Base Fee Condominium	\$ 185.00 / per lot / per unit
<b>Amendment To Draft Approval of Plan of Subdivision/Condominium</b>	\$ 3,646.30
<b>Amendment To Agreement Of Plan of Subdivision/ Condominium</b>	\$ 3,048.00
<b>Plan of Subdivision/Condominium Extension</b>	\$ 3,329.60
<b>Amalgamation of Condominium Corporations</b>	\$ 1,863.00
<b>Subdivision &amp; Condominium Final Approval Registration Fee</b>	\$ 51960
<b>Rezoning Applications (Minor)</b>	
i) Base Fee	\$ 4,347.00
<b>Rezoning Applications (Major)</b>	
i) Base Fee	\$ 5,837.40

SCHEDULE "A" TO BY-LAW NO 23-2022

COLUMN 1

COLUMN 2

**Renotification Fee of Public Notice of Application for an Amendment/Applicant Request for Deferral-at time of request by applicant** \$ 2,258.40

**Removal of Holding "H" Symbol** \$ 1,536.00

**Pre Holding/Servicing Removal** \$ 2,371.20

**SITE PLAN CONTROL**

**Minor Development Application** \$ 3,895.00

**Standard Development Application** \$ 6,661.00

**Major Development Application** \$ 9,370.90

**Amendment/Modification**  
i) Base Fee \$ 3,895.00

**Minor Change** \$ 200.00

**Minor Change Requiring Review of Three or More Departments** \$ 707.00

**Re-review of Site Plan Application (Minor or Standard)** \$ 1,485.00

**Re-review of Site Plan Application (Major)** \$ 3,100.00

**Inspections (Landscaping)** \$ 485.40

**Inspections (Lighting)** \$ 135.60

**Inspections (Building Department)**

Fee for Initial Performance Bond Inspections \$ 253.60

After 3 hours-at time of request by applicant or when invoiced by Building Department \$ 75.00 per hour

Small Scale Low Profile Residential Development \$ 214.25

**COMMITTEE OF ADJUSTMENT FEES**

**Minor Variance**

a) Residential \$ 2,449.00

b) Non Residential \$ 2,449.00

SCHEDULE "A" TO BY-LAW NO 23-2022

<u>COLUMN 1</u>	<u>COLUMN 2</u>
c) Signs	\$ 2,345.00
d) Fences	\$ 2,345.00
<b>Legal Non-Conforming Uses</b>	
a) All Application Changes	\$ 2,534.75
b) Enlargement or extension of a building	\$ 2,534.75
<b>Consent Applications</b>	
a) Each New Building Lot	\$ 2,657.90
b) Validation of title or foreclosure or exercise of power of sale	\$ 2,297.70
c) All Other Consent Applications (Sections 53)	\$ 2,657.90
d) Requests for change to conditions (Minor)	\$ 384.00
e) Requests for change to conditions (Major)	\$ 756.00
f) Issuance of additional Certificates of the Official	\$ 248.50
<b>Consent with Minor Variance:</b>	
a) Residential	\$ 3,888.50
b) Non-Residential	\$ 3,888.50
<b>Miscellaneous Committee Of Adjustment Fees:</b>	
a) Notification fee when deferred at request of the applicant-at time of request by applicant	\$ 508.00
b) Special hearings by request of applicant Cost recovery-at time of request by applicant	\$ 480.25

BY-LAW NUMBER 24-2022

A BY-LAW TO AMEND BY-LAW NUMBER 392-2002, BEING A BY-LAW TO ESTABLISH AND REQUIRE PAYMENT OF FEES AND CHARGES.

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** By-law Number 392-2002 was passed by the Council of The Corporation of the City of Windsor on December 16, 2002;

**AND WHEREAS** By-law Number 392-2002 has previously been amended;

**AND WHEREAS** it is deemed expedient to further amend said By-law Number 392-2002 of The Corporation of the City of Windsor;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law Number 392-2002 be further amended by deleting Schedule "A" attached thereto and substituting Schedule "A" attached hereto.
2. That this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022



Schedule C-1: City of Windsor User Fee Schedule

**Economic Development & Innovation**

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### Schedule C-1: City of Windsor User Fee Schedule



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City of Windsor  
User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Building	Building Enforcement	Building Inspection Fee for license	\$90.00	per license
2		Building	Building Enforcement	Inspection Associated with Private Subsidized Housing (if < 32 units)	\$87.00	per premise
3		Building	Building Enforcement	Inspection Associated with Private Subsidized Housing (if > 32 < 62 units)	\$145.00	per premise
4		Building	Building Enforcement	Inspection Associated with Private Subsidized Housing (if 62 + units)	\$203.50	per premise
5		Building	Building Enforcement	<b>Proposed Cumulative Staged Inspection Fees for Vacant Buildings, Building Conditions &amp; Property Standards (by-law 9-2019), Zoning (by-law 8600) and Pools (160-2010)/Fence (170-2012) Enforcement files:</b>		
6		Building	Building Enforcement	Stage 1 - Investigation with resulting Order	\$200.00	per file
7		Building	Building Enforcement	Stage 2 - Not in compliance - Final Warning Letter (FWL)	\$73.00	per file
8		Building	Building Enforcement	Stage 3 - Not in compliance - Court Charge	\$300.00	per file
9		Building	Building Enforcement	Stage 4 - Court follow-up inspections until complete resolution	\$180.00	per file
10		Building	Interest Charges	By-Law 1/2021 - Deferred Rates Interest Payable without a Letter of Credit	12.70%	Annual Interest Rate Applied to Development Charges
11		Building	Interest Charges	By-Law 1/2021 - "Deferred" Development Charge Interest Payable with Letter of Credit	8.70%	Annual Interest Rate Applied to Development Charges
12		Building	Interest Charges	By-Law 1/2021 - "Frozen" Development Charge Interest Payable	8.70%	Annual Interest Rate Applied to Development Charges

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor  
User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
13		Building	Site Development Zoning	Building Permit Indemnity Fee (Refundable)	\$50.00	per metre of property frontage
14		Building	Site Development Zoning	Fill Permit Fee	\$55.00	minimum fee
15		Building	Site Development Zoning	Fill Permit Fee	\$55.00	plus \$0.05/sq. meter from 500 sq. metres to 1000 sq. metres
16		Building	Site Development Zoning	Fill Permit Fee	\$55.00	plus \$0.03/sq. meter greater than 1000 sq. metres
17		Building	Site Development Zoning	Liquor License Application Fee (existing fee but omitted from Building fee schedule previously)	\$25.00	per application
18		Building	Site Development Zoning	Liquor License Building Inspection Fee - no open permit (existing fee but omitted from Building fee schedule previously)	\$100.00	per application
19		Building	Site Development Zoning	Plumbing fixture (new or replacement) - Non-Residential	\$29.00	per fixture unit (application to all non residential permit types)
20		Building	Site Development Zoning	Plumbing fixture (new or replacement) - Residential	\$29.00	per fixture unit (applicable on residential alteration permits)
21		Building	Site Development Zoning	Plumbing Rough-In plumbing fixtures - Non-Residential	\$29.00	per R/I Fixture Unit
22		Building	Site Development Zoning	Portable Sign Fee (A-Frame Sign)	\$40.00	per sign
23		Building	Site Development Zoning	Portable Sign Fee (Banner Flag Sign)	\$20.00	per sign

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor  
User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
24		Building	Site Development Zoning	Portable Sign Fee (Banner Sign)	\$20.00	per sign
25		Building	Site Development Zoning	Portable Sign Fee (Community Event Sign - A-Frame, Banner, Ground)	\$10.00	per sign
26		Building	Site Development Zoning	Portable Sign Fee (Community Event Sign - Inflatable, Mobile)	\$20.00	per sign
27		Building	Site Development Zoning	Portable Sign Fee (Congratulatory Sign)	not required when displayed for less than 72 hours	per sign
28		Building	Site Development Zoning	Portable Sign Fee (Construction Site Sign)	\$4.00	per sq. metre of the total sign area (minimum \$75.00)
29		Building	Site Development Zoning	Portable Sign Fee (Development Project Sign - renewal)	\$50.00	per sign for an additional 2 years
30		Building	Site Development Zoning	Portable Sign Fee (Development Project Sign)	\$4.00	per sq. metre of the total sign area (minimum \$75.00)
31		Building	Site Development Zoning	Portable Sign Fee (Election Sign)	not required	per sign
32		Building	Site Development Zoning	Portable Sign Fee (Inflatable sign - Group 1 & 2 Residential Uses)	not required when displayed for less than 72 hours	per sign
33		Building	Site Development Zoning	Portable Sign Fee (Inflatable sign - Group 3 & 4 Residential Uses)	\$50.00	per sign

City of Windsor  
User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
34		Building	Site Development Zoning	Portable Sign Fee (Mobile Sign)	\$55.00	\$2 per calendar day for the first 10 days minimum \$20. \$1 per calendar day for subsequent day up to a maximum of 45 days
35		Building	Site Development Zoning	Portable Sign Fee (Real Estate Sign)	\$20.00	for each sign with face area of 1 sq. metre or greater
36		Building	Site Development Zoning	Sign Permit - (permits for signs encroaching on public property)	Double the standard fee	per sign
37		Building	Site Development Zoning	Sign Permit - (permits for signs erected or displayed prior to obtaining a sign permit)	Triple the standard fee	per permit
38		Building	Site Development Zoning	Sign Permit - Maintenance Fee	\$75.00	per reconstruction of an existing permanent sign
39		Building	Site Development Zoning	Sign Permit Fee (awning, billboard, canopy, fascia wall, ground, projecting wall)	\$4.00	per sq. metre of the total sign area (minimum \$75.00)
40		Building	Site Development Zoning	Sign Permit Fee (light standard sign)	\$20.00	per light standard sign
41		Building	Site Development Zoning	Sign Permit Fee (renewal for additional 6 months)	\$50.00	per renewal

City of Windsor  
User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
42		Building	Site Development Zoning	Sign Permit Fee (window sign - illuminated)	\$20.00	per illuminated sign
43		Building	Site Development Zoning	Signs - Disposal Charge for Unlawful Permanent Sign	Actual disposal cost	per disposal cost
44		Building	Site Development Zoning	Signs - Disposal Charge for Unlawful Temporary Sign	Actual disposal cost	per disposal cost
45		Building	Site Development Zoning	Signs - Removal of Unlawful Permanent Sign	\$200.00	per sign or actual cost of removal (whichever is greater)
46		Building	Site Development Zoning	Signs - Removal of Unlawful Temporary Sign	\$50.00	per sign or actual cost of removal (whichever is greater)
47		Building	Site Development Zoning	Signs - Storage Charge for Unlawful Permanent Sign	\$20.00	per day or \$2.00/sq. metre of face area per day, whichever is greater
48		Building	Site Development Zoning	Signs - Storage Charge for Unlawful Temporary Sign	\$5.00	per day or \$0.50/sq. metre of face area per day, whichever is greater
49		Transportation Planning	Traffic Studies	Motor Vehicle Collision Summary Report	\$30.00	each
50		Transportation Planning	Traffic Studies	Volumetric Flow Charts	\$20.00	each

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

### City of Windsor User Fee Schedule

Economic Development & Innovation - Building						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
<b>Notes:</b>						
1	GIS surcharge	Applicable per application				
There is a \$2.00 service fee for any of the above on-line transactions and a \$3.00 service fee for any over-the-counter transactions including fax and mail-in options.						
When the online EVOLTA digital application program becomes fully released for application processing, a flat one time \$40 fee						
The EVOLTA fee was included in the entered agreement approved by City Council CR366/2018.						

## City of Windsor User Fee Schedule

Economic Development Innovation - Information Technology							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
1		Project Management & Applications		Business Licenses (Animal) On-Line Transaction Fee	\$0.00	On-Line Transaction	
2		Project Management & Applications		Construction Heating Permit On-Line Transaction Fee	\$0.00	On-Line Transaction	
3		Project Management & Applications		Construction Plumbing Permit On-Line Transaction Fee	\$0.00	On-Line Transaction	
4		Project Management & Applications		Construction Sewer Permit On-Line Transaction Fee	\$0.00	On-Line Transaction	
5		Project Management & Applications		External Tax Inquiry (ETI) On-Line Transaction Fee	\$10.00	On-Line Transaction	
		There is a \$2.00 service fee for any of the above on-line transactions and a \$3.00 service fee for any over-the-counter transactions including fax and mail-in options exclusive of Business, Lottery and Dog Licenses. (2016 - Moved to Planning & Building Department)					
		There is a \$3.00 (per Public Works Permit) service fee for any over-the-counter transactions including fax and mail-in options. (2016 - Moved to Public Works Department)					

City of Windsor  
User Fee Schedule

Economic Development & Innovation - Planning						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Admin. - Planning	Copies	11" x 17"	\$1.05	each additional page
2		Admin. - Planning	Copies	high toner coverage	\$0.50	each additional page
3		Admin. - Planning	Copies	Light toner coverage	\$0.30	each additional page
4		Admin. - Planning	Copies	medium toner coverage	\$0.40	each additional page
5		Admin. - Planning	Copies	Xeroxing - per page black & white copies	\$2.35	1st page
6		Admin. - Planning	Copies	Xeroxing - per page colour copies	\$2.35	1st page
7		Admin. - Planning	Maps	Residential Activity Map - full set (16)	\$245.00	per set
8		Admin. - Planning	Maps	Residential Activity Map - single	\$11.50	per map
9		Admin. - Planning	Publications	City Centre West CIP (colour)	\$50.00	per plan
10		Admin. - Planning	Publications	Windsor SEEN	NO CHARGE	per publication
11		Development	Committee of Adjustment	Committee of Adjustment Decision Letter	\$9.30	each
12		Development	Committee of Adjustment	ERCA Consents & Minor Variance Processed Together	\$250.00	each
13		Development	Committee of Adjustment	ERCA Development Review Fees for Consents	\$200.00	each
14		Development	Committee of Adjustment	ERCA Development Review Fees for Minor Variances	\$115.00	each
15		Development	Development Review Services	Any New Street Address to Existing Street	\$360.00	per address
16		Development	Development Review Services	Any New Street Name & Address (Subdivision)	\$778.00	per name & address
17		Development	Development Review Services	Deed preparation (Deeds - Registry or Land Titles)	\$217.50	per deed
18		Development	Development Review Services	ERCA Subdivisions/Condos/Major Official Plan Amendments	\$310.00	each



City of Windsor  
User Fee Schedule

Economic Development & Innovation - Planning						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
19		Development	Development Review Services	Legal Department Approval on Preparation of Deeds	\$58.00	per deed
20		Development	Development Review Services	Sign By-law Amendment	\$914.00	per amendment
21		Development	Development Review Services	Street Name Change	\$11,965.00	per name change
22		Development	Development Review Services	Zoning Compliance Letter (legal non-conforming)	\$152.00	per letter plus \$47.00/hr.
23		Development	Development Review Services	Zoning Compliance Letter (standard)	\$107.50	per letter
24		Development	Development Review Services	Zoning Compliance Letter (with drawings)	\$152.00	per letter
25		Development	Development Review Services	Zoning verification fee for business license/Zoning inquiry	\$56.00	per license/request
26		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Alley Search	\$59.00	per hour
27		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Owners share of 12R plan	% share of actual cost	
28		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Property Standards Appeal	\$425.00	per appeal
29		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Records Search	\$50.00	per hour
30		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Registration of Deed	\$76.00	per deed

### City of Windsor User Fee Schedule

Economic Development & Innovation - Planning						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
31		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Street & Alley Closing Application	\$1,505.00	per application
32		Development	Street & Alley Closings, Deeds, Encroachments & Misc. Fees	Teranet Fees	\$43.00	per deed
33		Transportation Planning	Traffic Studies	Motor Vehicle Collision Summary Report	\$30.00	each
34		Transportation Planning	Traffic Studies	Volumetric Flow Charts	\$20.00	each
<b>Notes:</b>						
1	GIS surcharge Applicable per application					
There is a \$2.00 service fee for any of the above on-line transactions and a \$3.00 service fee for any over-the-counter transactions including fax and mail-in options.						
When the online EVOLTA digital application program becomes fully released for application processing, a flat one time \$40 fee						
The EVOLTA fee was included in the entered agreement approved by City Council CR366/2018.						

## City of Windsor User Fee Schedule

Corporate Services - Finance						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Accounting & Corporate Controls	Accounts Receivable	Administrative Fee (NSF Cheques - A/R)	\$50.00	per nsf cheque/returned item
2		Accounting & Corporate Controls	Payroll	Processing of Wage Assignments	\$10.00	per remittance where allowed by court on certain files
3		Taxation, Treasury & Financial Projects	Collections, Invest Banking	Interest on trade receivables more than 30 days past due	2.00%	per month, compounded
4		Taxation, Treasury & Financial Projects	Property Valuations	Expedited Tax Certificates	\$120.00	per certificate
5		Taxation, Treasury & Financial Projects	Property Valuations	External Tax Inquiry (ETI) On Line Transaction Fee	\$75.00	per roll number
6		Taxation, Treasury & Financial Projects	Property Valuations	New Property Account Fee	\$75.00	per roll
7		Taxation, Treasury & Financial Projects	Property Valuations	Ownership Changes	\$75.00	per roll
8		Taxation, Treasury & Financial Projects	Property Valuations	Statement of Account Fee	\$30.00	per statement
9		Taxation, Treasury & Financial Projects	Property Valuations	Tax Certificates	\$75.00	per certificate
10		Taxation, Treasury & Financial Projects	Property Valuations	Tax Receipts	\$30.00	per roll number
11		Taxation, Treasury & Financial Projects	Revenue & Collections	Additional Interested Party Notification	\$50.00	per letter
12		Taxation, Treasury & Financial Projects	Revenue & Collections	Corporate Search	\$15.00	per property plus disbursements

## City of Windsor User Fee Schedule

Corporate Services - Finance						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
13		Taxation, Treasury & Financial Projects	Revenue & Collections	Current & Prior Year's Tax Information (Printed or Written)	\$10.00	per roll year
14		Taxation, Treasury & Financial Projects	Revenue & Collections	Electronic lien cancellation fee	\$15.00	per certificate plus disbursements
15		Taxation, Treasury & Financial Projects	Revenue & Collections	Electronic lien certificate fee	\$30.00	per certificate plus disbursements
16		Taxation, Treasury & Financial Projects	Revenue & Collections	Letters of Default	\$50.00	2nd Notice
17		Taxation, Treasury & Financial Projects	Revenue & Collections	Letters of Default	\$250.00	Final Letter
18		Taxation, Treasury & Financial Projects	Revenue & Collections	Local Improvements, Sewer Replacements	\$100.00	per roll
19		Taxation, Treasury & Financial Projects	Revenue & Collections	Mortgage Account Administration Fee	\$30.00	per account
20		Taxation, Treasury & Financial Projects	Revenue & Collections	Other Charges Levied Against The Tax Roll	\$50.00	per account
21		Taxation, Treasury & Financial Projects	Revenue & Collections	Registered Interested Party (up to 2 parties)	\$225.00	per letter
22		Taxation, Treasury & Financial Projects	Revenue & Collections	Registration Cost Recovery	various	
23		Taxation, Treasury & Financial Projects	Revenue & Collections	Research - Current & Prior Year's Tax Information (Printed or Written)	\$52.00	per hour
24		Taxation, Treasury & Financial Projects	Revenue & Collections	Returned Service Item (Includes NSF cheques)	\$50.00	per nsf cheque/returned item
25		Taxation, Treasury & Financial Projects	Revenue & Collections	Tax Registrations	\$1,450.00	per property

## City of Windsor User Fee Schedule

Corporate Services - Finance						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
26		Taxation, Treasury & Financial Projects	Revenue & Collections	Tax Sale Tender Pick-up/Drop-off	\$25.00	per tender package
27		Taxation, Treasury & Financial Projects	Revenue & Collections	Title Search	\$35.00	per property plus disbursements

### City of Windsor User Fee Schedule

Corporate Services - Human Resources							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
1		Human Resources	Human Resources Administration	Corporate ID Badges	\$10.00	per badge	
2		Human Resources	Human Resources Administration	Photocopy Fee	\$2.00	1st page	
3		Human Resources	Human Resources Administration	Photocopy Fee	\$0.30	per additional page	
4	2	Human Resources	Recruitment	Firefighter Recruitment - Administrative Fee	\$41.33	per applicant	
5	1	Human Resources	Recruitment	Firefighter Recruitment - Miscellaneous Fees may be applicable (police clearance, educational documents and fitness certificate).	\$0.00	per applicant	
6		Human Resources	Employee Relations	Photocopy Fee	\$2.00	1st page	
7		Human Resources	Employee Relations	Photocopy Fee	\$0.30	per additional page	
<b>Notes:</b>							
	1	The Miscellaneous fees are not collected by the Corporation of the City of Windsor.					
	2	Per Council Resolution CR107/2011 Human Resources can alter the Firefighter recruitment process and change the Fee Structure.					

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Council Services							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
1		Records and Elections	Elections	Nomination Fee - Councillors/School Board Trustee	\$100.00	per nomination	
2		Records and Elections	Elections	Nomination Fee - Mayor	\$200.00	per nomination	
3		Records and Elections	Freedom of Information	Freedom of Information Request Application (mandatory and non-refundable)	\$5.00	per request	
4	1	Records and Elections	Freedom of Information	Information Disk	\$10.00	per disk	
5	1	Records and Elections	Freedom of Information	Photocopying	\$0.20	per page	
6	1	Records and Elections	Freedom of Information	Preparing a Record	\$30.00	per hour	
7	1	Records and Elections	Freedom of Information	Search a Record	\$30.00	per hour	
8		Records and Elections	Printing	Photocopying (Additional Pages After the First Page)	\$0.30	per page	
9		Records and Elections	Printing	Photocopying (First Page)	\$2.00	per first page	
10		Records and Elections	Records	Certified Copy of Assessment Roll Pages	\$25.00	per assessment	
11		Records and Elections	Records	Certified Copy of By-law or Council Resolution	\$25.00	per by-law or	
12		Records and Elections	Records	Declaration of Residency Letter	\$25.00	per letter	
13		Records and Elections	Records	Ownership List from Assessment Roll	\$26.00	per hour + cost of	
14		Records and Elections	Records	Permanent Resident Card verification	\$10.00	per card	
15		Records and Elections	Records	Records Search	\$26.00	per hour + cost of photocopying	
16		Records and Elections	Vital Statistics	Civil Ceremony (During the Day)	\$250.00	per ceremony	
17		Records and Elections	Vital Statistics	Death Registrations	\$50.00	per certificate	
18		Records and Elections	Vital Statistics	Marriage Licence	\$135.00	per licence	
19		Records and Elections	Vital Statistics	Signing Affidavits for name change and other applications	\$10.00	per affidavit	
20		Records and Elections	Vital Statistics	Witness Fee (for civil ceremony)	\$25.00	per request	
<b>Notes:</b>							
1		Fees are established through regulation 832 of the Municipal Freedom of Information Protection and Privacy Act. Note other fees may apply as per MFIPPA.					

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Fire & Rescue						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
		Fire Apparatus	Fire Apparatus	<b>MTO inspection as per WFR sheet:</b>		
1		Fire Apparatus	Fire Apparatus	Light Truck	\$120.00	per hour
2		Fire Apparatus	Fire Apparatus	2-axle Pumper or Heavy Rescue	\$120.00	per hour
3		Fire Apparatus	Fire Apparatus	3-axle Pumper, Aerial or Heavy Rescue	\$120.00	per hour
		Fire Apparatus	Fire Apparatus	<b>Ladder Testing:</b>		
4		Fire Apparatus	Fire Apparatus	Attic	\$120.00	per hour
5		Fire Apparatus	Fire Apparatus	Roof or Ground	\$120.00	per hour
6		Fire Apparatus	Fire Apparatus	Extension (10 ft. extension -\$10 Pull; \$10 Load)	\$120.00	per hour
7		Fire Apparatus	Fire Apparatus	Bangor	\$120.00	per hour
8		Fire Apparatus	Fire Apparatus	NFPA Pump Service as per WFR Sheet	\$120.00	per hour
9		Fire Apparatus	Fire Apparatus	adjust pump packing	\$120.00	per hour
10		Fire Apparatus	Fire Apparatus	NFPA Pump Test with tank to pump flow	\$120.00	per hour
11		Fire Apparatus	Fire Apparatus	with 2 side hard suction add:	\$120.00	per hour
12		Fire Apparatus	Fire Apparatus	Standard Foam System Calibration	\$120.00	per hour
13		Fire Apparatus	Fire Apparatus	Flow meter adjust during pump test	\$120.00	per hour
14		Fire Apparatus	Fire Apparatus	Complete set-up and adjust flowmeter at hydrant	\$120.00	per hour
		Fire Apparatus	Fire Apparatus	<b>Fit Test:</b>		
15		Fire Apparatus	Fire Apparatus	First person 1/2 hr(each additional 1/3 hr)	\$120.00	per hour
16		Fire Apparatus	Fire Apparatus	1 day use	\$88.75	per day
17		Fire Apparatus	Fire Apparatus	1 week use	\$188.75	per use
18		Fire Apparatus	Fire Apparatus	2 weeks	\$310.75	per use
19		Fire Apparatus	Fire Apparatus	1 month	\$577.00	per use
20		Fire Apparatus	Fire Apparatus	SCBA Testing	\$120.00	per hour
21		Fire Apparatus	Fire Apparatus	SCBA Repair	\$120.00	per hour
22		Fire Apparatus	Fire Apparatus	General repair and services	\$120.00	per hour
23		Fire Communications	Dispatch	Central Dispatch	\$1.94	per capita
24		Fire Communications	Dispatch	Central Dispatch Records	\$40.00	per hour
25		Fire Prevention	Fire Prevention	Building Manager Fire Safety Training	\$40.00	per participant
26		Fire Prevention	Fire Prevention	Business Licence Reinspections	\$150.00	per hour

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.



City of Windsor  
User Fee Schedule

Legal & Legislative Services - Fire & Rescue						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
27		Fire Prevention	Fire Prevention	Fire Investigation Report - Not Attended	\$150.00	per hour
28		Fire Prevention	Fire Prevention	Fire Extinguisher Training	\$375.00	per session
29		Fire Prevention	Fire Prevention	Fire Safety Plan Review	\$150.00	per hour
30		Fire Prevention	Fire Prevention	Firework Pyro Application & Review	\$300.00	per application
31		Fire Prevention	Fire Prevention	General Inspections & Applications	\$150.00	per hour
32	1	Fire Prevention	Fire Prevention	Fire Department Realtor Letter	\$100.00	per letter
33	1	Fire Prevention	Fire Prevention	Fire Department Realtor Letter-Expedited Services (within 48hrs)	\$150.00	per letter
34		Fire Prevention	Fire Prevention	Lockbox Program	\$75.00	each
35		Fire Prevention	Fire Prevention	Re-inspections with Fire Code deficiencies	\$150.00	per hour
36		Fire Prevention	Fire Prevention	Fire Investigation Report - Attended	\$300.00	each
37		Fire Prevention	Fire Prevention	Site Plan Control Review	\$300.00	each
38		Fire Prevention	Fire Prevention	Special Events Application & Review - Major	\$300.00	per application
39		Fire Prevention	Fire Prevention	Special Events Application & Review - Minor	\$175.00	per application
40		Fire Rescue	Fire Rescue	Emergency Assistance for Emergencies beyond normal fire protection. Rate subject to change based on MTO updates.	\$509.89	/hour per piece of apparatus + consumable inventory + 10% admin charge
41		Fire Rescue	Fire Rescue	Failure to Locate Utilities/Gas Lines Strike. Rate subject to change based on MTO updates.	\$509.89	per hour/piece of apparatus
42		Fire Rescue	Fire Rescue	Malicious Fire Alarm Activation	\$1,350.00	per event
43		Fire Rescue	Fire Rescue	Multiple Responses due to unmaintained equipment	\$1,350.00	per event



City of Windsor  
User Fee Schedule

Legal & Legislative Services - Legal						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Legal, Real Estate Services & Risk Management	Legal Services	Amending Subdivision/Condominium	\$889.22	per agreement
2		Legal, Real Estate Services & Risk Management	Legal Services	By-law deleting Part Lot Control from lands with registered plans of subdivision	\$1,077.84	per plan plus \$50.00 per unit
3		Legal, Real Estate Services & Risk Management	Legal Services	Committee of Adjustment - Agreements, Deeds, Easements	\$355.69	per document
4		Legal, Real Estate Services & Risk Management	Legal Services	Connect to Sewer Agreements	\$474.25	per agreement
5		Legal, Real Estate Services & Risk Management	Legal Services	Copies of Documents (each additional page after first page)	\$0.50	per page
6		Legal, Real Estate Services & Risk Management	Legal Services	Copies of Documents (first page of each document)	\$2.00	per page
7		Legal, Real Estate Services & Risk Management	Legal Services	Deeds, Quit Claim Deeds, Easements	\$237.12	per document plus \$50.00 a unit
8		Legal, Real Estate Services & Risk Management	Legal Services	Demolition Agreements	\$355.69	per agreement
9		Legal, Real Estate Services & Risk Management	Legal Services	Discharge of Mortgage	\$269.46	per discharge
10		Legal, Real Estate Services & Risk Management	Legal Services	Encroachment Agreements	\$355.69	per agreement
11		Legal, Real Estate Services & Risk Management	Legal Services	Mortgages (preparation)	\$355.69	per mortgage
12		Legal, Real Estate Services & Risk Management	Legal Services	Release of Agreements, Easements, Deeds	\$237.12	per agreement plus \$50.00 per unit
13		Legal, Real Estate Services & Risk Management	Legal Services	Release of Encroachment Agreement	\$237.12	per agreement

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Legal						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
14		Legal, Real Estate Services & Risk Management	Legal Services	Servicing Agreements	\$619.75	per agreement plus \$50.00 per unit
15		Legal, Real Estate Services & Risk Management	Legal Services	Site Plan Control Agreement	\$889.22	per agreement
16		Legal, Real Estate Services & Risk Management	Legal Services	Condominium Agreements	\$1,778.43	per plan plus \$50.00 per unit
17		Legal, Real Estate Services & Risk Management	Legal Services	Subdivision Agreements	\$2,265.62	per plan plus \$50.00 per unit
18		Provincial Offences	Provincial Offences	Copies of documents - not requiring certification	\$5.00	per document
19		Provincial Offences	Provincial Offences	Copies of documents - requiring certification	\$10.00	per certification
20	2	Provincial Offences	Provincial Offences	minimum charge per transcript ordered	\$50.00	per transcript
21	2	Provincial Offences	Provincial Offences	non-appeal transcripts - first copy, per page	\$5.00	per page
22	2	Provincial Offences	Provincial Offences	non-appeal transcripts -additional copies, per page	\$1.00	per page
23	2	Provincial Offences	Provincial Offences	other appeal transcripts - additional copies, per page	\$0.55	per page
24	2	Provincial Offences	Provincial Offences	other appeal transcripts - first copy, per page	\$3.20	per page
25		Provincial Offences	Provincial Offences	Record of Conviction	\$25.00	per record
26		Provincial Offences	Provincial Offences	Retrieval from storage of Court file	\$50.00	per file
27		Provincial Offences	Provincial Offences	Search Request	\$50.00	per search
28		Provincial Offences	Provincial Offences	Sign Default Certificate	\$25.00	per certificate
29	2	Provincial Offences	Provincial Offences	single copy for purpose of reproduction in appeal to Court of Appeal	\$3.75	per page
30		Provincial Offences	Provincial Offences	Collection Fee for fines/cases that have gone into default	\$35.00	per case
31	2	Provincial Offences	Provincial Offences	<b>Transcripts:</b>		
32		Purchasing	Purchasing	Deposit Fee for Tender/Proposal - Electronic Documents	\$25.00	per deposit
33	1	Purchasing	Purchasing	Deposit Fee for Tender/Proposal over \$5,000,000	\$100.00	per deposit
34	1	Purchasing	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$1,000,000 and \$5,000,000	\$75.00	per deposit

### City of Windsor User Fee Schedule

Legal & Legislative Services - Legal							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
35	1	Purchasing	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$100,000 and \$1,000,000	\$50.00	per deposit	
36	1	Purchasing	Purchasing	Deposit Fee for Tender/Proposal valued b/t \$50,000 and \$100,000	\$25.00	per deposit	
<b>Notes:</b>							
	1	The deposit fee amounts are not policy, but rather guidelines used to charge vendors. As each tender has different requirements					
	2	All transcript orders are subject to prepayment in full based on Court Monitor's estimate					

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
1	2	Policy, Gaming, Licensing	Business Licence Fees	Adult Entertainment Parlours - Owner	\$590.00	initial	
2	2	Policy, Gaming, Licensing	Business Licence Fees	Adult Entertainment Parlours - Owner	\$491.00	per year	
3	2	Policy, Gaming, Licensing	Business Licence Fees	Adult Entertainment Parlours - Operator	\$191.00	per year	
4	2	Policy, Gaming, Licensing	Business Licence Fees	Auctioneer	\$232.00	per occurrence	
5	2	Policy, Gaming, Licensing	Business Licence Fees	Auctioneer	\$191.00	per year	
6	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Car Wash	\$290.00	initial	
7	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Car Wash	\$249.00	per year	
8	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - For each building or place where gasoline and oils are kept for sale	\$232.00	initial	
9	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - For each building or place where gasoline and oils are kept for sale	\$191.00	per year	
10	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Motor Vehicles kept for hire or used for hire	\$232.00	initial	
11	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Motor Vehicles kept for hire or used for hire	\$191.00	per year	
12	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Motor Vehicles Storage/Sales	\$232.00	initial	
13	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Motor Vehicles Storage/Sales	\$191.00	per year	
14	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Repair, Paint or Upholstery	\$290.00	initial	
15	2	Policy, Gaming, Licensing	Business Licence Fees	Auto Service Stations - Repair, Paint or Upholstery	\$249.00	per year	
16	2	Policy, Gaming, Licensing	Business Licence Fees	Bed & Breakfast	\$616.00	initial	
17	2	Policy, Gaming, Licensing	Business Licence Fees	Bed & Breakfast	\$191.00	per year	
18	2	Policy, Gaming, Licensing	Business Licence Fees	Bill Distributor	\$191.00	per year	
19	2	Policy, Gaming, Licensing	Business Licence Fees	Body Modification	\$382.00	initial	
20	2	Policy, Gaming, Licensing	Business Licence Fees	Body Modification	\$191.00	per year	
21	2	Policy, Gaming, Licensing	Business Licence Fees	Body Rub Parlour Owner/Operator	\$503.00	initial	
22	2	Policy, Gaming, Licensing	Business Licence Fees	Body Rub Parlour Owner/Operator	\$191.00	per year	
23		Policy, Gaming, Licensing	Business Licence Fees	Body Rub Parlour Attendant	\$191.00	per year	
24	2	Policy, Gaming, Licensing	Business Licence Fees	Business Licence Plate Replacement	\$60.00	per plate	
25	2	Policy, Gaming, Licensing	Business Licence Fees	Business Licence Replacement	\$25.00	per licence	
26	2	Policy, Gaming, Licensing	Business Licence Fees	Carnival or Circus	\$191.00	per occurrence	

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
27		Policy, Gaming, Licensing	Business Licence Fees	Donation Bin- For Profit Business	\$232.00	initial	
28		Policy, Gaming, Licensing	Business Licence Fees	Donation Bin- For Profit Business	\$191.00	per year	
29		Policy, Gaming, Licensing	Business Licence Fees	Donation Bin- Not-for-Profit Business	\$116.00	initial	
30		Policy, Gaming, Licensing	Business Licence Fees	Donation Bin- Not-for-Profit Business	\$96.00	per year	
31	2	Policy, Gaming, Licensing	Business Licence Fees	Entertainment Lounge	\$590.00	initial	
32	2	Policy, Gaming, Licensing	Business Licence Fees	Entertainment Lounge	\$491.00	per year	
33	2	Policy, Gaming, Licensing	Business Licence Fees	Escorts	\$191.00	per year	
34	2	Policy, Gaming, Licensing	Business Licence Fees	Food Store	\$290.00	initial	
35	2	Policy, Gaming, Licensing	Business Licence Fees	Food Store	\$191.00	per year	
36	2	Policy, Gaming, Licensing	Business Licence Fees	Hawkers and Peddlers (Classes 1 and 2)	\$232.00	initial	
37	2	Policy, Gaming, Licensing	Business Licence Fees	Hawkers and Peddlers (Classes 1 and 2)	\$191.00	per year	
38	2	Policy, Gaming, Licensing	Business Licence Fees	Hawkers and Peddlers (Classes 3, 4 and 5)	\$191.00	per year	
39	2	Policy, Gaming, Licensing	Business Licence Fees	Heating Work - Contractor	\$232.00	initial	
40	2	Policy, Gaming, Licensing	Business Licence Fees	Heating Work - Contractor	\$191.00	per year	
41	2	Policy, Gaming, Licensing	Business Licence Fees	Heating Work - Master	\$191.00	per year	
42	2	Policy, Gaming, Licensing	Business Licence Fees	Holistic Centres	\$232.00	initial	
43	2	Policy, Gaming, Licensing	Business Licence Fees	Holistic Centres	\$191.00	per year	
44	2	Policy, Gaming, Licensing	Business Licence Fees	Holistic Practitioner	\$191.00	per year	
45	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Food	\$440.00	initial	
46	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Food	\$341.00	per year	
47	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Food / Liquor	\$590.00	initial	
48	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Food / Liquor	\$491.00	per year	
49	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Liquor / Food	\$590.00	initial	
50	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Liquor / Food	\$491.00	per year	
51	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Lunch Counter	\$440.00	initial	
52	2	Policy, Gaming, Licensing	Business Licence Fees	Hospitality - Lunch Counter	\$341.00	per year	
53	2	Policy, Gaming, Licensing	Business Licence Fees	Licence Administrative Charge	\$25.00	per licence	
54	2	Policy, Gaming, Licensing	Business Licence Fees	Lodging House	\$616.00	initial	
55	2	Policy, Gaming, Licensing	Business Licence Fees	Lodging House	\$575.00	per year	
56	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Food Vendor Class 1	\$191.00	per year	

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
57	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Food Vendor Class 2	\$191.00	per year	
58	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Food Vendor Class 3	\$191.00	per year	
59		Policy, Gaming, Licensing	Business Licence Fees	Mobile Food Vendor Class 3 (Kitchen)	\$341.00	per year	
60	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Sign Lessor	\$232.00	initial	
61	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Sign Lessor	\$191.00	per year	
62	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Vendor Agreements (all other areas)	\$675.00	per location	
63	2	Policy, Gaming, Licensing	Business Licence Fees	Mobile Vendor Agreements (Downtown Windsor Business Improvement Area)	\$1,000.00	per location	
64	2	Policy, Gaming, Licensing	Business Licence Fees	Old Gold Dealer	\$232.00	initial	
65	2	Policy, Gaming, Licensing	Business Licence Fees	Old Gold Dealer	\$191.00	per year	
66	2	Policy, Gaming, Licensing	Business Licence Fees	Personal Service	\$191.00	per year	
67	2	Policy, Gaming, Licensing	Business Licence Fees	Pet Shops	\$232.00	initial	
68	2	Policy, Gaming, Licensing	Business Licence Fees	Pet Shops	\$191.00	per year	
69	2	Policy, Gaming, Licensing	Business Licence Fees	Plumbing work - Contractor	\$232.00	initial	
70	2	Policy, Gaming, Licensing	Business Licence Fees	Plumbing work - Contractor	\$191.00	per year	
71	2	Policy, Gaming, Licensing	Business Licence Fees	Plumbing work - Master	\$191.00	per year	
72	2	Policy, Gaming, Licensing	Business Licence Fees	Public Hall	\$616.00	initial	
73	2	Policy, Gaming, Licensing	Business Licence Fees	Public Hall	\$575.00	per year	
74	2	Policy, Gaming, Licensing	Business Licence Fees	Public Parking Lot	\$191.00	per year	
75	2	Policy, Gaming, Licensing	Business Licence Fees	Public Parking Lot	\$232.00	initial	
76	2	Policy, Gaming, Licensing	Business Licence Fees	Retail / Resale	\$232.00	initial	
77	2	Policy, Gaming, Licensing	Business Licence Fees	Retail / Resale	\$191.00	per year	
78		Policy, Gaming, Licensing	Business Licence Fees	Residential Rental	\$616.00	initial	
79		Policy, Gaming, Licensing	Business Licence Fees	Residential Rental	\$575.00	per year	
80	2	Policy, Gaming, Licensing	Business Licence Fees	Salvage Yards	\$290.00	initial	
81	2	Policy, Gaming, Licensing	Business Licence Fees	Salvage Yards	\$249.00	per year	
82	2	Policy, Gaming, Licensing	Business Licence Fees	Special Sales	\$191.00	per year	
83	2	Policy, Gaming, Licensing	Business Licence Fees	Standard Letter	\$25.00	per letter	
84	2	Policy, Gaming, Licensing	Business Licence Fees	Tobacconist	\$232.00	initial	
85	2	Policy, Gaming, Licensing	Business Licence Fees	Tobacconist	\$191.00	per year	

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City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
86		Policy, Gaming, Licensing	Bylaw Enforcement	Dirty Yard Administrative Fee	\$215.00	per hour
87		Policy, Gaming, Licensing	Bylaw Enforcement	Dirty Yard Work Order	\$215.00	per request
88		Policy, Gaming, Licensing	Bylaw Enforcement	Reinspection Related to Regulatory Bylaws and City Issued Licenses	\$215.00	per site visit
89		Policy, Gaming, Licensing	Council Services	Zoning By-Law 3072 Text	\$50.00	per copy
90		Policy, Gaming, Licensing	Council Services	Zoning By-Law 85-15	\$50.00	per copy
91		Policy, Gaming, Licensing	Council Services	Zoning By-Law 8600 Text	\$50.00	per copy
92		Policy, Gaming, Licensing	Council Services	Zoning By-Law Subscription Plan	\$100.00	per year
93		Policy, Gaming, Licensing	Dog Licence	1st ,2nd and 3rd Dog - Spayed/Neutered (Purchase prior to Feb 1)	\$17.00	per tag
94		Policy, Gaming, Licensing	Dog Licence	1st Restricted Dog (Purchase Feb - June)	\$112.00	per tag
95		Policy, Gaming, Licensing	Dog Licence	1st Restricted Dog (Purchase July to Dec)	\$139.00	per tag
96		Policy, Gaming, Licensing	Dog Licence	1st Restricted Dog (Purchase prior to Feb 1)	\$102.00	per tag
97		Policy, Gaming, Licensing	Dog Licence	1st, 2nd and 3rd Dog - Spayed/Neutered (Purchase Feb - June)	\$32.00	per tag
98		Policy, Gaming, Licensing	Dog Licence	1st, 2nd and 3rd Dog - Spayed/Neutered (Purchase July to Dec)	\$47.00	per tag
99		Policy, Gaming, Licensing	Dog Licence	1st, 2nd and 3rd Dog - Unaltered (Purchase Feb - June)	\$66.00	per tag
100		Policy, Gaming, Licensing	Dog Licence	1st, 2nd and 3rd Dog - Unaltered (Purchase July to Dec)	\$98.00	per tag
101		Policy, Gaming, Licensing	Dog Licence	1st, 2nd and 3rd Dog- Unaltered (Purchase prior to Feb 1)	\$34.00	per tag
102		Policy, Gaming, Licensing	Dog Licence	2nd Restricted Dog (Purchase Feb - June)	\$139.50	per tag
103		Policy, Gaming, Licensing	Dog Licence	2nd Restricted Dog (Purchase July to Dec)	\$167.00	per tag
104		Policy, Gaming, Licensing	Dog Licence	2nd Restricted Dog (Purchase prior to Feb 1)	\$127.00	per tag
105		Policy, Gaming, Licensing	Lottery Licences	Lottery Licensing- Break Open Tickets and Raffles	3% of prizeboard	per licence
106	3	Policy, Gaming, Licensing	Lottery Licences	Lottery Licensing- Traditional Bingo Hall	\$165.00	per event
107	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Driver License	\$110.00	per year
108	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Photo ID card	\$15.00	per year

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
109	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Plate Holder Licence - Motorized	\$180.00	per year	
110	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Plate Holder Licence - Muscular	\$70.00	per year	
111	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Replacement Photo ID card	\$25.00	per occurrence	
112	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Transfer from Vehicle to Vehicle	\$70.00	per occurrence	
113	1	Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Livery Vehicle	Vehicle Re-inspection	\$60.00	per occurrence	
114		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Broker	\$60.00	per vehicle	
115		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Driver Licence	\$110.00	per year	
116		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Driver's List	\$30.00	per year	
117		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Filing of leases	\$30.00	per occurrence	
118		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Photo ID card	\$15.00	per issuance	
119		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Plate Holder Licence	\$400.00	per year	
120		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Replacement Photo ID card	\$25.00	per occurrence	
121		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Transfer from Plate Holder to Plate Holder	\$400.00	per occurrence	
122		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Transfer from Vehicle to Vehicle	\$70.00	per occurrence	
123		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 1-100 Transportation Network Company Vehicles	\$5,000.00	per year	

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor  
User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
124		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 101-250 Transportation Network Company Vehicles	\$7,500.00	per year	
125		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 251-500 Transportation Network Company Vehicles	\$15,000.00	per year	
126		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 501-750 Transportation Network Company Vehicles	\$20,000.00	per year	
127		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 751-1000 Transportation Network Company Vehicles	\$25,000.00	per year	
128		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Annual Licensing Fee - 1001 plus Transportation Network Company Vehicles	\$30,000.00	per year	
129		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Uber Trip Fees	\$0.11	per trip	
130		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Taxicab	Vehicle Re-inspection	\$60.00	per occurrence	
131		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Towing	Each Driver	\$20.00	per year	
132		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Towing	Each Vehicle	\$52.00	per year	
133		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Towing	Owner	\$105.00	per year	
134		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Towing	Photo ID card	\$15.00	per year	
135		Policy, Gaming, Licensing	Public Vehicle Licensing Fees: Towing	Replacement Photo ID card	\$25.00	per occurrence	
<b>Notes:</b>							
1	By-Law 137-2007 Schedule 2 approved by Council in 2007.						
2	The entire Business Licence Fee Schedule was last approved by Council in 2005. The Fire Inspection Fee increase was approved during the 2015 Operating Budget Process.						
3	E-bingo will yield 3.0% of Net Gaming Win each quarter as per the Standard Agreement between the City of Windsor and the Ontario Lottery and Gaming Corporation.						

### City of Windsor User Fee Schedule

Legal & Legislative Services - Licensing & Enforcement							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
		There is a \$2.00 service fee for any of the above on-line transactions and a \$3.00 service fee for any over-the-counter transactions including fax and mail-in options exclusive of Business, Lottery and Dog Licenses.					
<b>HST Notes:</b>							
1	Unless incidental to exempt supply.						

### City of Windsor User Fee Schedule

Community Services - Communications						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Call Centre	211 Call Centre	E-Blast	\$88.50	per document

## City of Windsor User Fee Schedule

Community Services - Parks						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1	2	Parks	Forestry	Commemorative Tree Program	\$500.00	tree
2	2	Parks	Forestry	Commemorative Tree Program	\$580.00	plaque
3		Parks	Forestry	House Moving Route Clearance	\$60.00	inspection letter
4		Parks	Forestry	Street Trees	\$520.00	tree
5		Parks	Horticulture	Horticultural Logo	\$630.00	logo
6	2	Parks	Horticulture	Large Displays	\$1,500.00	display
7	2	Parks	Horticulture	Medium Displays	\$800.00	display
8	2	Parks	Horticulture	Small Displays	\$265.00	display
9	2	Parks	Horticulture	Small Displays with set up	\$360.00	display
10		Parks	Residential Development or Re-Development	All other row dwellings	\$936.36	dwelling unit
11		Parks	Residential Development or Re-Development	Duplex dwelling units	\$57.22	frontage ft of lot
12		Parks	Residential Development or Re-Development	Multiple dwellings	\$936.36	dwelling unit
13		Parks	Residential Development or Re-Development	Row dwellings fronting public streets	\$57.22	frontage ft of lot
14		Parks	Residential Development or Re-Development	Semi-Detached dwelling units	\$57.22	frontage ft of lot
15		Parks	Residential Development or Re-Development	Single Detached dwelling units	\$57.22	frontage ft of lot
16		Parks	Ojibway Nature Center	JK - Grade 8 Customized Program	\$2.25	per hour per student
17		Parks	Ojibway Nature Center	High School & Post Secondary Program	\$2.46	per hour per student
18		Parks	Ojibway Nature Center	Group Activity Program (less than 14 people)	\$41.00	per hour
19		Parks	Ojibway Nature Center	Group Activity Program (14 people or more)	\$3.08	per hour per person
20	1	Parks	Ojibway Nature Centre	- Advanced - Adults (Physical activity)	\$6.92	hour

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## City of Windsor User Fee Schedule

Community Services - Parks						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
21	1	Parks	Ojibway Nature Centre	- Introductory - Adults (Physical activity)	\$5.13	hour
22		Parks	Ojibway Nature Centre	- Introductory Children	\$4.19	per hour
23		Parks	Ojibway Nature Centre	- Advanced - Children	\$5.81	per hour
24	1	Parks	Ojibway Nature Centre	Audio Visual Equipment	\$30.75	Day
25	1	Parks	Ojibway Nature Centre	After Hours Extra Booking Fee	\$20.50	per hour
26	1	Parks	Ojibway Nature Centre	Entire Centre	\$205.02	hour
27	1	Parks	Ojibway Nature Centre	Natural History Consulting Fee	\$92.26	hour
28	1	Parks	Ojibway Nature Centre	Prairie Room	\$43.05	hour
29	1	Parks	Ojibway Nature Centre	Woodland Room	\$28.70	Hour
30	2	Parks	Operations	City of Windsor lots Weed Cutting (>0.50 acre)	\$471.00	per cut
31	2	Parks	Operations	City of Windsor Lots Weed Cutting per hour	\$138.00	per hour
32		Parks	Operations	Commemorative Wood Bench	\$2,300.00	per bench
33		Parks	Operations	Commemorative Metal Bench	\$3,800.00	per bench
34	1	Parks	Operations	Parks Development Fees	\$57,940.19	acre
35	2	Parks	Operations	Private Lots Weed Cutting per hour	\$0.00	per hour
36		Parks	Operations	Vacant Lots Cleaning	\$100.00	per hour
37		Parks	Operations	Vacant Lots Snow Removal	\$110.00	per hour
				<b>FAIRBAIRN CEMETERY</b>		
				<b>INTERMENT RIGHTS (LOTS)</b>		
				<u>At Need Lots (graves cannot be selected/purchased in advance)</u>		
38		Parks	Operations	Adult/Youth	\$962.00	each
39		Parks	Operations	Child	\$420.00	each
40		Parks	Operations	Cremation	\$372.00	each
41		Parks	Operations	Veteran	\$263.00	each
				<u>Preferred Lots (graves may be selected/purchased in advance)</u>		
42		Parks	Operations	Single	\$1,923.00	each
43		Parks	Operations	Single Grave with Foundation	\$2,296.00	each

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City of Windsor  
User Fee Schedule

Community Services - Parks						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
44		Parks	Operations	Child	\$384.00	each
45		Parks	Operations	2-Graves	\$2,884.00	each
46		Parks	Operations	2-Grave Adult Plot Shared Monument	\$7,224.00	each
47		Parks	Operations	3-Graves	\$4,080.00	each
48		Parks	Operations	4-Graves	\$5,763.00	each
49		Parks	Operations	6-Graves	\$7,629.00	each
50		Parks	Operations	Cremation	\$454.00	each
51		Parks	Operations	2-Grave Cremation	\$2,026.00	each
52		Parks	Operations	Veteran (Single)	\$1,807.00	each
				<b><u>INTERMENT SERVICES (BURIAL)</u></b>		
				<u>Adult</u>		
53		Parks	Operations	Monday-Friday	\$929.00	each
54		Parks	Operations	Saturday/Sunday	\$1,418.00	each
55		Parks	Operations	Statutory Holiday	\$1,654.00	each
				<u>Child</u>		
56		Parks	Operations	Monday-Friday	\$462.00	each
57		Parks	Operations	Saturday/Sunday	\$867.00	each
58		Parks	Operations	Statutory Holiday	\$1,020.00	each
				<u>Infant</u>		
59		Parks	Operations	Monday-Friday	\$347.00	each
60		Parks	Operations	Saturday/Sunday	\$551.00	each
61		Parks	Operations	Statutory Holiday	\$657.00	each
				<u>Cremated Remains</u>		
62		Parks	Operations	Monday-Friday	\$362.00	each
63		Parks	Operations	Saturday/Sunday	\$614.00	each
64		Parks	Operations	Statutory Holiday	\$719.00	each
				<u>Scattering of Cremated Remains</u>		
65		Parks	Operations	Monday-Friday	\$294.00	each

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City of Windsor  
User Fee Schedule

Community Services - Parks						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
66		Parks	Operations	Saturday/Sunday	\$625.00	each
67		Parks	Operations	Statutory Holiday	\$1,392.00	each
68		Parks	Operations	Veteran	\$525.00	each
				<u>Additional Fees</u>		
69		Parks	Operations	Late Arrival Fee (arrival at cemetery after 3/4 pm)	\$204.00	each
70		Parks	Operations	Less Than 24 hours Notice	\$184.00	each
71		Parks	Operations	Winter Burial Fee	\$115.00	each
72		Parks	Operations	Use of Lowering Device	\$142.00	each
73		Parks	Operations	Cement Burial Vault	\$704.00	each
74		Parks	Operations	Extra Deep to Permit Second Burial in Same Grave	\$552.00	each
75		Parks	Operations	Use of Marquee (tent)	\$63.00	each
76		Parks	Operations	Grave Liners-Adult	\$368.00	each
77		Parks	Operations	Grave Liners-Child	\$158.00	each
78		Parks	Operations	Granite Slab Grave Cover-Extra	\$704.00	each
				<u>DISINTERMENT</u>		
				<u>Removal and Re-interment in same Cemetery</u>		
79		Parks	Operations	Adult	\$2,138.00	each
80		Parks	Operations	Child	\$1,801.00	each
81		Parks	Operations	Infant	\$1,801.00	each
82		Parks	Operations	Cremated Remains	\$547.00	each
				<u>Removal and Re-interment in another Cemetery</u>		
83		Parks	Operations	Adult	\$2,222.00	each
84		Parks	Operations	Child	\$2,128.00	each
85		Parks	Operations	Infant	\$1,865.00	each
86		Parks	Operations	Cremated Remains	\$546.00	each
				<u>Additional Fees</u>		
87		Parks	Operations	Additional Charges when vault truck is required (PLUS: Mileage)	\$372.00	each
88		Parks	Operations	Disinterment of extra deep interment	\$320.00	each
89		Parks	Operations	Disinterment with wooden cremation vault	\$56.00	each

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City of Windsor  
User Fee Schedule

Community Services - Parks						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
90		Parks	Operations	Disinterment of a cremation vault	\$56.00	each
91		Parks	Operations	Disinterment of wooden casket without container	\$662.00	each
				<b>MISCELLANEOUS CHARGES</b>		
92		Parks	Operations	Transfer of Certificate-Registration of transfer (when a grave is purchased a Deed is issued in name of the interment rights owner)	\$22.00	each
93		Parks	Operations	Transfer of Certificate-Preparation of transfer	\$75.00	each
94		Parks	Operations	Replacement Certificate of Interment Rights	\$115.00	each
95		Parks	Operations	Genealogical Research	\$11.00	each
96		Parks	Operations	Duplication Certificate	\$27.00	each
97		Parks	Operations	Transfer Fees, Administration and Title Search	\$69.00	each
	<b>Notes:</b>					
	1	These fees include HST.				
	2	Updated based on cost recovery increases to materials and salary rate increases				

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
1		Recreation	Administration	Program Refunds	\$10.00	Each
2				Photocopying Fee (.30 each additional page)	\$2.00	1st Page
3				Contract Amendment Fee	\$5.30	Each
4				Customer Care Centre Recoveries (Including Mackenzie Hall) - External	5% of Sales + \$1.13 per ticket	
5				Customer Care Centre Recoveries - Internal	4% Gross Sales	
6				Administration Fee (NSF cheques, closed accounts, etc.)	\$50.00	Each
7		Recreation	Non-Resident Fees	Aquatics, Community Centres, Mackenzie Hall, Ojibway, Arenas (Excluding School Programs)	\$6.00	Person/Program
8		Recreation	Discounts	Family Registration	10%	
9				Senior Citizens/Persons with Disabilities	10%	
10				Financial Assistance for Persons on Ontario Works (OW) or Ontario Disability Support Program (ODSP)	15% Client Payment  85% Financial Assistance	
11		Community Programming	Aquatics: Admissions <b>Windsor Residents</b>	Water Park - Full Day - 42 Inches Tall and Over	\$20.25	Day
12				Water Park - Full Day - UNDER 42 Inches Tall	\$15.00	Day
13				Water Park - Star Light - 42 Inches Tall & Over	\$14.00	Day
14				Water Park - Star Light - UNDER 42 Inches Tall	\$10.25	Day
15			WIATC/AB	Water Park Children - 2 Years and Under (Not Yet 3 - You Are Free)	Free	2 yrs & Under
16				Group Rate - Full Day (15+)	\$13.25	Day
17				Group Rate - Star Light (15+)	\$10.00	Day
18				Cannon Cove Dry Play Place	\$5.00	Day

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
19				Cannon Cove Dry Play Place with Water Park Admission	\$2.50	Day
20				Family Aquatic Complex - Land Lover Admission - Full Day	\$5.00	Day
21				Family Aquatic Complex - Land Lover Admission - Star Light	\$2.50	Day
22		Community Programming	Aquatics: Admissions <b>General Admission</b>  WIATC/AB	Water Park - Full Day - 42 Inches Tall and Over	\$26.25	Day
23				Water Park - Full Day - UNDER 42 Inches Tall	\$20.25	Day
24				Water Park - Star Light - 42 Inches Tall and Over	\$16.50	Day
25				Water Park - Star Light - UNDER 42 Inches Tall	\$13.00	Day
26				Water Park Children - 2 Years and Under (Not Yet 3 - You Are Free)	Free	2 yrs & Under
27				Cannon Cove Dry Play Place	\$5.00	Day
28				Cannon Cove Dry Play Place with Water Park Admission	\$2.50	Day
29				Family Aquatic Complex - Land Lover Admission - Full Day	\$5.00	Day
30				Family Aquatic Complex - Land Lover Admission - Star Light	\$2.50	Day
31				Community Programming	Aquatics: Memberships	Adult Aquatic and Fitness Memberships - Gino and Liz Marcus, Adie Knox, WFCU and WIATC. Natatorium and outdoor pools offering Fit Lanes or drop in Aqua Fit during summer season.
32			\$197.20			6 Months
33			\$109.75			3 Months
34			\$38.30			1 Month
35			\$6.00			Visit
36		Community Programming	Teen Aquatic Membership OR Fitness Centre Only Memberships: Weight Room Only	Adult Fitness Memberships - Windsor Water World and Gino and Liz Marcus. Includes access to the Fitness Centre during regularly scheduled hours.	\$229.30	Year
37					\$129.75	6 Months
38					\$72.40	3 Months
39					\$25.65	1 Month
40					\$3.00	Visit

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture								
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)			
					Cost	Unit of Measure		
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.								
41		Community Programming	Aquatics Adventure Bay Memberships	Family Aquatic Complex - Water Park - 42 Inches Tall and Over - Annual	\$162.00	Year		
42				Family Aquatic Complex - Water Park - 42 Inches Tall and Over - Academic Year (Sept - End of June)	\$108.70	10 Months		
43				Family Aquatic Complex - Water Park - 42 Inches Tall and Over - Holiday/March Break Season (1 Week March or 2 Weeks Dec/Jan)	\$31.80	1 Week March or 2 Weeks Dec/Jan		
44				Family Aquatic Complex - Water Park - 42 Inches Tall and Over - Summer Season (July 1 - Labour Day)	\$55.40	2 Months		
45				Family Aquatic Complex - Water Park & Cannon Cove - 42 Inches Tall and Over	\$191.80	Year		
46				Family Aquatic Complex - Water Park - UNDER 42 Inches Tall	\$117.25	Year		
47				Family Aquatic Complex - Water Park - UNDER 42 Inches Tall - Academic Year (Sept - End of June)	\$77.60	10 Months		
48				Family Aquatic Complex - Water Park - UNDER 42 Inches Tall - Holiday/March Break Season (1 Week March or 2 Weeks Dec/Jan)	\$21.20	1 Week March or 2 Weeks Dec/Jan		
49				Family Aquatic Complex - Water Park - UNDER 42 Inches Tall - Summer Season (July 1 - Labour Day)	\$42.40	2 Months		
50				Family Aquatic Complex - Water Park & Cannon Cove - Under Height Requirement	\$146.00	Year		
51				Family Aquatic Complex - Dry Play Place (Cannon Cove) - Children Under 12	\$55.40	Year		
52				Community Programming	Aquatics: <b>INDOOR AND OUTDOOR PER PERSON</b> Recreational Swims	Family and Recreational Swims (Indoor Pools): 2 yrs old & Under (with paid Adult)	Free	2 yrs & Under
53						Family and Recreational Swims (Indoor Pools): Child/Youth (3-12)	\$3.00	Child/Youth
54		Family and Recreational Swims (Indoor Pools): Adult (19+)	\$4.00			Adult/Senior		

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
55				Family and Recreational Swims (Indoor Pools): Family	\$12.00	Family
56				Family and Recreational Swims (Indoor Pools): Pre-school Swim 5 & Under With Parent or Caregiver	\$2.25	Per Person (No Matter What Age)
57		Community Programming	Aquatics: Swim Passes Windsor International Aquatic Training Centre, Gino and Liz Marcus, Adie Knox Herman Recreation Complex, WFCU Centre Community Pool and Outdoor Pools  (Does <b>NOT</b> Apply to Watermark)	Swim Pass: Individual Summer Swim Pass - Child	\$53.30	Child
58				Swim Pass: Individual Summer Swim Pass - Adult	\$58.50	Adult
59				Swim Pass: Family Summer Swim Pass	\$170.50	Family
60		Community Programming	Aquatics: Learn To Swim	Learn to Swim: Parent & Tot 1,2,3	\$8.00	30 min. class
61				Learn to Swim: Preschool Levels 1 to 5	\$8.00	30 min. class
62				Learn to Swim: Swimmer 1 & 2	\$8.00	30 min. class
63				Learn to Swim: Swimmer 3, 4, 5, 6	\$8.00	45 min. class
64				Learn to Swim: Rookie, Ranger, Star	\$8.00	45 min. class
65				Learn to Swim: Adult 1 and 2	\$9.00	45 min. class
66				Learn to Swim: Learn to Swim Program (1:4 ratio)	\$11.25	30 min. class
67				Learn to Swim: Learn to Swim Program (1:6 ratio)	\$14.50	45 min. class
68			Aquatics: Leadership Training	Aquatic Leadership Training: Bronze Star	\$66.75	12 hours
69				Aquatic Leadership Training: Bronze Medallion/Emerg First Aid Includes All Exam Time	\$195.00	24 Hours
70				Aquatic Leadership Training: Bronze Cross/Standard First Aid Includes All Exam Time	\$226.00	28 Hours

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
71				Aquatic Leadership Training: LSS Assistant Instructor	\$149.00	18 hours
72				Aquatic Leadership Training: National Lifeguard Pool Option Includes All Exam Time	\$226.00	40 Hours
73				Aquatic Leadership Training: LSS Swim and LS Instructor	\$396.50	40 Hours
74				Aquatic Leadership Training: National Lifeguard Recertification	\$56.50	4 hours
75				Aquatic Leadership Training: Standard First Aid	\$123.25	16 hours
76				Aquatic Leadership: CPRC	\$46.25	6 Hours
77				Aquatic Leadership: Standard First Aid/CPR C Recert	\$66.75	8 Hours
78		Community Programming	Aquatics: PRIVATE	Private Lesson - Swimming	\$29.75	1 person/30 min.
79			Learn to Swim	Semi Private (2+ Participants) - Swimming	\$19.25	Each/30 Min
80			Aquatics: Rentals	50 Metre - Lane Only (Lifeguard Costs Extra)	\$23.25	Hour
81				25 Metre - Lane Only (Lifeguard Costs Extra)	\$11.50	Hour
82				25 Metre - Lane Only - WIATC Middle Tank ONLY (Lifeguard Costs Extra)	\$12.50	Hour
83				Therapy Pool <b>OR</b> Splash Pad Rental - WFCU Centre (Lifeguard Costs Extra)	\$23.50	Hour
84				Lap Pool, Splash Pad and Therapy Pool Rental - WFCU Centre (Lifeguard Costs Extra)	\$117.00	Hour
85				WIATC Natatorium Facility Rental - Space Use ONLY	\$319.75	Hour
86				Water Park - Flow Rider Rental (Includes 2 Lifeguards)	\$255.50	Per Hour
87			Aquatics: Other Fees	Pool Rentals: Extra Lifeguard Fee	\$25.75	Hour
88				Timing System Operator	\$51.75	Hour
89		Community Programming	WIATC Atrium Rental Rates	Entire Lower Lobby (Atrium) - 4 Hours	\$716.25	4 hours
90				Entire Lower Lobby (Atrium) - 8 Hours	\$1,043.25	8 hours

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
91				Entire Lower Lobby (Atrium) - 12 Hours	\$1,391.25	12 Hours
92				West Lobby between Natatorium and WECSHOF	\$66.50	Per Hour
93				West Lobby between Natatorium and WECSHOF - 4 Hours	\$260.75	4 hours
94				West Lobby between Natatorium and WECSHOF - 8 Hours	\$391.25	8 hours
95				West Lobby between Natatorium and WECSHOF - 12 Hours	\$521.75	12 Hours
96				East Lobby (along north windows) OR North Lobby (window	\$89.50	Per Hour
97				East Lobby OR North Lobby - 4 Hours	\$347.75	4 hours
98				East Lobby OR North Lobby - 8 Hours	\$521.75	8 hours
99				East Lobby OR North Lobby - 12 Hours	\$695.50	12 Hours
100				South Lobby A (by fireplace) or South Lobby B (nearest to	\$44.75	Per Hour
101				South Lobby A or South Lobby B - 4 Hours	\$173.75	4 hours
102				South Lobby A or South Lobby B - 8 Hours	\$260.75	8 hours
103				South Lobby A or South Lobby B - 12 Hours	\$347.75	12 Hours
104				Vendor Table in any public space location	\$24.00	Per Hour
105				Booth/display on site overnight	Based on space used	
106		Community Programming	WIATC Meets/Events	Single Ended Mini Meet - No Electronics	\$190.00	Per Hour
107			(Excludes Quantum System/Electronic Board Operator or Lifeguard)	Single Ended Short Course (25m) Meet - 1 Day	\$370.00	Per Hour
108				Single Ended Short Course (25m) Meet - 2 or More Days	\$309.00	Per Hour
109				Single Ended Long Course (25m) Meet - 1 Day	\$463.00	Per Hour
110				Single Ended Long Course (25m) Meet - 2 or More Days	\$386.00	Per Hour
111				Double Ended Short and Long Course - 1 Day	\$535.00	Per Hour

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## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
112				Double Ended Short and Long Course - 2 or More Days	\$386.00	Per Hour
113				Aquatic Event Late Information Submission (<2 wks prior to event start)	\$50.00	Per Day Past Due
114		Community Programming	A La Carte Water Park Rates - Based on 2 Hour Minimum	Lazy River including 4 Lifeguards	\$223.50	Per hour
115				Play Structure and Tot Loch including 9 Lifeguards	\$426.50	Per hour
116				Play Structure, Tot Loch, Wave Pool and Activity Pool including 12 Lifeguards	\$692.50	Per hour
117				Activity Pool including 1 Lifeguard	\$63.75	Per hour
118				Whizzard, Python, Master Blaster, Wave Pool and FlowRider including 13 Lifeguards	\$858.00	Per hour
119				Wave Pool including 4 Lifeguards	\$223.50	Per hour
120		Community Programming	Community Centre: Seasonal Activities & School Programs	Introductory Children (Physical & Non Physical)	\$4.05	Hour
121				Advanced - Children (incl. Workshops) (Physical & Non)	\$6.05	Hour
122				Introductory - Adults (Non physical)	\$5.70	Hour
123				Advanced - Adults (Non physical - incl. Workshops)	\$7.75	Hour
124				Introductory - Adults (Physical Activity)	\$5.45	Hour
125				Advanced - Adults (Physical Activity)	\$7.25	Hour
126				Introductory - Adults (Physical Activity) (Drop in)	\$7.50	Hour
127				Advanced - Adults (Physical Activity) (Drop in)	\$9.55	Hour
128				Private Lessons (Piano, Guitar, Vocal)	\$18.35	Half Hour
129				Weekly Gym Recreation Program Adults-Unsupervised/Unstructured (2 Hours/week) Prime Time	\$3.90	Hour
130				Drop in Sports (Unsupervised, Unstructured, Come and Go as please (Max 2.5 Hours) Youth	\$1.50	Youth
131				Drop in Sports (Supervised, Unstructured, Come and Go as please (Max 2.5 Hours) Youth	\$2.50	Youth

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
132				Drop in Sports (Unsupervised, Unstructured, Come and Go as please (Max 2.5 Hours) Adult	\$4.50 \$5.50	Adult Non-Prime Adult Prime
133		Community Programming	Community Centre:	Weekly Day Camp Fees	\$132.00	Week/50Hr Wk
134			Day Camp	Daily Day Camp Fees	\$33.00	Day
135				Specialty Day Camp Fees	\$171.00	Week/50Hr Wk
136		Community Programming and Sports Services	Community Centres, WFCU & Arena Auditoriums	Kitchen Only	\$28.25	Hour
137				Single Meeting Room - Tournaments	\$228.25	Day/Per Room
138				Single Meeting Room - NON PRIME	\$26.75	Hour/Per Room
139				Single Meeting Room - PRIME	\$43.25	Hour/Per Room
140			Rental Fees Applicable to Community Centres and Arena Auditoriums except for Willistead and Mackenzie Hall	Double Room (formerly AB) - NON PRIME	\$40.50	Hour/Per Room
141				Double Room (formerly AB) - PRIME	\$58.00	Hour/Per Room
142				Triple Room (Formally ABC Room) - NON PRIME (Only WFCU / FGA/CPRC 1/2 Auditorium)	\$56.00	Hour/Rm
143				Triple Room (Formally ABC Room) - PRIME (Only WFCU / FGA/CPRC 1/2 Auditorium)	\$71.75	Hour/Rm
144				Reception Hall (Only WFCU & CPRC) - NON PRIME	\$71.75	Hour/Rm
145				Reception Hall (Only WFCU & CPRC) - PRIME	\$99.25	Hour/Rm
146				Leisure Gym for Sporting Event (WFCU & C.C.) - NON PRIME	\$29.75	Hour/Per Room
147				Leisure Gym for Sporting Event (WFCU & C.C.) - PRIME	\$49.50	Hour/Per Room
148				Leisure Gym for Non-Sporting Events - NON PRIME (WFCU & C.C.)	\$44.00	Hour/Per Room
149				Leisure Gym for Non-Sporting Events - PRIME (WFCU & C.C.)	\$64.00	Hour/Per Room
150				Large Sports Gym for Sporting Event - NON PRIME (WFCU, AMC & CPRC)	\$41.00	Hour/Rm
151				Large Sports Gym for Sporting Event - PRIME (WFCU, AMC & CPRC)	\$58.00	Hour/Rm

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
152				Large Sports Gym for Non-Sporting Events - NON PRIME (WFCU ,AMC & CPRC)	\$47.25	Hour/Rm
153				Large Sports Gym for Non-Sporting Events - PRIME (WFCU, AMC & CPRC)	\$70.25	Hour/Rm
154				Mon-Friday Daytime Only Full Day Max. 8 Hrs Excludes Reception Hall & Triple Room - one room only	\$201.75	Day
155				Mon-Friday Daytime Only Half Day Max. 4 Hrs Excludes Reception Hall & Triple Room - one room only	\$107.00	Half Day
156				Weekend - Daily Alcohol & Non Alcohol - Full Day (Only C.C. & Forest Glade Arena, CPRC 1/2 auditorium)	\$506.00	Day
157				Weekend - Daily Alcohol & Non Alcohol - Half Day (Only C.C., Forest Glade Arena & CPRC 1/2 Auditorium)	\$268.00	Half Day
158				Reception Hall / Leisure Gym - Daily Alcohol & Non Alcohol (Only WFCU)	\$1,056.00	Day
159				Reception Hall - Daily Alcohol & Non Alcohol (WFCU & CPRC)	\$770.00	18 hours
160				Reception Hall - Daily Alcohol & Non Alcohol (WFCU & CPRC)	\$627.00	10 hours
161				Reception Hall - Daily Alcohol & Non Alcohol - (WFCU & CPRC)	\$400.00	4 hours
162				Setup and Take Down Fee ( Arenas only)	\$90.75	1-100 chairs
163				Setup and Take Down Fee (Arenas only)	\$136.50	101-150 chairs
164				Setup and Take Down Fee (Arenas only)	\$181.75	151 or more chairs
165				Partial WFCU main bowl concourse area for fitness	\$31.50	Hour
166				Projector, Sound System; Aquatic Starter Rental; Start Block Removal or Relocation per set	\$53.25	Each

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
167				Electrician	\$46.00	Hour
168				Forklift	\$43.00	Hour
169				Reception Hall Refundable Deposit	\$200.00	Deposit
170		Community Programming	Birthday Parties: Excludes Food and Supplies	1-15 Children (Community Centres only) - Ages 6+	\$159.25	2 Hours
171				16-30 Children (Community Centres only) - Ages 6+	\$268.25	2 Hours
172				1-16 Children (Gymnastic Party)	\$262.75	2 Hours
173				16-24 Children (Gymnastic Party)	\$317.75	2 Hours
174				1-15 Children (Family Birthday Party)	\$206.00	2 Hours
175				16-30 Children (Family Birthday Party)	\$312.00	2 Hours
176				1-15 Children (Nerf Party)	\$185.00	2 Hours
177				16-30 Children (Nerf Party)	\$288.00	2 Hours
178				1-20 Children (Aquatic Party)	\$255.00	2 Hours
179				21-30 Children (Aquatic Party)	\$340.00	2 Hours
180			31-40 Children (Aquatic Party)	\$394.00	2 Hours	
181		Community Programming	Malden: Rentals	Non Alcohol Rental - Hourly	\$66.75	Half Day
182				Non Alcohol Rental - Daily	\$504.00	Day
183				Alcohol Rental - Hourly	\$100.00	Half Day
184				Alcohol Rental - Daily	\$762.75	Day
185				Patio Rental - Malden	\$97.00	Flat Rate
186		Leisure Outreach	Stadia Rental and Light Usage: <b>Games Only</b>	Baseball Stadium: Lit - Adult	\$63.50	Hourly
187				Baseball Stadium: Unlit - Adult	\$40.75	Hourly
188				Baseball Stadium: Lit - Youth	\$60.00	Hourly
189				Baseball Stadium: Unlit - Youth	\$38.25	Hourly
190				Soccer Stadium: Lit - Adult	\$57.25	Hourly
191				Soccer Stadium: Unlit - Adult	\$31.75	Hourly
192				Soccer Stadium: Lit - Youth	\$54.25	Hourly
193				Soccer Stadium: Unlit - Youth	\$30.00	Hourly

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
194				John Ivan: Adult Diamonds 1 & 2	\$38.00	Hourly
195				John Ivan: Youth Diamonds 1 & 2	\$30.25	Hourly
196				John Ivan: Adult Diamonds 3 to 6 (Unlit)	\$31.00	Hourly
197				John Ivan: Youth Diamonds 3 to 6 (Unlit)	\$22.50	Hourly
198		Leisure Outreach	Sports Fields: Other Fees	Cost Recovery (Clean-up/Maintenance)	100%	Cost Recovery
199				Staff Overtime (Groups playing past allocated times)	100%	Cost Recovery
200				Additional Staffing Costs As Required (ex: Park access control)	100%	Cost Recovery
201				Fee for Reconfiguring Diamonds	\$85.00	\$215 Max/Day
202				Unauthorized Use of Recreation Facilities	\$500.00	Infraction per Field
203		Leisure Outreach	Sports Fields: Other Bookings	Open Field Lit - Adult	\$23.75	Hourly
204				Open Field Unlit - Adult	\$14.50	Hourly
205				Open Field Lit - Youth	\$21.00	Hourly
206				Open Field Unlit - Youth	\$13.00	Hourly
207				Cross Country	\$95.25	4 Hr Time Slot
208				Tennis Court Rental - Only Tournaments	\$5.00	Court/Hr
209		Leisure Outreach	Special Events: Parks	Park Rentals: Major Events (Entire Park)	\$567.75	Day
210				Park Rentals: Minor Events	\$131.75	Day
211				Community Permit	\$62.00	Day
212				Commercial Park Permit (Tennis Lessons, Yoga, etc.)	\$180.00	Day
213				Lanspeary (Non Ice) Rental - <b>Minimum 2 Day Rental May - October</b>	\$586.00	Day/Minimum 2 Day Rental
214				Charles Clark Square (Non Ice), Civic Terrace	\$586.00	Day
215				Weddings & Ceremonies	\$128.75	Day
216		Special Events: Riverfront Festival Plaza	For Festival Plaza Rental Events (Prime - June - October) <b>Minimum 2 Day Rental</b>	\$1,956.00	Day/ Minimum 2 Day Rental Weekly Max \$8,975	

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.							
217				For Festival Plaza Rental Events (Non Prime - January - May & November - December) <b>No Minimum</b>	\$1,956.00	Day/Weekly Max \$8,870	
218				Festival Plaza - Added Fee - Riverfront Access	\$231.50	Event	
219				Other Fees	TBD	Use	
220			Special Events: Vessel Docking (Dieppe Gardens)	Non Private Charter	\$180.25	24 Hrs	
221				Private Charter	\$1,274.25	24 Hrs	
222				Water Service	\$376.00	Flat Rate	
223		Leisure Outreach	Special Events: Permits	Picnic Permits	\$74.00	Day	
224					Picnic Permits With Shelter - 100 Capacity	\$93.00	Day
225					Picnic Permits With Shelter - Over 100 Capacity	\$173.25	Day
226					Farmers Market - Seasonal Rates - With Amenities	\$2,317.00	Seasonally
227					Farmers Market - Seasonal Rates - Without Amenities	\$231.50	Seasonally
228		Leisure Outreach	Special Events: Equipment Rentals	Bleachers + Transportation Costs - Limited Use	\$163.50	Unit Plus Transportation Costs	
229					Barricades	\$10.50	Per/Day
230					Garbage Cans	\$10.50	Per/Day
231					Power Cart < 10 Vendors	\$100.75	Per/Day
232					Power Cart > 10 Vendors	\$165.00	Per/Day
233					Fold & Go Bleachers	\$747.75	1st Day
234					Fold & Go Bleachers	\$302.50	After 1st day
235					Community Event Banner Poles (Ouellette Ave.): \$50 for removal, reinstallation	\$377.00	2-3 WK
236					Community Event Banner Poles (Ouellette Ave.): \$50 for removal, reinstallation	\$196.00	1 Week

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture							
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					Cost	Unit of Measure	
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.							
237		Leisure Outreach	Special Events: Showmobile	Showmobile: Use within City Limits: Includes Labour and Transportation	\$938.00	Day or part thereof	
238				Showmobile: Use outside of City Limits: Includes Labour and Transportation	\$1,250.00	Day or part thereof	
239				Showmobile: Use outside of County Limits:	TBD	Day or part thereof	
240			Mobile Stage	Use within City Limits includes Labour and Transportation	\$671.75	Day or part thereof	
241				Use outside of City Limits includes Labour and Transportation	\$893.00	Day or part thereof	
242				Use outside of City Limits (Non Charitable Groups): Plus Transportation and labour, costs to be recovered	TBD	Day or part thereof	
243				Special Events: Administrative Fees	Noise By-Law Waiver	\$106.50	Each
244			Temporarily Road Closure (Special Events) (Minor)		\$106.50	Each	
245			Temporarily Road Closure (Special Events) (Major)		\$159.75	Each	
246			Letter Of Non-Objection		\$80.00	Each	
247			Special Event Revisions After Approvals		\$160.00	Event	
248				Riverfront Festival Plaza Deposit Fee	\$1,035.00	Event	
249			Sports Services	Arena Rate Schedule: Ice Rates, Minor Hockey & Figure Skating Arena Rentals	Prime Ice Rates (All Hrs Except Non-Prime)	\$210.00	Hour
250					Non Prime Ice Rates: Weekday Hours between 8am - 3pm	\$192.50	Hour
251		Youth Prime Ice Rate			\$192.50	Hour	
252		Seniors & Schools Rate (Weekday hours between 8 am - 3pm)			\$104.50	Hour	
253		Sports Services	Rinks: Miscellaneous Fees	Youth - Arena Floor Rental (Non-Ice)	\$81.50	Hour	
254				Adult - Arena Floor Rental (Non-Ice)	\$102.50	Hour	
255				Youth - Arena Floor Rental (Non-Ice)	\$831.25	Day	
256				Adult - Arena Floor Rental (Non-Ice)	\$1,022.75	Day	
257				Nets (for rentals - more than two)	\$5.50	Net	
258				Vendor Lobby Room space with table	\$24.00	Hour	

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
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					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
259				Vendor Lobby Room space with table (Non-Profit)	\$11.25	Hour
260				Public Skating Sponsorship Fee	\$296.00	2 Hours
261				WFCU Staging Pieces	\$56.50	Price Per 4'x8'
262				WFCU Parking Lot Fee	\$68.00	Day
263				Overnight Dressing Room	\$77.50	Night
264				Dedicated Storage Space	\$2.60	Per Sq. Ft.
265				Dedicated Office Space	\$5.70	Per Sq. Ft.
266				Dedicated Dressing Room Space	\$8.80	Per Sq. Ft.
267		Sports Services	Rinks: Public Ice Skating Admission	Public Skating Admission: Indoor Arenas: 18 and Under & Seniors (60+)	\$3.25	Person
268				Public Skating Admission: Indoor Arenas Adults - 19 & Over	\$3.50	Person
269				Public Skating Admission: Indoor Arenas: Family	\$11.75	Family
270				Figure Skate/Hockey Skills Per Person	\$12.00	Person
271		Sports Services	Outdoor Rinks: Skating Rink Rentals	Rentals - Lanspeary Outdoor Rink: Ice Rentals- Youth, Senior, Minor Associations, Family Skates, Sponsorship Public Skates	\$115.50	Hour
272				Rentals - Lanspeary Outdoor Rink: Ice Rentals - Adult or For	\$126.00	Hour
273				School Rates (weekdays between 8 am - 3 pm)	\$60.75	Hour
274				Rentals - Lanspeary Outdoor Rink: Summer Floor Rental	\$62.25	Hour
275		Sports Services	Lakeview Park Marina: Seasonal Mooring Wells (May 1 to Oct 31)	Seasonal Mooring May 1 to Oct 31: - Hydro/Water (Greater of Slip or Boat Size)	\$64.00	Per Foot
276				Seasonal Mooring May 1 to Oct 31 Commercial: - Hydro/Water (Greater of Slip or Boat Size)	\$81.50	Per Foot
277			Lakeview Park Marina:	Seasonal Mooring - Transient Mooring (Daily)	\$2.00	Per Foot



## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
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					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
278			Other Fees	Seasonal Mooring - Transient Mooring (Monthly)	25% of Seasonal Rate	Month
279				Pavilion at Lakeview Park Marina (conditions apply)	\$92.00	Booking
280				Mid-Week 3 Day Special (Sunday to Thursday): Excludes Holidays	\$121.50	3 Nights
281				Peche Island Tours	\$7.75	Person
282				Peche Island Tours - 2 Years and Under (Not Yet 3 - You Are Free)	Free	2 yrs & Under
283				Jet Ski/ Dinghy Fee	\$230.00	Season
284				Jet Ski Dock Unit	\$500.00	Unit/Season
285				Park n' Float (seasonal for trailer)	\$57.25	Season
286				Additional Parking Pass (1st 2 are free)	\$11.50	Day
287				Overnight Trailer and Vehicle Parking	\$11.50	Night
288				Weekend Trailer and Vehicle Parking (2 night max)	\$20.25	Weekend
289				Subsequent Slip	50% of Seasonal Rate	Season
290				Service Fees: Subleasing and/or air conditioning	\$171.00	Each/Season
291				Boat Launching Ramps: Daily	\$15.00	Daily
292				Boat Launching Ramps: Seasonal	\$187.25	Seasonal
293				Boat Launching Ramps: Seniors (60 yrs & up) - Seasonal	\$130.75	Seasonal
294				Boat Launching Ramps: Commercial	\$503.50	Seasonal
295				Boat Launching Ramps: Sanitary Pumpout	\$15.00	Each
296				Kayak Racks - 1 Rack	\$85.00	Per Kayak/Season

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
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					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
297				Kayak Racks - 2 Racks	\$150.00	Per 2 Kayaks/Season
298		Community and Heritage Facilities	Mackenzie Hall Rentals (without admission)	Court Auditoriums: Arts\Culture Use	\$70.25	Hour
299				Macdonald Room/Court Annex/Main Gallery: Arts\Culture Use	\$37.00	Hour
300				Court Auditoriums: General Use (Non-Prime Time days and evenings)	\$96.50	Hour
301				Court Auditoriums: General Use - Prime	\$104.50	Hour
302				Macdonald Room/Court Annex/Main Gallery: Arts\Culture uses	\$34.25	Hour
303				Macdonald Room/Court Annex/Main Gallery: General Use -	\$43.00	Hour
304				Mackenzie Hall Rentals (With admission)	Court Auditoriums: Arts\Culture Use	\$85.25
305			Macdonald Room/Court Annex/Main Gallery: Arts\Culture Use		\$39.75	Hour
306			Court Auditoriums: All other uses (Non-Prime Time days and evenings)		\$108.50	Hour
307			Court Auditoriums: All other uses		\$125.25	Hour
308			Macdonald Room/Court Annex/Main Gallery: All other uses (Non-Prime Time days and evenings)		\$43.00	Hour
309			Macdonald Room/Court Annex/Main Gallery: All other uses		\$53.50	Hour
310			Ontario Tribunals		\$180.00	Hour
311			Mackenzie Hall Misc	Group Tours: Adults (19+)	\$4.25	Adults
312		Group Tours: Seniors (60+)		\$3.75	Seniors	
313		Group Tours: Children (18 & below)		\$2.75	Children	
314		Group Tours: School/Student/Community Group		\$2.75	School/Student	
315		Special Tour		\$80.00	Hour	
316		Mackenzie Hall Park: Gazebo for Weddings		\$226.00	Event	
317		Service Fees: Technician Fee		\$60.25	Hour	

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture								
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)			
					Cost	Unit of Measure		
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.								
318				Extra Staffing Fee	\$24.25	Hour		
319				Screen, TV, VCR, DVD	\$10.50	Each		
320				Microphone, Microphone Stand, CD Player, Coffee/Tea Urn	\$5.20	Each		
321				Mixer, Stage Set-Up	\$21.25	Each		
322				Speakers (Pair), Amplifier	\$26.50	Each		
323				Art Exhibitions	\$35.50	Day		
324				Photo Session	\$119.50	Hour		
325				Security Deposit	\$206.00	Event		
326		Community and Heritage Facilities	Mackenzie Hall Linen	Napkins - White	\$0.25	Each		
327				72"x72" (Round and 5') - White	\$2.00	Each		
328				90"x90" (Skirt Long Tables) - White	\$3.50	Each		
329				54"x120" (8' Banquet Tables) - White	\$3.50	Each		
330				Napkins - Colour	\$0.50	Each		
331				72"x72" (Round and 5') - Colour	\$2.25	Each		
332				90"x90" (Skirt Long Tables) - Colour	\$4.50	Each		
333				54"x120" (8' Banquet Tables) - Colour	\$4.00	Each		
334				Community and Heritage Facilities	Willistead	Morning/Billiard/Library; Reception w/ dance only (54ppl) - Prime	\$922.25	Event
335						Morning/Billiard/Library; Reception w/ dance only (54ppl) - Non Prime	\$574.00	Event
336		Morning/Billiard/Library Room; Inside Ceremony (80 ppl); Reception (54 ppl) - Prime	\$1,473.00			Event		
337		Morning/Billiard/Library Room; Inside Ceremony (80 ppl); Reception (54 ppl) - Non-Prime	\$917.00			Event		
338		Morning/Billiard/Library; Outside Ceremony (100 ppl); Reception (54 ppl) - Prime	\$1,849.00			Event		

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture						
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					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
339				Morning/Billiard/Library; Outside Ceremony (100 ppl); Reception (54 ppl) - Non-Prime	\$1,377.00	Event
340				Morning/Billiard/Library 4 Hours Rental - Prime	\$913.00	4 Hours
341				Morning/Billiard/Library 4 Hours Rental - Non-Prime Monday - Thursday	\$401.00	4 Hours
342				Morning/Billiard/Library + Dining Room 4 Hours Rental - Non-Prime Mon-Thursday - Meetings/Performances (Arts/Culture)	\$443.00	4 Hours
343				Dining Room Ceremony (52 ppl); reception/Dinner (32 ppl) -	\$413.00	Event
344				Dining Room Ceremony (52 ppl); reception/Dinner (32 ppl) - Non-Prime	\$228.00	Event
345				North/East Gallery Reception w/ dance only (100 -120 ppl) -	\$1,315.00	Event
346				North/East Gallery Reception w/ dance only (100 -120 ppl) - Non-Prime	\$1,032.00	Event
347				North/East Gallery Ceremony Inside (52 - 80 ppl); Reception (100 - 120 ppl) - Prime	\$2,012.00	Event
348				North/East Gallery Ceremony Inside (52 - 80 ppl); Reception (100 - 120 ppl) - Non-Prime	\$1,376.00	Event
349				North/East Gallery Ceremony Outside (100 ppl); Reception (100 - 120 ppl) - Prime	\$2,215.00	Event
350				North/East Gallery Ceremony Outside (100 ppl); Reception (100 - 120 ppl) - Non-Prime	\$1,605.00	Event
351				North/East 4 Hour Rental - Prime	\$1,302.00	4 Hours
352				North/East 4 Hour Rental - (Arts/Culture/Heritage) Non-Prime Monday - Thursday	\$445.00	4 Hours
353				Great Hall Photos and/or Ceremony Inside	\$235.00	Event
354				Paul Martin Garden Photos (no manor access)	\$153.00	Event

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## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
355				Bridal Room (Walker bedroom, subject to availability)	\$149.00	Event
356				Coach House Meeting Room	\$304.00	Event
357				Coach House Meeting Room (Arts/Culture/Heritage)	\$166.00	Event
358				Dining Room Ceremony Inside - Prime	\$787.00	Event
359				Dining Room Ceremony Inside - Non-Prime (Monday-Thursday)	\$573.00	Event
360				Outside Ceremony only; Paul Martin Gardens (100 ppl) - Prime	\$991.00	Event
361				Outside Ceremony only; Paul Martin Gardens (100 ppl) - Non-	\$802.00	Event
362				Drawing Room - Small Ceremony (20 ppl) - Prime	\$418.00	Event
363				Drawing Room - Small Ceremony (20 ppl) - Non-Prime	\$304.00	Event
364				Willistead Manor Full Manor - 120 seated/225 cocktail - Prime	\$4,276.00	Event
365				Willistead Manor Full Manor - 120 seated/225 cocktail - Non-	\$2,294.00	Event
366				Space Discount	Negotiable	Event
367				Public Tours-Adults	\$6.25	Event
368				Public Tours-Children	\$2.75	Event
369				Public Tours-Seniors	\$5.25	Event
370				Scheduled Tours	\$5.25	Event
371				Baby Grand Piano	\$112.50	Each
372			Duff Baby	Tour of Duff Baby	\$67.50	Tour
373			Art Cart Tour	Regularly Scheduled Art Cart Tours	FREE	
374				Booked Art Cart Tour (non-public hours) 1 Hour	\$67.50	Flat Rate
375				Booked Art Cart Tour (non-public hours) 1.5 Hour	\$101.00	Flat Rate
376			Windsor Community Museum	Book wrapping - 1 book	\$8.50	Each
377				Book wrapping - 3 books or more	\$5.70	Each
378				Encapsulation - 1 item	\$11.40	Each
379				Encapsulation - 2 or more items	\$8.55	Each
380				Encapsulation - items larger than 4'x4'	\$22.55	Each

## City of Windsor User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
381				Photocopying (per page legal and letter)	\$0.25	Each
382				Photocopying (per Ledger page 11 x 17)	\$0.50	Each
383				Research (first 15 minutes)	FREE	
384				Research (each additional 15 minutes)	\$17.00	Flat Rate
385				Map Service Fees (1-5 sheets)	\$22.50	Flat Rate
386				Map Service Fees (6-10 sheets)	\$28.00	Flat Rate
387				Map Service Fees (11-15 sheets)	\$34.00	Flat Rate
388				Map Service Fees (16-20 sheets)	\$40.25	Flat Rate
389				Scanning/Printing of Images	\$8.00	Image
390				Microfiche/Film Reproduction (8 1/2 x 11 output)	\$2.25	Page
391				Microfiche/Film Reproduction emailed or mailing of CD	\$2.25	Page
392				Outreach Lecture (Performed by Willistead, Sculpture Park or Museum Windsor)	\$50.00	Each
393				Specialty Walking Tour	\$5.50	Person
394				School/Group Programs	\$5.50	Student
395				After hours Booking Fee	\$67.50	Flat Rate
396		Community and Heritage Facilities	Chimczuk Museum Admission/Program and Membership Fees	Adults	\$5.50	Per Person
397				Students 3 - 24 age with student card	\$4.50	Per person
398				Seniors	\$4.50	Per person
399				Adult/Senior - Joint Admission - Chimczuk Museum & Art Gallery of Windsor (\$8 AGW + \$5 Chimczuk Museum)	\$13.25	Per person
400				Youth - Joint Admission - Chimczuk Museum & Art Gallery of Windsor (Age 6-17) (\$4 AGW + \$3.50 Chimczuk Museum)	\$7.75	Per person
401				Family - using existing Family definition in fee schedule	\$17.00	Family

City of Windsor  
User Fee Schedule

Community Services - Recreation & Culture						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.						
402				School Children with pre-booked visit	\$3.40	Per person
403				School Children with pre-booked program min. 15 students required per booking	\$5.50	Per person
404				School Children pre-booked double program min. 15 students required per booking	\$8.50	Per person
405				Adult pre-booked group min 15 adults required per booking	\$4.70	Per person
406				Adult pre-booked group program min 15 adults required per	\$6.75	Per person
407				Family membership to include a companion pass that can be used with visiting grandparent/cousin/friend	\$56.40	Per person
408				Individual membership	\$17.10	Per person
409				Museum Members & Museum Volunteer Group - Gift Shop Purchase Discount	10%	Discount
410				Museum Members & Museum Volunteer Group - Supplementary Program Fee Discount	10%	Discount
<b>HST Notes:</b>						
	1	of events and is provided primarily to children under 15.				
	2	of events and is provided primarily to children under 15.				
	3	ponsorship is by way of advertising in the media.				

City of Windsor  
User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
<b>Note: All Development and Geomatics products include a 7% GIS Surcharge Fee</b>						
1		Development	Development	Annual Encroachment Inspection Fee	\$66.00	per inspection
2		Development	Development	Annual Encroachment Permit Fee - Commercial	\$12.00	per sq. ft.
3		Development	Development	Annual Encroachment Permit Fee - Downtown	\$25.00	per sq. ft.
4		Development	Development	Annual Encroachment Permit Fee - Industrial	\$2.30	per sq. ft.
5		Development	Development	Annual Encroachment Permit Fee - Institutional	\$5.00	per sq. ft.
6		Development	Development	Annual Encroachment Permit Fee - Parking	\$350.00	per space
7		Development	Development	Annual Encroachment Permit Fee - Residential	\$10.00	per sq. ft.
8	1	Development	Development	Annual Moving/Oversized Load Permit	\$2,460.75	Vehicle/Year
9	2	Development	Development	City Share of Private Drain Connection Replacement Cost Rebate (Max) (CR189-2014)	\$2,000.00	Per replacement
10	2	Development	Development	City Share of Private Drain Connection Replacement Cost rebate at 50% of the cost of replacement subject to meeting eligibility criteria (CR189/2014)	50.00%	Per replacement
11	6	Development	Development	City Share of Private Drain Connection Replacement Cost Rebate in established Downspout Disconnection Areas subject to meeting eligibility criteria	\$4,000.00	Per replacement
12		Development	Development	Encroachment Application Fee (includes G.I.S. fee)	\$229.25	per application
13		Development	Development	Encroachment Surcharge (Refundable Indemnity deposit)	\$102.00	per application
14		Development	Development	Engineering/Development Review Fee	4%	Total Construction Cost
15		Development	Development	Environmental Compliance Approval Review Process Non-refundable Administration Fees	\$1,019.00	per application & Re-application ** for 1-50 lots/Units



City of Windsor  
User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
16		Development	Development	Environmental Compliance Approval Review Process Non-refundable Administration Fees	\$1,630.50	per application & Re-application ** for 51-100 lots/Units
17		Development	Development	Environmental Compliance Approval Review Process Non-refundable Administration Fees	\$2,853.25	per application & Re-application ** for 101-200 lots/Units
18		Development	Development	Environmental Compliance Approval Review Process Non-refundable Administration Fees	\$3,668.50	per application & Re-application ** for greater than 200 Lots/Units
19		Development	Development	Environmental Protection Act, s. 179.1, Administrative Processing Fee	\$200.00	per application
20		Development	Development	Environmental Site Audit Letter	\$68.25	Per Letter
21		Development	Development	Hard Surface Restoration - Administration Fee	\$205.00	Per Project
22		Development	Development	Hard Surface Restoration - Asphalt (over 4 inches)	\$1,090.00	Per 10x12 Ft pit
23		Development	Development	Hard Surface Restoration - Asphalt (up to 4 inches)	\$1,151.00	Per 10x12 Ft pit
24		Development	Development	Hard Surface Restoration - Asphalt on Concrete	\$2,788.00	Per 10x12 Ft pit
25		Development	Development	Hard Surface Restoration - Concrete (up to 6 inches)	\$1,305.00	Per 10x12 Ft pit
26		Development	Development	Hoarding Monthly Inspection Fee	\$60.00	Per Inspection

## City of Windsor User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
27		Development	Development	Hoarding on Right-of-way (minimum \$65) - Untravelled area - Travelled area	\$0.75	Per Linear Ft. Per Square Ft.
28		Development	Development	Lawyer's Letter-Any written request to a lawyer's request such as site plan, subdivision, consent to amend, encroachments, release of rights, etc.	\$121.25	Per Letter
29		Development	Development	Minimum One-Time Fee Residential Type Encroachments	\$102.00	per encroachment
30	1	Development	Development	Moving/Oversized Load Permit (minimum) up to first 10 moves	\$259.50	Per Move for First ten (10) moves
31	1	Development	Development	Moving/Oversized Load Project Permit: First ten (10) moves  11th and subsequent move	\$259.50  \$122.25	For First Ten (10) moves  Per 11th & subsequent move
32		Development	Development	Off-Site Improvements - Sidewalk Contribution	\$115.00	per linear meter
33		Development	Development	Off-Site Improvements - Curb and Gutter Contribution	\$60.00	per linear metre
34		Development	Development	Off-Site Improvements - Gravel Alley Contribution	\$100.00	per linear metre
35		Development	Development	Off-Site Improvements - Asphalt Alley Contribution	\$250.00	per linear metre
36		Development	Development	Outdoor Café located on Public Right of Way	\$3.00	per sq. ft.
37		Development	Development	Right-of-way Permit for: -Sewer work, driveways, utility work, water service, other (day closure, signs, structure or object on ROW, temporary construction access, etc.)	\$224.00	Per Permit

City of Windsor  
User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
38		Development	Development	Schedule 6 MOE Schedule of Fees for Environmental Compliance Approval Review of storm and sanitary pump stations, force mains, and sanitary sewage detention chambers or oversized sewers, including the expansion of an existing facility that involves an increase in the related capacity of the facility.	\$1,800.00	per review item
39		Development	Development	Schedule 6 MOE Schedule of Fees for Environmental Compliance Approval Review of storm and sanitary sewers and appurtenances, including expansion of existing sewers	\$900.00	per sewer
40		Development	Development	Schedule 6 MOE Schedule of Fees for Environmental Compliance Approval Review of a facility for attenuating stormwater runoff peak flow rate or volume or for managing stormwater runoff quality, such as detention or retention pools, underground chambers, oversized sewers, rooftop storage, parking lot storage, oil, grit and silt separators, flow control outlet structures, infiltration wells, perforated sewers, and trenches or outfalls, including the expansion of an existing facility that involves an increase in the rated capacity of the facility	\$2,000.00	per application
41		Development	Development	Sewer Information Sheet	\$26.55	Per Sheet
42		Development	Development	Sewer Permit Letter/Public Right-of-Way	\$98.75	Per Letter
43		Development	Development	Sewer Work - Tap Inspection Fee	\$209.00	Per Inspection
44		Development	Development	Sidewalk Café Application Fee	\$0.00	per application
45		Development	Development	Sidewalk Café Permit	\$224.00	Per Permit
46		Development	Development	Traffic Control Plan Review Fee	\$25.00	Per review

## City of Windsor User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
47		Development	Development	Utility Review Fee	\$69.15	per review
48		Engineering	Engineering	Local Improvement Flat Rate – Sanitary Sewer	\$210.00	Per linear metre property frontage
49		Engineering	Engineering	Local Improvement Flat Rate –Storm Sewer	\$200.00	Per linear metre property frontage
50		Geomatics	Geomatics	1:15,000 Street Map - Double Line Map - 36" x 56" Plot	\$14.50	Per plot
51		Geomatics	Geomatics	1:15,000 Street Map - Double Line Map - 36" x 56" Plot FULL COLOUR	\$24.25	Per plot
52		Geomatics	Geomatics	1:20,000 Street Map - Double Line Map - 28" x 42" Plot	\$11.25	Per plot
53		Geomatics	Geomatics	1:30,000 Street Map - Single Line Map - 20" x 28" Plot	\$8.25	Per plot
54		Geomatics	Geomatics	11" x 17" Street Map - Single Line Map - Print	\$5.75	Per print
55		Geomatics	Geomatics	Aerial Contact Photo - 9" x 9" laser print - multiples of same photo	\$3.75	Per copy
56		Geomatics	Geomatics	Aerial Contact Print - 9" x 9" laser photo scanned to PDF (600-1200 DPI), copied to CD - includes research, validation and printing or file transfer	\$28.25	Per Photo
57		Geomatics	Geomatics	Aerial Contact Print - 9" x 9" laser print from scanned product - includes research, validation and printing	\$9.25	Per Photo
58		Geomatics	Geomatics	Autocad Street Map - Digital Autocad File on CD	\$267.50	per CD
59		Geomatics	Geomatics	Benchmark Book - Bound Book Format & Map	\$16.00	Per file
60		Geomatics	Geomatics	Contract Specifications Book 2 binder/hard copy	\$128.50	Per file
61		Geomatics	Geomatics	Contract Specifications Book 2 Drawings only	\$42.75	Per file
62		Geomatics	Geomatics	Custom Map - 24"x36" and larger - Photo as base with parcels, street names, addresses, pavement	\$102.00	minimum plus per hour rate
63		Geomatics	Geomatics	Custom Service - Per hour rate	\$51.00	Per hour

City of Windsor  
User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
64	3	Geomatics	Geomatics	Digital Address Map Book on CD	\$27.00	Per CD
65		Geomatics	Geomatics	Digital Aerial, geo-referenced, exported to low resolution, custom request - Cut from MrSid - lower resolution - size negotiable, as requested	\$51.00	minimum plus per hour rate
66		Geomatics	Geomatics	Digital Building Outlines with heights, 1000m x 1000m Tile - DWG Format, Rooftops	\$53.50	Per file
67		Geomatics	Geomatics	Digital Building Outlines with heights, Entire City - DWG Format - copied to CD - Rooftops	\$1,070.00	Per file
68		Geomatics	Geomatics	Digital Ortho Low Level 10cm - MrSid format on DVD (includes free Viewer) - Entire City	\$5,350.00	Per file
69		Geomatics	Geomatics	Digital Ortho Low Level 10cm resolution - Geotif Format, 1000m x 1000m tile	\$114.75	Per tile
70		Geomatics	Geomatics	EIS Image - CD or email, image in Word format, as many features and layers as requested	\$27.00	
71		Geomatics	Geomatics	EIS Image Capture - 11" x 17" - - Photo, Parcel Outline. Addresses, Street Names - Screen Print on paper	\$14.50	Per print
72		Geomatics	Geomatics	EIS Image Capture 8 1/2" x 11" - Photo, Parcel Outline. Addresses, Street Names - Screen Print on paper	\$11.25	Per print
73		Geomatics	Geomatics	LIDAR - LAS or XYZ Format, Entire City, obtained in 2017	\$10,045.00	Per file
74		Geomatics	Geomatics	LIDAR - 1000m x 1000m - LAS or XYZ Format, obtained in 2017	\$215.00	Per tile
75		Geomatics	Geomatics	Misc. City Maps - 1:15,000 9 Wards, Elections, Garbage/Recycling and other maps. Updated regularly	\$17.00	Per map
76		Geomatics	Geomatics	OCE - Special Printing 24" x 36"	\$3.50	Per file
77		Geomatics	Geomatics	Postal Codes - 6 Digit - Points - Entire City - DWG or Shapfile Format - georeferenced	\$2,140.00	Per file

City of Windsor  
User Fee Schedule

Infrastructure Services - Engineering						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
78		Geomatics	Geomatics	Sewer Atlas - Autocad File, All Layers from Atlas File (Per km2)	\$107.00	Per file
79		Geomatics	Geomatics	Sewer Atlas Map Book - Colour, 24" x 36" plot	\$5.75	Per plot
80		Geomatics	Geomatics	Sewer Atlas Map Book, FAX - Desired area of Atlas captured for fax size	\$5.75	Per print
81		Geomatics	Geomatics	Street Index Book - Alphabetical Street Name Index Book - 8 1/2"x11"	\$5.75	Per book
82		Geomatics	Geomatics	Topo Large Scale - Entire City, Autocad Format, all Layers from Recent Photo Year	\$2,140.00	Per file
83		Geomatics	Geomatics	Topo Large Scale Mapping - Autocad Format, 1000m x 1000m Tile	\$32.00	Per tile
84		Geomatics	Geomatics	Topo Map Digital NAD83 - Autocad Format, 500m x 500m Tile	Market Price	Per tile
85	5	Little River Pollution Control	Over Strength Sewage Treatment	- Overstrength Surcharge - Carriere Foods & Little River Pollution Control Plant	based on 2021 actuals	per kg.
86	5	Little River Pollution Control	Sewage Treatment	- Sewage Treatment - Town of Tecumseh	based on 2021 actuals	per m3
87	5	Lou Romano Water Recl Plant	Over Strength Sewage Treatment	- Overstrength Surcharge – Lou Romano Water Reclamation Plant	based on 2021 actuals	per kg.
88	5	Lou Romano Water Recl Plant	Sewage Treatment	- Sewage Treatment - Town of LaSalle	based on 2021 actuals	per m3
89	5	Lou Romano Water Recl Plant	Sewage Treatment	All Septic Tank and Holding Tank Waste Disposal - LRWRP	based on 2021 actuals	per gallon
90		Lou Romano Water Recl Plant	Lou Romano Water Recl Plant	Environmental Inspection Fee	\$58.65	per inspection
				* Working without a permit will be subject to a penalty of 2 times the normal permit fee.		
				<b>NOTE: All Development and Geomatics products include a 7% GIS Surcharge Fee</b>		



City of Windsor  
User Fee Schedule

Infrastructure Services - Facilities						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Facilities	Facility Operations	Caretaking Fees (external clients)	\$34.92	hour
2		Facilities	Facility Operations	Caretaking Fees (internal clients)	\$34.92	hour
3		Facilities	Facility Operations	Maintenance Fees (external clients)	\$48.55	hour
4		Facilities	Facility Operations	Maintenance Fees (internal clients)	\$48.55	hour
5		Facilities	Facility Operations	Maintenance Vehicle Rental Fees (external clients)	\$9.00	hour
6		Facilities	Facility Operations	Maintenance Vehicle Rental Fees (internal clients)	\$9.00	hour
7		Facilities	Facility Operations	Parking Fees (400 City Hall Square)	\$61.90	month
8		Facilities	Facility Operations	Parking Fees (400 City Hall Square)	\$20.57	month
9		Facilities	Facility Operations	Power Cart	\$60.00	Day
10		Facilities	Facility Operations	Project Management Admin. Fee for Minor Capital Projects	10%	Project Expense
11		Facilities	Facility Operations	Event Set-Up Fees (External)	\$34.49	hour
12		Facilities	Facility Operations	Chairs (External)	\$1.50	Each
13		Facilities	Facility Operations	Tables (External)	\$11.00	Each
14		Facilities	Facility Operations	Podium (External)	\$30.00	Each
15		Facilities	Facility Operations	Sound System: Microphone, Speakers & Mixing Board (External)	\$100.00	Lump Sum



City of Windsor  
User Fee Schedule

Infrastructure Services - Public Works						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Administration - Public Works		Card Key Replacement	\$30.00	additional replacements
2		Administration - Public Works		Xeroxing	\$2.00	first page
3		Administration - Public Works		Xeroxing	\$0.30	each additional page (plus GST&PST)
4		Contracts, Field Services, and Maintenance	Field Services - Enforcement	Inspection Fee By-Law 25-2010	\$66.00	Per Inspection
5		Contracts, Field Services, and Maintenance	Field Services - Enforcement	Order to Comply - Final Notice	\$100.00	Per Letter
6		Contracts, Field Services, and Maintenance	Field Services - Enforcement	ROW Order - Non-compliance Fee	\$305.00	Per Order
7		Contracts, Field Services, and Maintenance	ROW Maintenance	Pavement Degradation Fee - 2 year old or less	\$35.00	per square meter
8		Contracts, Field Services, and Maintenance	ROW Maintenance	Pavement Degradation Fee - 2 to 4 years old	\$30.00	per square meter
9		Contracts, Field Services, and Maintenance	ROW Maintenance	Pavement Degradation Fee - 4 to 7 years old	\$25.00	per square meter
10		Contracts, Field Services, and Maintenance	ROW Maintenance	Pavement Degradation Fee - 7 to 10 years old	\$15.00	per square meter
11		Contracts, Field Services, and Maintenance	ROW Maintenance	Pavement Degradation Fee - 10 to 15 years old	\$5.00	per square meter
12		Contracts, Field Services, and Maintenance	ROW Maintenance	Restoration Administration Fee	\$205.00	per agreement
13		Contracts, Field Services, and Maintenance	Sewer Maintenance	Eeling Service, Weekdays, By-Law 49-21	\$181.00	weekday per service rate
14		Contracts, Field Services, and Maintenance	Sewer Maintenance	Eeling Service, Weekends, By-Law 49-21	\$258.00	weekend per service rate

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

## City of Windsor User Fee Schedule

Infrastructure Services - Public Works						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
15		Environmental Services	Barricades	Delivery and Pick up of Barricades	\$60.00	per hour
16		Environmental Services	Barricades	Rental Charge for Barricades	\$4.00	per barricade
17		Environmental Services	Containerized Refuse Collection	Waste Bin Rental Fee - Condominiums	\$50.00	per month per bin
18		Environmental Services	Containerized Refuse Collection	Waste Collection and Disposal Charges	\$29.00	per lift
19		Environmental Services	Containerized Refuse Collection	Waste Collection and Disposal Charges at Condominiums	\$29.00	per lift, beyond one lift per week
20		Environmental Services	Lights	Rental Charge for Lights	\$10.00	per light
21		Traffic Operations & Parking	On-Off Street Parking	Card Key Replacement	\$15.00	first replacement
22		Traffic Operations & Parking	On-Off Street Parking	Meter Bags	\$5.00	per bag per day, non-refundable
23		Traffic Operations & Parking	On-Off Street Parking	Meter Bags for Contractors Only in Construction Areas	\$10.00	per bag per day, non-refundable
24		Traffic Operations & Parking	Parking Enforcement	Failing to attend a scheduled review before a hearing officer	\$100.00	penalty
25		Traffic Operations & Parking	Parking Enforcement	Failing to attend a scheduled review before a screening officer	\$50.00	penalty
26		Traffic Operations & Parking	Parking Enforcement	Late Payment Fee	\$25.00	penalty
27		Traffic Operations & Parking	Parking Enforcement	MTO Plate Denial Fee	\$25.00	penalty
28		Traffic Operations & Parking	Parking Enforcement	Sale of Residential Permit	\$35.00	per permit
29		Traffic Operations & Parking	Parking Enforcement	Sale of 2nd Residential Permit	\$0.00	per permit
30	1	Traffic Operations & Parking	Parking Enforcement	Sale of tokens for meters (to businesses)	\$25.00	per roll
31		Traffic Operations & Parking	Parking Enforcement	Searching Ministry of Transportation (MTO) and out of province and out of state records	\$10.00	per search
32		Traffic Operations & Parking	Traffic Operations	Signs & Markings Plan Inspection	\$146.00	per application
33		Traffic Operations & Parking	Traffic Operations	Alley Lighting - Maintenance & Utility Costs	\$150.00	per light fixture
34		Traffic Operations & Parking	Traffic Operations	Average Annual Daily Traffic Counts	\$30.00	each

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.



## City of Windsor User Fee Schedule

Infrastructure Services - Transit Windsor						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
1		Transportation	City Service	Adult Cash Fare	\$3.15	per fare
2		Transportation	City Service	Adult One-Way Tickets	\$13.40	5 tickets
3		Transportation	City Service	Adult 30 Day Pass	\$101.55	30 Days
4		Transportation	City Service	Adult 15 Day Pass	\$50.80	15 Days
5	1&2	Transportation	City Service	Adult 30 Day Affordable Pass Program (APP)	\$51.35	30 Days
6		Transportation	City Service	Children	Children 12 years of age and under are free on City service with a full paying passenger (if riding alone, qualifies as Youth)	
7	2	Transportation	City Service	Corporate ValuPass	\$86.35	30 Days
8	2&5	Transportation	City Service	Day Pass	\$9.60	per day
9	7	Transportation	City Service	Full Time Student Semester Pass	\$280.10	4 Months
10		Transportation	City Service	Photo ID	\$5.30	first time purchase or as needed
11	3	Transportation	City Service	Senior Cash Fare	\$3.15	per fare
12	2&3	Transportation	City Service	Senior One-Way Tickets	\$10.50	5 tickets
13	2&3	Transportation	City Service	Senior 30 Day Pass	\$51.40	30 Days
14	2&3	Transportation	City Service	Senior 15 Day Pass	\$25.70	15 Days
15		Transportation	City Service	Shuttle Service To Windsor Spitfire Games	\$3.10 round trip;	\$1.60 one way
16	8	Transportation	City Service	Smart Card Fee	\$1.00	Per Smart Card
17	4	Transportation	City Service	Youth Cash Fare	\$3.15	per fare
18	2&4	Transportation	City Service	Youth One-Way Tickets	\$10.50	5 tickets
19	2&4	Transportation	City Service	Youth 30 Day Pass (Age 13-19)	\$70.00	30 Days
20	2&4	Transportation	City Service	Youth 15 Day Pass (Age 13-19)	\$35.00	15 Days
21	1,2&4	Transportation	City Service	Youth 30 Day Affordable Pass Program (APP)	\$51.35	30 Days
22	2&4	Transportation	City Service	Youth Summer Saver Pass	\$111.95	2 months (July & Aug)

City of Windsor  
User Fee Schedule

Infrastructure Services - Transit Windsor						
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)	
					Cost	Unit of Measure
23	4	Transportation	City and Tunnel Service	City and Tunnel Combo Pass	\$166.60	30 Days
24	6	Transportation	Tunnel Services	Tunnel Cash Fare	\$7.50	per fare
25	2	Transportation	Tunnel Services	Tunnel 30 Day Pass	\$101.55	30 Days

## City of Windsor User Fee Schedule

Infrastructure Services - Transit Windsor							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
26	2	Transportation	Tunnel Services	Tunnel 15 Day Pass	\$50.80	15 Days	
27	6	Transportation	Tunnel Services	Tunnel Single Ride Ticket	\$7.50	per ticket	
	<b>Notes:</b>						
	1	Based on approved application.					
	2	Reduced fare product.					
	3	Condition 60 years +. Valid identification is required for all reduced fares.					
	4	Refer to the City of Windsor's website or Transit Windsor offices for the Acceptable ID Details.					
	5	Unlimited use for a single day.					
	6	Including service to Comerica Park or Ford Field					
	7	Must provide proof of attendance in an elementary, high school or post-secondary institution					
	8	January 1, 2021 implementation date for all new smart cards issued. Riders encouraged to reload cards.					
		<b>The fare increase will take effect February 1 2022. The College Semester Pass will be based on 4X cost of current Youth 30 Day Pass</b>					
		<b>All fare increase are rounded to \$0.05 increments</b>					

City of Windsor  
User Fee Schedule

Human & Health Services - Huron Lodge							
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	2022 Fee Excluding HST (Recommended)		
					Cost	Unit of Measure	
1	1	Resident Services		Auditorium Rental - 1-20 people (Non-Huron Lodge Resident)	\$40.00	per use	
2	1	Resident Services		Auditorium Rental - 21-75 people (Non-Huron Lodge Resident)	\$70.00	per use	
3		Resident Services		Chapel (Non-Huron Lodge Residents)	\$25.00	per use	
4	1	Resident Services		The Family Celebration Room (Non-Huron Lodge Resident - maximum 8 people)	\$30.00	per use	
5		Resident Services		Unit Activity Areas - maximum 16 people (Non-Huron Lodge Resident)	\$30.00	per use (with meal purchase)	
6	1	Resident Services		Unit Activity Areas - maximum 16 people (Non-Huron Lodge Resident)	\$35.00	per use (without meal purchase)	
<b>Notes:</b>							
1		Other fees may be applied where meals are not purchased.					

BY-LAW NUMBER 25-2022

A BY-LAW TO AMEND BY-LAW 49-2018, BEING A BY-LAW RESPECTING THE ISSUANCE OF VARIOUS PERMITS AND THE SCHEDULING OF INSPECTIONS.

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** original By-law Number 49-2018 was passed on the 26<sup>th</sup> day of March, 2018;

**AND WHEREAS** it is deemed expedient to further amend By-law Number 49-2018.

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law Number 49-2018 be amended by deleting Schedule “3” relating to Construction/Demolition Permit Fees attached thereto and substituting therefore Schedule “3” Fees – 2022 attached hereto.
2. This By-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022



### MINIMUM PERMIT FEE

A minimum permit fee of **\$220.00** will be assessed for the processing and issuance of permits, except where otherwise noted in this By-law.

### GENERAL APPLICATION FEES

1	Zoning Certificate Fee - Small Residential Permits (alterations***, decks, pools, backwater valves, etc.), Tent Permits and, non-structural Mechanical Roof Top Unit Replacement Permits	\$50.00 per permit (non-refundable)
2	Zoning Certificate Fee – New Home Construction	\$100.00 per permit (non-refundable)
3	Zoning Certificate Fee– All other Permits not listed in 1 and 2 above	\$200.00 per permit (non-refundable)
4	Permit Holdback Fee	\$1000.00 per permit
5	Permit Deposit	\$500.00 per dwelling unit

### BASE PERMIT FEES

Residential		\$ / Sq-Ft [\$ / Sq-M]* unless otherwise indicated
1	House (OBC**: Part 9, Group C) (New, Alteration***, and Additional Dwelling Units)  (Fee calculation to include the sum of all roofed areas <sup>(2)</sup> i.e. attached garages, carports, covered porches, supported roofs over attached decks or landings, etc.)	\$1.55 [\$16.68]* <sup>(2)</sup> -Plus \$465.00 Mechanical Fee per dwelling unit -Plus applicable extras: attached Deck/Porch without a Roof, Basement Floor Area Fee <sup>(3)</sup> , Plumbing Fees, Finished Basement Floor Area Fee <sup>(4)</sup> and any other applicable fees indicated in this By-law/Schedule
2	All Other Group C occupancies as set out in the OBC** (New, Alteration***)  (Fee calculation to include the sum of all floor areas <sup>(2)</sup> , including floors below grade)	\$2.10 [\$22.60]* <sup>(2)</sup> -Plus \$465.00 Mechanical Fee per dwelling unit -Plus Plumbing Fees and any other applicable fees as indicated in this By-law/Schedule

Industrial / Commercial / Institutional (ICI)		\$ / Sq-Ft [\$ / Sq-M]* unless otherwise indicated
3	Industrial / Commercial / Institutional (OBC**: Group A, B, D, E, F) (New, Alteration***)  (Fee calculation to include the sum of all floor areas <sup>(2)</sup> , including floors below grade)	\$2.50 [\$26.91]* <sup>(2) (7) (8)</sup> -Plus Plumbing Fees and any other applicable fees indicated in this By-law/Schedule

Post Disaster Buildings		\$ / Sq-Ft [\$ / Sq-M]* unless otherwise indicated
4	Post Disaster Buildings (as defined in Division A, Article 1.4.1.2 of the OBC**) (New, Alteration***)  (Fee calculation to include the sum of all floor areas <sup>(2)</sup> , including floors below grade)	\$3.60 [\$38.75]* <sup>(2)</sup> -Plus Plumbing Fees and any other applicable fees indicated in this By-law/Schedule

### ADDITIONAL PERMIT FEES

Note: Any fees listed below may be applicable individually or in addition to “General Application Fees”, “Base Permit Fees”, and “Miscellaneous Permit Fees and Charges”. The proposed scope of work determines the applicability of “Additional Permit Fees”.

#### Heating, Ventilating and Air Conditioning Systems (HVAC) Fees (Existing Buildings Only)

1	House (OBC**: Part 9, Group C)	\$465.00 per unit / system
2	All Other Group C occupancies as listed in the OBC**	\$465.00 per unit / system
3	Furnace Replacement Only (located in an individual residential unit)	\$260.00 per furnace unit
4	Industrial / Commercial / Institutional (OBC**: Groups A, B, D, E, F)	\$15.50 per \$1000 construction value (Min. \$465.00)
5	Post Disaster Buildings (as defined in Division A, Article 1.4.1.2. of the OBC**)	\$15.50 per \$1000 construction value (Min. \$465.00)

## ADDITIONAL PERMIT FEES - CONTINUED

### Life Safety and 'Other' Mechanical System Fees

1	Mechanical Roof Top Unit Replacement	\$260.00 per roof top unit
2	Chiller / Boiler Installation (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
3	Cooling Tower Installation (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
4	Sprinkler System (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
5	Fire Alarm System (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
6	Stand Pipe System (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
7	Fire Suppression System (All Building types) (New, Alteration <sup>***</sup> )	\$15.50 per \$1000 construction value (Min. \$465.00)
8	Spray Booth (New, Alteration <sup>***</sup> )	\$465.00 per unit / system
9	Dust Collector (New, Alteration <sup>***</sup> )	\$465.00 per unit / system
10	Laboratory Hood	\$15.50 per \$1000 construction value (Min. \$465.00)
11	Kitchen Hood	\$465.00 per unit / system
12	Solar Panel System	\$15.50 per \$1000.00 construction value (Min. \$465.00)

Plumbing Fees	Residential	Non-Residential
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Plumbing Fees	Residential	Non-Residential	
1	Any Bathroom	\$87.00 per bathroom (Applicable on all <b>new</b> House construction)	N/A
2	Any Bathroom - Rough-In (R/I) Plumbing	\$87.00 per R/I bathroom (Applicable on all <b>new</b> House construction) <sup>(5)</sup>	N/A
3	Rough-In (R/I) Plumbing	\$29.00 per R/I fixture (applicable on all residential alteration <sup>***</sup> permits)	\$29.00 per R/I fixture
4	Plumbing Fixture (Applicable on new or replacement fixtures)	\$29.00 per fixture (applicable on all residential alteration <sup>***</sup> permits)	\$29.00 per fixture (applicable on all types of non-residential permits)
5	Domestic Hot Water Tank Replacement	\$170.00 per tank	\$170.00 per tank
6	Backwater Valve / Sump Pit / Sewage Ejector Pump Installations	\$15.50 per \$1000.00 of the estimated cost of the work (Min. \$260.00)	\$15.50 per \$1000.00 of the estimated cost of the work (Min. \$260.00)

### Lot Grading

1	Lot Grading Review - <b>Not</b> applicable on House (OBC <sup>**</sup> Part 9, Group C) permit types	\$465.00
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### Sewage System Fees

1	Class 4 – (All Types – New or Repair)	\$1035.00
2	Class 5 – Holding Tank	\$1035.00

## ADDITIONAL PERMIT FEES - CONTINUED

Sewer & Water Permits		Fee as indicated			
		House (OBC**: Part 9, Group C) (New, Alteration***, and Additional Dwelling Units)	All Other Group C occupancies as listed in the OBC** (New, Alteration***)	Industrial / Commercial / Institutional (OBC**: Groups A, B, D, E, F) (New, Alteration***)	Post Disaster Buildings (as defined in Div. A, Article 1.4.1.2. of the OBC** (New, Alteration***)
1	Sanitary Drainage Piping Servicing	\$205.00 per dwelling unit	\$3.40 / Ft [\$11.15 / M]* (Min. \$220.00)	\$3.40 / Ft [\$11.15 / M]* (Min. \$220.00)	\$3.40 / Ft [\$11.15 / M]* (Min. \$220.00)
2	Storm Drainage Piping Servicing	\$255.00 per dwelling unit			
3	Water Service Permit	\$80.00 per dwelling unit			
4	Storm Drainage Not Connected To A Building	\$3.40 / Ft [\$11.15 / M]* plus \$55.00 for each additional catch basin after the first catch basin (Min. \$255.00)	\$3.40 / Ft [\$11.15 / M]* plus \$55.00 for each additional catch basin after the first catch basin (Min. \$255.00)	\$3.40 / Ft [\$11.15 / M]* plus \$55.00 for each additional catch basin after the first catch basin (Min. \$255.00)	\$3.40 / Ft [\$11.15 / M]* plus \$55.00 for each additional catch basin after the first catch basin (Min. \$255.00)

Other Permit Types		\$ / Sq-Ft [\$ / Sq-M]* unless otherwise indicated
1	Basement Floor Area (House – OBC**: Part 9, Group C) (New Construction and Basement Additions)	\$1.00 [\$10.76]* <sup>(3)</sup> of the total basement floor area
2	Finished Basement Floor Area (House – OBC**: Part 9, Group C; not including Additional Dwelling Units) (New and Existing Construction)	\$0.52 [\$5.60]* <sup>(4)</sup> -Plus applicable Mechanical and Plumbing Fees
3	Deck/Porch without a Roof (OBC**: Part 9, Group C)	\$0.80 [\$8.61]* <sup>(2)</sup> (Min. \$250.00)
4	Accessory Buildings (OBC**: Part 9, Group C) (New Shed, Detached Garage, Pool House, etc.; not including Additional Dwelling Units)	\$0.80 [\$8.61]* <sup>(2)</sup> (Min. \$250.00) -Plus applicable Mechanical and Plumbing Fees
5	Mezzanine (All Types)	Fee charged is equal to the “Base Permit Fee” for the associated occupancy type -Plus applicable Mechanical and Plumbing Fees
6	Shell Permit for OBC**: Group A, B, D, E, F Occupancies	\$1.75 [\$18.84]* <sup>(2)</sup> -Plus applicable Mechanical and Plumbing Fees
7	Interior Finishing (where only a Shell Permit was previously issued)	\$0.75 [\$8.07]* <sup>(2)</sup> (Min. \$220.00) -Plus applicable Mechanical and Plumbing Fees
8	Simple Group F (Industrial) Building <sup>(8)</sup> Occupancies	\$1.75 [\$18.84]* <sup>(2)</sup> -Plus applicable Mechanical and Plumbing Fees
9	Interior Alteration**** Permit Only for OBC**: Group A, B, D, E, F Occupancies (Fee calculation to include the sum of all floor areas, including underground)	\$0.75 [\$8.07]* <sup>(2)</sup> (Min. \$220.00) -Plus Mechanical Fees, Plumbing Fees and any other applicable fees indicated in this By- law/Schedule
10	Projects and items not specifically listed in this Schedule for OBC**: Groups A, B, C, D, E, F Occupancies	\$15.50 per \$1000.00 of the estimated cost of the work <sup>(1)</sup> <sup>(6)</sup> (Min. \$220.00)

## MISCELLANEOUS PERMIT FEES AND CHARGES

Note: Any fees listed below may be applicable individually or in addition to “General Application Fees”, “Base Permit Fees”, and “Additional Permit Fees”. The proposed scope of work determines the applicability of “Miscellaneous Permit Fees and Charges”.

Demolition Permit Fee		\$ / Sq-Ft [\$ / Sq-M]*
1	Demolition Permit Fee (All Building Types)	\$0.15 [\$1.61]* <sup>(2)</sup> (Min. \$300.00)

## MISCELLANEOUS PERMIT FEES AND CHARGES - CONTINUED

Temporary Structures		\$/ Sq-Ft [\$/ Sq-M]*
<b>Temporary Building or Structure:</b> Shall mean a seasonal building or structure designed, constructed and placed on the land in a manner that allows its removal after a period not to exceed 120 consecutive days. These structures do not meet the snow load requirements as set out in the Ontario Building Code.		
1	Tents	\$165.00 per permit
2	Other Temporary Buildings or Structures (Applicable Fee same as "Other Permit Types, Fee Item No.10")	\$15.50 per \$1000.00 of the estimated cost of the work <sup>(1)</sup> (Min. \$220.00)

Permit Resubmission Fee <sup>(9)</sup>		
1	Permit Resubmission – BEFORE permit is issued	\$220.00 per resubmission
2	Permit Resubmission – AFTER permit is issued	\$220.00 per resubmission <b>-Plus</b> additional applicable permit fees (No refund will be issued on original permit)
3	Permit Resubmission – due to application found to be incomplete	25% of application fee per permit resubmission (Min \$220.00)

Change of Use Permit		
1	Change of Use Permit Fee (no construction required)	\$220.00 <b>-Plus</b> additional applicable permit fees

Partial Occupancy Permit		\$/ Sq-Ft [\$/ Sq-M]*
1	Partial Occupancy Permit Fee	\$0.05 [\$0.54]* for the area <sup>(2)</sup> to be occupied (Min. \$300.00)

Conditional Permit		
1	Conditional Permit Fee	Regular fee for complete building <b>-Plus</b> \$1035.00 flat fee

Partial Permit		
1	Partial Permit Fee	Regular fee for complete building <b>-Plus</b> \$520.00 flat fee per permit

Alternative Solution Application & Special / Supplementary Review Fee		
1	Alternative Solution Application Fee (per application)	\$310.00 minimum for up to 4 hours of review time plus \$100.00 per hour beyond the first 4 hours
2	Special Research Request Fee	
3	Supplementary Plans Review Fee	

Inspection Fee		
1	Inspection requested but the work is incomplete	\$100.00 per inspection
2	Special inspection request (after-hours inspection)	\$500.00 minimum per inspection call
3	Inspection calls over the maximum two (2) inspections allowed for each stage of construction	\$100.00 per additional inspection call

Work Without a Permit Penalty Fee		
1	Work without a permit – for projects commenced <b>prior</b> to permit issuance	1.5 times the applicable maximum building permit fee (Min. \$500.00 - Max. \$5000.00)

## MISCELLANEOUS PERMIT FEES AND CHARGES - CONTINUED

### Administrative Fees (non-refundable)

1	Transfer of "Permit and/or Application" Fee	\$110.00
2	Search Fee	\$40.00
3	Property Information Letter	\$75.00
4	Permit Finalization Letter	\$26.00
5	Copying/Scanning/Printing	\$8.50 per ¼ hour of labour \$3.00 for the 1 <sup>st</sup> page copied \$0.50 per additional page copied
6	Re-Opening a Dormant Permit	\$75.00

#### Notes to Schedule 3

- (1) **Estimated Cost of the work** shall mean the estimated value of the project as determined by the Chief Building Official.
- (2) **Floor Area** shall be measured to the outer face of the exterior walls or structure and, to the structural support at a roofed area. For interior alteration\*\*\* permits, except where the wall is part of the proposed construction, measurements will be taken to the inner face of walls. No deductions shall be made for openings within floor areas, i.e. stairs, elevators, ducts, etc.
- (3) **Basement Floor Area** measurements shall be taken to the inner face of the foundation walls. No deductions shall be made for openings within floor areas, i.e. stairs, elevators, ducts, etc.
- (4) **Finished Basement Floor Area** measurements shall be taken to the inner face of the foundation walls. No deductions shall be made for openings within floor areas, i.e. stairs, elevators, ducts, etc.
- (5) **Rough-in Plumbing** is an automatic charge for all new house construction with basements.
- (6) **Additional Cost** equal to the "Base Permit Fee" per occupancy type may be charged if the scope of work is determined to be greater than the scope of work described on the permit application submission.
- (7) **Complex Group F (Industrial) Building**  
For the purpose of building permit fees, a building will be considered a "Complex Group F (Industrial) Building" where:
  - a) The building occupancy meets the defined term in the Ontario Building Code, Div. A, Part 1, Section 1.4.1.2 "High Hazard Industrial Occupancy" (Group F, Division 1) and /or;
  - b) The building is non-compliant with the exemptions listed in Ontario Building Code, Div. B, Part 3, Section 3.2.8, Articles 3.2.8.1. and 3.2.8.2.
 NOTE: Buildings classified as described above will be subject to fees as indicated in Schedule 3, "Base Permit Fees", Industrial / Commercial / Institutional (ICI), Fee Item No. 3, plus any additional fees for that permit type.
- (8) **Simple Group F (Industrial) Building**  
For the purpose of building permit fees, a building will be considered a "Simple Group F (Industrial) Building" where:
  - a) The Building Occupancy does not meet the "Complex Group F (Industrial) Building" as defined in this document.
 NOTE: Buildings classified as described in (8) a) above will be subject to Schedule 3, "Additional Permit Fees", Other Permit Types, Fee Item No. 8. Any building or portion of a building that is classified other than a "Simple Group F (Industrial) Building" or, that includes hazardous areas as noted in Ontario Building Code, Div. B, Part 3, Section 3.3.6 will be subject to, for the affected floor area(s), permit fees as indicated in Schedule 3, "Base Permit Fees", Industrial / Commercial / Institutional (ICI), Fee Item No. 3, plus any additional fees for that permit type.
- (9) **Permit Resubmission Fee**  
For the purpose of assessing building permit fees, permit resubmissions will be subject to:
  - a) The Permit Resubmission Fee as indicated in Schedule 3, "Miscellaneous Permit Fees and Charges", Permit Resubmission Fee, Fee Item No. 1, 2, or 3 and,
  - b) Any other additional fees listed in Schedule 3 applicable to the new/altered scope of work proposed in the permit resubmission including:
    - i. changes to the Zoning Certificate as listed in "General Application Fees"; and/or
    - ii. additional square footage not part of the original submitted permit application as listed in "Base Permit Fees"; and/or
    - iii. any other item as listed in "Additional Permit Fees"; and/or
    - iv. any other chargeable fee listed in Schedule 3 applicable to the scope of work and review of the permit.

\*In all cases fees are calculated using the Imperial Unit cost noted in the tables. Fees noted in Metric Units are approximate values.

\*\*OBC means Ontario Building Code (current edition)

\*\*\***Alteration** refers to an existing building, structure or system where the proposed construction includes (but is not limited to) renovations, repairs, modifications, extensions, installations, removals, additions or reductions to the existing building, structure or system.

\*\*\*\***Interior Alteration** refers to an existing building where the proposed construction is limited to interior renovations, repairs, or modifications to the existing building interior only and does not effect exterior walls or existing fire separations.

BY-LAW NUMBER 26-2022

A BY-LAW TO AMEND BY-LAW 13-2014, BEING A BY-LAW TO PROVIDE FOR THE IMPOSITION AND COLLECTION OF SEWAGE SYSTEM CHARGES

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, enables municipalities to pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it and for adding fees and charges to the tax roll and collecting them in the same manner as municipal taxes;

**AND WHEREAS** Ontario Regulation 581/06 made under the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that where fees or charges imposed for the use of a sewage system are added to the tax roll, such fees and charges have priority lien status;

**AND WHEREAS** By-law 13-2014 was passed on the 20<sup>th</sup> day of January, 2014;

**AND WHEREAS** the Council of The Corporation of the City of Windsor has deemed it expedient to amend said by-law;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. THAT By-law 13-2014 be amended by deleting Schedule "A" thereto, and substituting therefore Schedule "A" attached hereto.
2. THAT By-law 13-2014 be amended by deleting Schedule "B" thereto, and substituting therefore Schedule "B" attached hereto,
3. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

**SCHEDULE "A" TO BY-LAW 26-2022**

**2022 FIXED SEWER SURCHARGE RATES BY METER SIZE**

Residential Accounts

<b>Stand Alone Fixed Sewer Surcharge</b>
<b>\$17.59</b>

Commercial Accounts

<b>Meter Size</b>		<b>Stand Alone Fixed Sewer Surcharge</b>
Less than 1"	Less than 25mm	<b>\$17.59</b>
1"	25mm	<b>\$162.85</b>
1 1/2"	40mm	<b>\$381.50</b>
2"	51mm	<b>\$636.84</b>
3"	75mm	<b>\$1,144.56</b>
4"	100mm	<b>\$2,026.76</b>
6"	150mm	<b>\$3,700.72</b>
8"	200mm	<b>\$6,166.12</b>
10"	250mm	<b>\$10,157.87</b>

**SCHEDULE "B" TO BY-LAW 26-2022**

<b><u>2022 VARIABLE SEWER SURCHARGE RATES</u></b>	
<b><u>Residential</u> Sewer Service Rate</b>	<b>\$2.90 per cubic meter of water used</b>
<b><u>Commercial</u> Sewer Service Rate</b>	<b>\$2.11 per cubic meter of water used</b>



BY-LAW NUMBER 27-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** By-law Number 9023, being a by-law to regulate vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots and private properties, was passed on the 8<sup>th</sup> day of June, 1987.

**AND WHEREAS** it is deemed expedient to amend By-law Number 9023.

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

- 1. That **BY-LAW NUMBER 9023** be amended by deleting Schedules S, T, W, X attached thereto and substituting therefore Schedule S, T, W, X attached hereto.
- 2. This By-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading - January 17, 2022  
Third Reading - January 17, 2022

## Schedule "S"

ID#	STREET	SIDE	FROM	TO	TIME LIMIT	PARKING FEE	DAYS & TIMES
S00440	California Ave	West	University Ave W	Fanchette St	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00447	Chatham St E	North	A point 10 metres east of Ouellette Avenue	To a point 16 metres east of Ouellette Avenue	Time Limit: 15 minutes	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00448	Chatham St E	North	A point 16 metres east of Ouellette Avenue	To a point 22 metres east of Ouellette Avenue	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00444	Chatham St E	South	A point 15 metres east of Ouellette Avenue	To a point 42 metres east of Ouellette Avenue	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00446	Chatham St E	South	A point 48 metres east of Ouellette Avenue	Goyeau St	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00445	Chatham St E	South	From a point 42 metres east of Ouellette Avenue	To a point 48 metres east of Ouellette Avenue	Time Limit: 15 minutes	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00300	Chatham St W	North	Ferry St	Dougall Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00302	Chatham St W	North	From a point 25 metres west of Goyeau Street	To a point 45 metres west of Goyeau Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00308	Chatham St W	North	From a point 50 metres west of Ouellette Ave	Ferry St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00307	Chatham St W	South	From a point 21 metres east of Church Street	Dougall Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00299	Chatham St W	South	From a point 23 metres west of Ouellette Avenue	Victoria Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Mnday to Saturday holidays excepted
S00304	Chatham St W	South	Goyeau St	McDougall St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday Holidays excepted
S00301	Chatham St W	South	Victoria Ave	Dougall Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00309	Church St	East	From a point 38 metres south of University Ave W	To a point 50 metres south of University Ave W	Time Limit: 30 min	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00310	Church St	East	From a point 50 metres south of University Ave W	To a point 12 metres north of Park Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00297	City Hall Sq S	North	City Hall Sq W	Windsor Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6pm Monday to Saturday holidays excepted
S00296	City Hall Sq S	South	City Hall Sq W	Windsor Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00298	City Hall Sq W	East	Park St E	City Hall Sq S	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00313	Dougall Ave	East	Pitt St W	Chatham St W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00311	Dougall Ave	West	Pitt St W	University Ave W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00312	Dougall Ave	West	University Ave W	Park St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00314	Dufferin Pl	West	From a point 64 metres south of Ellis Street	To a point 100 metres south thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00316	Erie St E	Both	Goyeau St	McDougall St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00315	Erie St E	Both	Langlois Ave	Highland Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00318	Erie St E	South	From a point 10 metres west of the alley next west of	McDougall St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00317	Erie St E	South	Goyeau St	To a point 16 metres west of alley next west of Mcdougall Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00319	Ferry St	East	Chatham St W	Pitt St W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00320	Ferry St	West	Pitt St W	Chatham St W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00458	Freedom Way	West	A point 20 meters south of University Avenue East	To a point 32 meters south of University Avenue East	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday Holidays Excepted

S00457	Freedom Way	West	Park St E	To a point 35 meters north of Park Street East	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday Holidays Excepted
S00323	Gladstone Ave	Both	Tecumseh Rd E	To the alley next south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00325	Goyeau St	Both	Tuscarora St	Elliott St E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 4 pm Monday to saturday holidays excepted
S00324	Goyeau St	Both	University Ave E	Park St E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 4 pm Monday to friday and 9 am to 6pm on Saturday holidays excepted
S00326	Huron Church Rd	East	University Ave W	Wyandotte St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm through Saturday holidays excepted
S00327	Huron Church Rd	West	University Ave W	Wyandotte St W	Time Limit: 4 hour	\$2.00/hr or fraction thereof	9 am to 6 pm through Saturday holidays excepted
S00328	McDougall St	East	Pitt St E	Chatham St E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00329	McDougall St	West	From a point 35 metres south of University Avenue East	To a point 65 metres south of University Avenue East	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00441	McDougall St	West	From a point 85 metres south of University Avenue East	To a point 97 metres south of University Avenue East	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00331	Ottawa St	North	Parent Ave	To alley east of Windermere Road	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00462	Ottawa St	South	Langlois Ave	Windermere Rd	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday holidays excepted
S00461	Ottawa St	South	Parent Ave	A point 91 metres east of Parent Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday holidays excepted
S00346	Ouellette Ave	East	From a point 10 metres south of maiden Lane	To a point 14 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00442	Ouellette Ave	East	From a point 101 metres north of Ellis Street East	To a point 46 metres north of Shepherd Street east	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9am to 6 pm Monday to Saturday holidays excepted
S00443	Ouellette Ave	East	From a point 108 metres south of Park Street East	To a point 114 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00341	Ouellette Ave	East	From a point 144 metres south of Park Street East	To a point 155 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00347	Ouellette Ave	East	From a point 18 metres south of Maiden Lane	To a point 6 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00336	Ouellette Ave	East	From a point 46 metres south of Shepherd Street East	To a point 76 metres north of Tecumseh Road East	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00344	Ouellette Ave	East	From a point 29 metres south of University Avenue East	To a point 35 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00339	Ouellette Ave	East	From a point 43 metres south of University Avenue East	To a point 54 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00335	Ouellette Ave	East	Giles Blvd E	To a point 107 metres north thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00334	Ouellette Ave	East	Giles Blvd E	To a point 122 metres south thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00345	Ouellette Ave	East	Pitt St E	To a point 21 metres south of Pitt Street East	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00333	Ouellette Ave	East	Viale Udine Cir	Riverside Dr E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00348	Ouellette Ave	West	From a point 134 metres south of Park Street West	To a point 8 metres south thereof	Time Limit: 15 min	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00337	Ouellette Ave	West	From a point 24 metres north of Shepherd Street West	To a point 37 metres north of Shepherd Street West	Time Limit: 15 min	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00342	Ouellette Ave	West	From a point 20 metres north of University Avenue West	To a point 25 metres north thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00343	Ouellette Ave	West	University Ave W	To a point 21 metres south thereof	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00456	Park St W	North	A point 15 metres east of Freedom Way	Goyeau St	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00349	Park St W	North	Ouellette Ave	Victoria Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00351	Park St W	South	Ouellette Ave	Victoria Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00350	Park St W	South	Victoria Ave	Church St	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00352	Park St W	South	Victoria Ave	Pelissier St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00153	Partington Ave	East	A point 14 metres north of Wyandotte Street East	A point 26 metres north of Wyandotte Street East	Time Limit: 2 hr	25 cents for every 12 minutes or fraction thereof	9 AM to 6 PM Monday to Saturday Holidays Excepted
S00356	Partington Ave	West	From a point 20 metres south of Wyandotte Street East	To a point 32 metres south of Wyandotte Street East	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00354	Patricia Rd	South	Ouellette Ave	Victoria Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00355	Patricia Rd	South	Victoria Ave	Pelissier St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00058	Patricia Rd	West	Wyandotte St W	A Point 156 Metres South Of Wyandontte St W	3 Hours	25 Cents For Every 12 Minutes Or Fraction Thereof	9:00 AM To 6:00 PM - Monday To Saturday, Holidays Excepted
S00353	Patricia Rd	West	Wyandotte St W	Walnut Street	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00226	Pelissier St	East	A point 27 metres south of University Ave W	A point 14 metres south thereof	Time Limit: 10 minutes	\$2.00/hr or fraction thereof	9 AM to 6 PM Monday to Saturday Holidays Excepted



S00359	Pelissier St	East	Elliott St W	To a point 93 metres north thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00360	Pelissier St	East	From a point 100 metres south of Wyandotte Street West	To a point 161 metres south thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00367	Pelissier St	East	From a point 15 metres north of Maiden Lane	To a point 43 metres north thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00378	Pelissier St	East	From a point 27 metres south of University Avenue West	To a point 14 metres south thereof	Time Limit: 10 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excluded
S00368	Pelissier St	East	From a point 33 metres north of park Street West	To a point 42 metres north of Park Street West	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00379	Pelissier St	East	From a point 66 metres north of Wyandotte Street East	Maiden Lane E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6pm Monday to Saturday holidays excepted
S00358	Pelissier St	East	University Ave W	Chatham St W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00364	Pelissier St	East	University Ave W	To a point 27 metres south of University Avenue West	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00362	Pelissier St	West	Elliott St W	To a point 120 metres north thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00380	Pelissier St	West	From a point 103 metres north of Wyandotte Street West	To a point 5 metres north thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00381	Pelissier St	West	From a point 141 metres north of Elliot Street West	To a point 228 north thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00370	Pelissier St	West	From a point 9 metres north of Park Street West	To a point 14 metres north thereof	Time Limit: 15 min	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00382	Pelissier St	West	From a point 40 metres north of Wyandotte Street West	To a point 55 metres north of Wyandotte Street West	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00365	Pelissier St	West	University Ave W	To a point 34 metres south of University Avenue West	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00383	Pitt St E	North	From a point 33 metres east of Goyeau Street	To a point 36 metres east thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00384	Pitt St E	North	Ouellette Ave	To a point 45 metres west of Goyeau Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00377	Pitt St E	South	Ouellette Ave	To a point 53 metres west of Goyeau Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00375	Pitt St W	North	Church St	To a point 21 metres east thereof	Time Limit: 10 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00374	Pitt St W	North	Dougall Ave	Church St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00373	Pitt St W	North	Dougall Ave	To a point 54 metres east thereof	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00463	Pitt St W	North	From a point 15 metres west of Janette Avenue	A point 27 metres west of Janette Avenue	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00371	Pitt St W	North	Ouellette Ave	Ferry St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00386	Pitt St W	South	From a point 31 metres west of Ferry Street	To a point 68 metres west of Ferry Street	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00372	Pitt St W	South	Ouellette Ave	Ferry St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00388	Sunset Ave	West	From a point 61 metres south of Wyandotte Street West	To a point 73 metres south of Wyandotte Street West	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00389	Sunset Ave	West	From a point 73 metres south of Wyandotte Street West	Union St	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00387	Sunset Ave	West	University Ave W	Wyandotte St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00390	Tecumseh Rd E	Both	Hall Ave	Windermere Rd	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 3 pm and 5 pm to 6 pm Monday to Saturday holidays excepted
S00392	Tuscarora St	Both	Dufferin Pl	Goyeau St	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00393	Tuscarora St	Both	Goyeau St	Windsor Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00391	Tuscarora St	Both	Ouellette Ave	Dufferin Pl	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm monday to Saturday holidays excepted
S00465	University Ave E	North	From a point 17m west of Pelissier Street	To a point 38m west of Pelissier	Time Limit: 1 Hr	\$2.00/hr or fraction thereof	9am-6pm Mon-Sat Holidays Excepted
S00466	University Ave E	North	From a point 38m west of Pelissier Street	Victoria Ave	Time Limit: 2 Hr	\$2.00/hr or fraction thereof	9am-6pm Mon-Sat Holidays Excepted
S00402	University Ave E	North	Goyeau St	Windsor Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00464	University Ave E	North	Ouellette Ave	Pelissier St	Time Limit: 2 Hr	\$2.00/hr or fraction thereof	9am-6pm Mon-Sat Holidays Excepted
S00404	University Ave W	Both	Bridge Ave	California Ave	Time Limit: 4 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00397	University Ave W	Both	Church St	Bruce Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00396	University Ave W	Both	Dougall Ave	Church St	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00403	University Ave W	North	Bruce Ave	To the north/south alley next east thereof	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00398	University Ave W	North	Caron Ave	To a point 55 metres east of Caron Avenue	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00409	University Ave W	North	Church St	To a point 22 metres east of Church Street	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00451	University Ave W	North	Elm Ave	A point 60 metres east of Elm Avenue	Time Limit: 9 a.m. to 6 p.m.	\$2.00/hr or fraction thereof	Monday to Saturday Holidays Excepted
S00452	University Ave W	North	Huron Church Ln	A point 52 metres east of Rosedale Avenue	Time Limit: 4 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday, Holidays Excepted
S00401	University Ave W	North	Janette Ave	To a point 33 metres west of Janette Avenue(2 spaces)	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00410	University Ave W	North	Victoria Ave	Dougall Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00406	University Ave W	South	California Ave	Sunset Ave	Time Limit: 30 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to saturday holidays excepted
S00405	University Ave W	South	California Ave	Vista Pl	Time Limit: 4 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00399	University Ave W	South	Caron Ave	Bruce Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00411	University Ave W	South	From a point 42 metres west of Victoria Avenue	Dougall Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00395	University Ave W	South	Pelissier St	Victoria Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00407	University Ave W	South	Sunset Ave	Vista Pl	Time Limit: 4 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00420	Victoria Ave	East	Chatham St W	To a point 33 metres north of University Avenue West	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00417	Victoria Ave	East	From a point 29 metres south of Park Street	To a point 48 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00418	Victoria Ave	East	From a point 70 metres south of Park Street	To point 81 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00419	Victoria Ave	East	From a point 97 metres south of Park Street	To a point 110 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00421	Victoria Ave	East	University Ave W	Park St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00412	Victoria Ave	West	Chatham St W	University Ave W	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00415	Victoria Ave	West	From a point 163 metres south of Park Street	To a point 231 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00416	Victoria Ave	West	From a point 249 metres south of Park Street	Wyandotte St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00413	Victoria Ave	West	From a point 33 metres south of Park Street	To a point 92 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00414	Victoria Ave	West	From a point 61 metres south of Park Street	To a point 92 metres south thereof	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00422	Victoria Ave	West	University Ave W	Park St W	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00424	Windsor Ave	East	City Hall Sq S	Wyandotte St E	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00425	Windsor Ave	East	Wyandotte St E	Tuscarora St	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00436	Wyandotte St E	Both	Aylmer Ave	Louis Ave	Time Limit: 1 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00459	Wyandotte St E	North	Gladstone Ave	Devonshire Rd	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday Holiday's Excepted
S00433	Wyandotte St E	North	Pierre Ave	Gladstone Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00460	Wyandotte St E	South	Gladstone Ave	Argyle Rd	Time Limit: 2 hour limit	\$2.00/hr or fraction thereof	9:00 a.m. to 6:00 p.m. Monday to Saturday holidays excepted
S00432	Wyandotte St E	South	McDougall St	Glengarry Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted

S00431	Wyandotte St E	South	McDougall St	Windsor Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00437	Wyandotte St E	South	Pierre Ave	To a point 30 metres west of Gladstone Avenue	Time Limit: 2 hours	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00428	Wyandotte St W	Both	Church St	To the alley east of Church Street	Time Limit: 3 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00430	Wyandotte St W	North	From a point 30 metres west of Sunset Avenue	To a point 66 metres west of Sunset Avenue	Time Limit: 15 minute	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00439	Wyandotte St W	North	McEwan Ave	Randolph Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted
S00454	Wyandotte St W	South	A point 12 metres east of Dougall Avenue	A point 18 metres east of Dougall Avenue	Time Limit: 30 minutes	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday holidays excepted
S00453	Wyandotte St W	South	A point 18 metres east of Dougall Avenue	Church St	Time Limit: 3 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday holidays excepted
S00450	Wyandotte St W	South	Dougall Ave	The alley next east thereof	Time Limit: 3 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday Holidays Excepted
S00449	Wyandotte St W	South	Dougall Ave	To the alley next east thereof	Time Limit: 3 hours	\$2.00/hr or fraction thereof	9 a.m. to 6 p.m. Monday to Saturday, Holidays Excepted
S00438	Wyandotte St W	South	McEwan Ave	California Ave	Time Limit: 2 hour	\$2.00/hr or fraction thereof	9 am to 6 pm Monday to Saturday holidays excepted



## Schedule "T"

ID#	LOT NO.	NO. OF VEHICLE	HOURS OF OPERATION	DAYS OF OPERATION	TIME LIMIT	PARKING FEE	BY-LAW AMENDMENTS
T00454	5	S 87		7 days per week		\$3.00 flat fee for special events	Added B/L 118-2020, Aug 24/20
T00315	5	87	9 am 6 pm	Monday to Saturday	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00455	5	87	6:00 pm to 12:00 a.m.	MONDAY TO SATURDAY		\$1.75/HR or fraction thereof- maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00456	5	87	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/HR or fraction thereof- maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00319	6	25	9 am to 6 pm	Monday to Saturday Holidays	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00457	6	25	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/HR or fraction thereof- maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00458	6	25	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/HR or fraction thereof- maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00503	9	25	24 hours per day	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	
T00322	9	25	9 am to 6 pm	Monday to Saturday, holidays excepted	3 hours	\$1.75/hr or fraction thereof- Meter	Added B/L 96-2016, Jun 20/16
T00324	10	78	9 am to 6pm	Monday to Saturday Holidays Excepted	3 hours	\$1.75/hr or fraction thereof- Meter	Added B/L 96-2016, Jun 20/16
T00459	10	78		Monday to Saturday Holidays excepted	after 6:00 p.m.	\$3.00 flat fee	Added B/L 118-2020, Aug 24/20

T00460	10	78	All Day	Sunday		\$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00504	11	156	Monday to Friday	7 days per week		Parking Permit \$77 per month or fraction thereof plus taxes	
T00448	12	37	9 a.m. to 6 p.m.	Monday to Saturday holidays excepted	3 hrs	\$1.75/hr or fraction thereof - Maximum \$3.00 flat fee	Added B/L 66-2020, Apr 5/20
T00449	12	37	6 p.m. to 12 a.m.	Monday to Saturday holidays excepted	3 hrs	\$1.75/hr or fraction thereof - Maximum \$3.00 flat fee	Added B/L 66-2020, Apr 5/20
T00450	12	37		Sunday	3 hrs	\$1.75/hr or fraction thereof - Maximum \$3.00 flat fee	Added B/L 66-2020, Apr 5/20
T00482	13	35	6:00 p.m. to Midnight	Monday to Saturday		\$3.00 flat fee pay by phone app	Added B/L 148-2020, Sep 11/20
T00483	13	35	8:00 a.m. to 6:00 p.m.	Monday to Saturday		By Permit only	Added B/L 148-2020, Sep 11/20
T00505	13	35	Monday to Friday	N/A		Parking Permit \$77 per month or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00328	13	35	9 am to 6 pm	Saturday	3 hour max	\$1.75/hr or fraction thereof -	Added B/L 96-2016, Jun 20/16
T00462	13	35	All day	Sunday		\$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00482	13	35	6:00 p.m. to Midnight	Monday to Saturday		\$3.00 flat fee pay by phone app	Added B/L 148-2020, Sep 11/20
T00506	14	33	24 hours	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00331	14	33	9 am to 6 pm	Monday to Saturday, holidays excepted	3 hours	\$1.75/hr or fraction thereof- Pay and Display	Added B/L 96-2016, Jun 20/16
T00332	14	33		Sunday		free of charge	Added B/L 96-2016, Jun 20/16

T00507	15	101	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00335	15	101	6 pm to 12 am	Monday to Saturday		\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00334	15	101	9 am to 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00337	15	101		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16
T00508	16	81	24 hours	7 days per week		\$99 per month or fraction thereof plus taxes, \$1188 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00338	16	81	9 am to 6 pm	Monday to Saturday	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00463	16	81	6:00 p.m. to 12:00 a.m.	Monday to Saturday		\$1.75/hr or fraction thereof-maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00464	16	81	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof-maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00452	19	14		All other times	3 hr	No fee	Added B/L 66-2020, Apr 5/20
T00451	19	14	7:00 a.m. to 6:00 p.m.	Monday to Friday	1 hr	no fee	Added B/L 66-2020, Apr 5/20
T00048	20	11		All Other Dates And Times		Councillors Only As Indicated By A City Wide Parking Permit And AAG Only As Indicated By A City Wide Parking Permit	(Added B/L 210-2008, Dec.1/08)
T00049	20	11	4:30 PM To 12:00 AM	Monday And Council Meeting Dates		Councillors Only As Indicated By A City Wide Parking Permit	(Added B/L 210-2008, Dec.1/08)
T00509	21	39	24 hours	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00350	21	39	9 am to 6 pm	Monday to Saturday, holidays excepted	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16

T00351	21	39		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16
T00510	22	110	24 hours 9AM to 12AM	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00353	22	110	9 am to 6 pm	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof or \$5.00 maximum per day	Added B/L 96-2016, Jun 20/16
T00465	22	110	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof- Maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00466	22	110		Sunday		\$1.75/hr or fraction thereof- Maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00511	23	241	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00446	23	241	9 a.m. to 6 p.m.	Monday to Saturday holidays excepted	3 hrs	\$1.75/hr or fraction thereof	Added B/L 66-2020, Apr 5/20
T00467	23	241	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted	3 hrs	\$1.75hr or fraction thereof- Maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00468	23	241		Sunday	3 hours	\$1.75hr or fraction thereof- Maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00453	24	North side 10 South Side 12	24 hours	7 days per week	North Side 3 hour, South Side 1 hour	Free	Added B/L 82-2020, Jun 15/20
T00361	25	37	9 am to 6 pm	Monday to Sunday holidays excepted	3 hour limit	\$1.75/hr or fraction thereof- Pay and display	Added B/L 96-2016, Jun 20/16
T00469	25	37	6:00 p.m. to 12:00 a.m.	Monday to Sunday holidays excepted		\$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00470	27	32	9:00 p.m. to 12:00 a.m.	Monday to Sunday holidays excepted		\$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00363	27	32	9 am to 9 pm	Monday to Sunday, holidays excepted	3 hour limit	\$1.75/hr or fraction thereof- Pay and display	Added B/L 96-2016, Jun 20/16
T00365	28	10	9 am to 6 pm	Monday to Staurday, holidays excepted	2 hours	\$1.75/hr or fraction thereof- Pay and display	Added B/L 96-2016, Jun 20/16

T00367	29	42	9 am 6 pm	Monday to Saturday, holidays excepted	3 hours	\$1.75/hr or fraction thereof- Pay and display	Added B/L 96-2016, Jun 20/16
T00368	29	42		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16
T00512	31	100	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00370	31	100	9 am TO 6 pm	Monday to Saturday	3 hours	\$1.75/hr or fraction thereof- Pay and display	Added B/L 96-2016, Jun 20/16
T00471	31	100	6:00 p.m. to 12:00 a.m.	Monday to Saturday		\$1.75/hr or fraction thereof- Pay and Display maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00472	31	100	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof- Pay and Display maximum \$3.00 flat fee	Added B/L 118-2020, Aug 24/20
T00375	34	56		7 days per week		\$2.00 flat rate fee for special events	Added B/L 96-2016, Jun 20/16
T00374	34	56	9 am to 6 pm	Monday to Saturday	3 hours	\$1.75/hr or fraction thereof	Added B/L 96-2016, Jun 20/16
T00376	34	56	6 pm to 12 am	Monday to Saturday		\$1.75/hr or fraction thereof	Added B/L 96-2016, Jun 20/16
T00473	34	56	9:00 a.m. to 6:00 p.m.	Sunday		\$1.75/hr or fraction thereof- Maximum \$2.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00513	35	19	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00378	35	19	9 am to 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00474	35	19	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof- pay and display - Maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00475	35	19	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof- pay and display - Maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20

T00514	36	19	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00382	36	19	9 am to 6 pm	Monday to Saturday	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00383	36	19	6 pm to 12 am	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof-pay and display-maximum \$2.00 flat rate fee	Added B/L 96-2016, Jun 20/16
T00384	36	19	9 am to 12 am	Sunday		\$1.75/hr or fraction thereof-pay and display-maximum \$2.00 flat rate fee	Added B/L 96-2016, Jun 20/16
T00386	37	18	9 am to 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00476	37	18	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof-pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00477	37	18	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof-pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00390	38	27	9 am to 6 pm	Monday to saturday holidays excepted	2 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16
T00478	38	27	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof-pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00479	38	27	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof-pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00515	39	27	24 hours	7 days per week		\$77 per month or fraction thereof plus taxes, \$924 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00394	39	27	9 am TO 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof-pay and display	Added B/L 96-2016, Jun 20/16

T00480	39	27	6:00 p.m. to 12:00 a.m.	Monday to Saturday holidays excepted		\$1.75/hr or fraction thereof- pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00481	39	27	9:00 a.m. to 12:00 a.m.	Sunday		\$1.75/hr or fraction thereof- pay and display - maximum \$3.00 flat rate fee	Added B/L 118-2020, Aug 24/20
T00093	55	137	24 Hours	7 Days Per Week	24 Hours	Free Of Charge	
T00312	56	36	7 am to 11 pm	7 days per week	3 hours Sept 30- June 1	no fee	Added B/L 65-2016, May 16/16
T00500	4-1	44	24 hours per day	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00398	4-1	44	9 am to 6 pm	Monday to saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00399	4-1	44		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16
T00501	4-2	51	24 hours per day	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00401	4-2	51	9 am to 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00402	4-2	51		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16
T00502	4-3	77	24 hours per day	7 days per week		\$66 per month or fraction thereof plus taxes, \$792 per year or fraction thereof plus taxes	Added B/L 159-2020, Dec 7-20
T00404	4-3	77	9 am to 6 pm	Monday to Saturday holidays excepted	3 hours	\$1.75/hr or fraction thereof- pay and display	Added B/L 96-2016, Jun 20/16
T00405	4-3	77		Sunday		Free of charge	Added B/L 96-2016, Jun 20/16

## Schedule "W"

ID#	ITEM	SHORT FORM WORDING	OFFENCE CREATING PROVISION	SET FINE
W00001	1	Park On Any Street In A State Of Abandonment	s.10(1)(a)	\$ 38.00
W00002	2	Park Within 3 Metres Of A Fire Hydrant	s.10(1)(b)	\$ 45.00
W00003	3	Park In An Alley	s.10(1)(e)	\$ 38.00
W00004	4	Park Obstructing Another Vehicle	s.10(1)(f)	\$ 38.00
W00005	5	Park Blocking A Driveway	s.10(1)(g)	\$ 38.00
W00006	6	Park Obstructing Traffic Movement	s.10(1)(i)	\$ 120.00
W00007	7	Park On Core Salt/Plough Route	s.10(1)(j)	\$ 38.00
W00008	8	Park In A Loading Zone	s.10(2)(a)	\$ 45.00
W00009	9	Park In A No Parking Zone	s.10(2)(b)	\$ 38.00
W00010	10	Park Within Cul-De-Sac	s.10(2)(f)	\$30.00
W00011	11	Park On A Highway With Weight Of 3,000 kg. Or More	s.10(3)	\$ 65.00
W00012	12	Park At Wrong Angle To The Curb	s.11	\$ 38.00
W00013	13	Park On Prohibited Side Of Road	s.12	\$ 38.00
W00014	14	Double Park	s.13	\$ 38.00
W00015	15	Park Or Stop More Than 30 cm. From Curb	s.14	\$ 38.00
W00016	16	Park Facing The Wrong Way	s.14	\$ 38.00
W00017	17	Stand In A No Standing Zone	s.17	\$ 50.00
W00018	18	Park, Stop Or Stand In A School Bus Zone	s.18(2)	\$ 45.00
W00019	19	Park Or Stop In A No Stopping Zone	s.19	\$ 50.00
W00020	20	Park Or Stop In A Bus Stop	s.20	\$ 45.00
W00021	21	Park In A Taxicab Stand	s.22	\$ 45.00
W00022	22	Park Or Stop In A Fire Route	s.31	\$ 108.00
W00049	23	Park on private property without consent	s.42	\$ 30.00
W00024	24	Park Outside Designated Parking Space	s.51	\$ 38.00
W00025	25	Park In A Lot With Weight Of 3,000 kg. Or More	s.52	\$ 65.00
W00052	26	Park With Fee Payment in Default	s53	\$27.50
W00053	27	Park At Meter Where the Time Has Expired and Needs Additional Monies	s54(a)	\$27.50
W00028	28	Park At A Meter That Is Out Of Order And Shows "Fail"	s.54(b)	\$ 27.50
W00055	29	Park at a meter that has no display or reads blank	s.54(c)	\$ 27.50
W00056	30	Park Over the Time Limit - Lots/Meters	s56	\$ 30.00
W00031	31	Park On A Boulevard/Sidewalk	s.7	\$ 38.00
W00032	32	Park Without Residential Permit	s.70(2)	\$ 45.00
W00057	33	Park Beyond Permitted Time	s.8	\$ 30.00
W00034	34	Park On A Highway With Weight Of 3,000 kg. Or More Between 10:00 PM And 6:00 AM	s.10(4)	\$ 60.00
W00035	35	Park Beyond 3 Consecutive Days In The Same Spot	s.10(5)	\$ 38.00



W00036	36	Park Within 15 Metres Of Main Entrance To Theatres, Apartments, Hospitals, Hotels	s.10(1)(c)	\$	38.00
W00037	37	Park Within 15 Metres Of Main Entrance To A Church	s.10(1)(d)	\$	38.00
W00038	38	Park Within 15 Metres Of A Railway Crossing	s.10(1)(k)	\$	38.00
W00039	39	Park Within 15 Metres Of An Intersection	s.10(2)(b)	\$	38.00
W00040	40	Park Within 7.5 Metres On The Same Side As A Fire Hall Is Located	s.10(2)(c)	\$	38.00
W00041	41	Park Along The Curb Adjacent To School Premises Between 8:00 AM And 5:00 PM	s.10(2)(e)	\$	38.00
W00042	42	Park Within 30 Metres Of A Pedestrian Crossover	s.20A	\$	38.00
W00043	43	Taxicab Not Parked In A Taxicab Stand While Waiting For A Hire Engagement	s.23	\$	38.00
W00044	44	Parked Without Consent On Property Owned Or Occupied By The Corporation	s.42(2)	\$	30.00
W00061	45	Park with parking permit not clearly displayed	s. 70(4), 21(4)	\$	30.00
W00047	46	Accessible Parking	21(12)	\$	440.00
W00046	47	Park or leave an unattached trailer of any kind on a street	10(7)	\$	37.00
W00050	48	Park, stand or stop on a front yard	s.42(3)	\$	30.00
W00058	49	Park or stop in a bicycle lane	10(6)(f)	\$	50.00
W00059	50	Park or stop in a designated electrical vehicle charging space	10(1)(n)	\$	50.00
W00060	51	Park a vehicle within 3 metres of either side of a community mailbox	10(1)(o)	\$	38.00

## Schedule "X"

ID#	GARAGE NO.	NO. OF VEHICLE	HOURS OF OPERATION	DAYS OF OPERATION	PARKING FEE
X00057	1	578	24 hours per day	7 days per week	\$1.75 /hr or fraction thereof
X00060	1	578		7 days per week	\$2.00 flat rate for special events
X00059	1	578		7 days per week	Maximum daily charge shall be \$15.00 per day
X00076	1	578	24 hours per day	7 days per week	\$110.00 per month or fraction thereof plus taxes-monthly parkers must park in accordance with parking regulations as specified in the monthly parking lease
X00056	1	578	7 a.m. to 10 p.m.	Monday to Saturday	RESERVED PARKING Level 1 north/west corner first three spaces
X00062	2	354	24 hours per day	7 days per week	1.75/hr or fraction thereof
X00064	2	354	24 hours	7 days per week	Maximum daily charge shall be \$15.00 per day
X00065	2	354	24 hours	7 days per week	2.00 flat fee for special events
X00070	2	23	24 hours per day	7 days per week	\$1.75/hr or fraction thereof - Pay and Display
X00071	2	20	24 hours per day	7 days per week	\$1.75/hr or fraction thereof - Pay and Display
X00077	2	354	24 hours per day	7 days per week	\$110.00 per month or fraction thereof plus taxes-monthly parkers must park in accordance with parking regulations as specified in the monthly parking lease

BY-LAW NUMBER 28-2022

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 17<sup>th</sup> DAY OF JANUARY, 2022

Passed the 17<sup>th</sup> day of January, 2022.

**WHEREAS** it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - January 17, 2022  
Second Reading- January 17, 2022  
Third Reading - January 17, 2022



**Council Questions: SCM 16/2022**

**Subject: Summary of Outstanding Council Questions as of January 13, 2022**

**OUTSTANDING COUNCIL QUESTIONS**

Just a reminder that this is quoted from the 2004 Council report:

**“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”**

**Outstanding:**

- 2016 – 1
- 2017 – 1
- 2018 – 2
- 2019 – 5
- 2020 – 9
- 2021 – 18

**2016**

**Total Outstanding: 1**

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Comm. Legal & Legislative Services	<p><b>CQ10-2016</b></p> <p>Asks that administration report back on best practices from other cities regarding metered on-street accessible parking AND to provide feasibility and cost of implementing free metered parking for residents with Accessible Parking Permits.</p> <p>ST2016 (February 22, 2016)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p> <p><b>CR414/2019</b> <b>ETPS691</b> Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)</p>

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Chief Administrative Officer	<p><b>CQ36-2017</b>                      Asks that Administration report back on the 100 resilient cities program which is funding the position of a Chief Resiliency Officer in 4 Canadian cities – and report back on cost and benefits of establishing the position of a Chief Resiliency Officer both in Windsor and regionally.</p> <p>AS/8286 (September 5, 2017)</p>	<p><b>Type of Response Required</b>                      -Written Report</p>

**Total Outstanding: 2**

<b>COUNCIL MEMBER</b>		<b>QUESTION – ISSUES RAISED</b>	
Payne	Comm. Legal & Legislative Services	<p><b>CQ14-2018</b>                      Asks for a report soon on the feasibility of installing a school crosswalk on Cabana Road East in the vicinity of Roseland Public School for the safety of children crossing in light of the recent widening of the street to four lanes.</p> <p>ST2018 (August 27, 2018)</p>	<p><b>Type of Response Required</b>                      -Written Report</p> <p>This CQ is still active because the report was prepared and deferred</p>
Bortolin	City Planner	<p><b>CQ 26-2018</b>                      Asks that Administration Planning Department) report back with potential options and timelines for potentially adding secondary suites to our downtown CIP incentive packages as a result of the recent By-Law change.</p> <p>SPL2018 (October 15, 2018)</p>	<p><b>Type of Response Required</b>                      -Written Report</p>

**Total Outstanding: 5**

<b>COUNCIL MEMBER</b>		<b>QUESTION – ISSUES RAISED</b>	
McKenzie	Chief Administrative Officer	<p><b>CQ 7-2019</b>                      Asks that in light of the recent announcement from FCA to eliminate the third shift at the Windsor Assembly Plant and understanding the gravity of the economic impact to our community where as many as 10,000 jobs may be lost or affected, that Administration develop a proposal for Council’s review that could incent FCA to consider the possibility of introducing a new product into the Windsor Assembly Plant Facility. In doing so Administration should consider how existing City of Windsor economic development programs could be applied or amended to create a proposal that can help to protect the jobs now at risk both at the Windsor Assembly Plant and across the community generally.</p> <p>SPL/10759 (April 15, 2019)</p>	<p><b>Type of Response Required</b>                      -Written Report</p>
Holt	Comm. Infrastructure Services	<p><b>CQ 12-2019</b>                      Asks that Administration update Council on the Residential Parking Permit Policy, outlining how it can be improved, whether it is accomplishing its stated goals, and recommending changes in the policy to better serve residents in areas with high demand for on-street parking.</p> <p>ST2019 (May 6, 2019)</p>	<p><b>Type of Response Required</b>                      -Written Report</p> <p>Referred back to Admin                      CR445/2021</p>
Gignac	Comm. Community Services	<p><b>CQ 16-2019</b>                      Asks that Administration prepare a maintenance plan for East Bank of Little River where resident delegations identified a noxious, invasive plant (weed) issue.</p> <p>SR2019 (July 8, 2019)</p>	<p><b>Type of Response Required</b>                      -Written Report</p> <p>CR655/2020                      Additional info requested.</p>
Bortolin	Comm. Legal & Legislative Services	<p><b>CQ 23-2019</b>                      Asks that Administration report back on the potential options around licensing and zoning payday loan establishments with input from legal, licensing, zoning and social services. As well as how other jurisdictions have proceeded on this issue.</p> <p>SW2019 (September 9, 2019)</p>	<p><b>Type of Response Required</b>                      -Written Report</p>



Holt	Comm. Infrastructure Services	<p><b>CQ 24-2019</b></p> <p>Asks that Administration report back to council at the September 23, 2019 meeting with addendums to the By-law that identifies 2 of the 9 BIA's as "Tourist Destinations" that extend this benefit to all BIA's and take advantage of the pending wayfinding signage program equally.</p> <p>SW2019 (September 9, 2019)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p> <p>CR565/2019 Referred to WIBIAC for comment</p>
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**Total Outstanding: 9**

<b>COUNCIL MEMBER</b>		<b>QUESTION – ISSUES RAISED</b>	
McKenzie	Community Development & Health Commissioner and to City Planner/Executive Director of Planning & Building	<p><b>CQ 4-2020</b>            That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed.</p> <p>SS2020 (February 3, 2020)</p>	<p><b>Type of Response Required</b>            -Written Report</p>
Kaschak	Comm. Legal & Legislative Services	<p><b>CQ 7-2020</b>            Asks that if Council decides to move forward with reducing the speed limit to 40 km/h on all city residential streets, that administration advise of the timelines and cost to implement this across the city.</p> <p>ST2020 (March 2, 2020)</p>	<p><b>Type of Response Required</b>            -Written Report</p> <p>CR559/2020            Referred to Admin.</p>
Francis	Chief Administrative Officer	<p><b>CQ8-2020</b>            Asks Administration to prepare a report for Council's consideration regarding new initiatives, put in place to battle Covid19, that can remain in place to increase safety measures, efficiencies, environmental measures and cost savings moving forward. These measures might include paperless agendas and digital participation in meetings of council, among others.</p> <p>MH/13786 (April 27, 2020)</p>	<p><b>Type of Response Required</b>            -Written Report</p>
Bortolin	Executive Director Human Resources	<p><b>CQ15-2020</b>            Ask that administration prepare a report outlining costs and procedures to begin collecting and reporting on data across the corporation tied to visible minority population. This data will be used to help guide future policy decisions and be shared for public consumption. Using other municipalities as comparators and also include any agencies in which the data is tied to. Also, look to connect with the Community Safety &amp; Wellbeing initiative to see where overlapping efforts can be made to share data across the corporation.</p> <p>GM2020 (July 13, 2020)</p>	<p><b>Type of Response Required</b>            -Written Report</p>

Costante	Executive Director Human Resources	<p><b>CQ17-2020</b></p> <p>It is important that we recognize and acknowledge the historic and systemic nature of racism and discrimination in our country and our City. We understand that to move forward and promote equity and eliminate anti-racism requires reaching out to and hearing from the voices of those in our community and Corporation most impacted by discrimination and racism.</p> <p>In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that everyone is treated with respect. As such, I am seeking the input and recommendations of Administration and our Diversity Advisory Committee on the viability of:</p> <ol style="list-style-type: none"> <li>1. Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative.</li> <li>2. Seeking the input of those in our Corporation and related entities and our community most affected by racism and discrimination, regarding barriers to hiring and advancement in our Corporation and related entities as part of the Diversity and Inclusion Initiative.</li> <li>3. Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future.</li> </ol> <p>APM2020 (July 13, 2020)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
McKenzie	Comm. Legal & Legislative Services	<p><b>CQ21-2020</b></p> <p>That given the significant cluster of developments through the Howard Avenue corridor between Cabana and South Cameron and increasing concerns among current residents around the capability of the municipal infrastructure directly impacted to support these developments, that Administration prepare a report evaluating those capacities and what if any appropriate investments should proceed in order to accommodate the new developments. The analysis should include a consolidated traffic impact study, an analysis of the condition of the roadway, the need for traffic management</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>

		infrastructure and/or traffic calming as well as active transportation capacities or deficiencies.  ST2020 (July 27, 2020)	
McKenzie	Comm. Legal & Legislative Services	<b>CQ26-2020</b> That Administration bring back a report that outlines the challenges and opportunities to develop a local procurement policy.  AL2020 (September 14, 2020)	<b>Type of Response Required</b> -Written Report
McKenzie	City Planner	<b>CQ32-2020</b> That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy.  SRT2020 (December 7, 2020)	<b>Type of Response Required</b> -Written Report
Sleiman	Chief Building Official	<b>CQ33-2020</b> I ask the City Administration to report back with a written report outlining the number of days it takes to get a building permit and compare it to other municipalities of similar size. I also ask Administration to devise methods of improving the speed of the permitting process.  SB2020 (December 7, 2020)	<b>Type of Response Required</b> -Written Report

**Total Outstanding: 18**

<b>COUNCIL MEMBER</b>		<b>QUESTION – ISSUES RAISED</b>	
Holt	Comm. Infrastructure Services	<p><b>CQ 2-2021</b> Asks that Administration report back to council on the options before us to restructure our residential parking permit system following the Mississauga model illustrated in the 2021 budget report. The goal of following this structure would be to increase the fees for each subsequent permit applied for while accomplishing the financial goals laid out in the budget document.</p> <p>ST2021 18.3 (March 8, 2021)</p>	<p><b>Type of Response Required</b> -Written Report</p>
Holt	Comm. Infrastructure Services	<p><b>CQ 3-2021</b> Ask that Administration conduct a parking assessment of the 9 BIAs with the goals of providing enough on/off-street parking to satisfy the business needs without patrons spilling into abutting residential neighbourhoods. If land acquisitions are deemed necessary to fulfil these needs with the construction of additional off-street municipal lots, plan and prioritise individual needs.</p> <p>ST2021 18.4 (March 8, 2021)</p>	<p><b>Type of Response Required</b> -Written Report</p> <p>Referred to 2023 Budget Deliberations</p>
Bortolin	Comm. Community Services	<p><b>CQ 6-2021</b> Ask Administration to report back with a recommended catalogue of street closures for events in the City. The catalogue should include consultation with the Special Events Resource Team (SERT) as well as the total costs associated with each street closure. Furthermore, Administration should breakdown all fees associated with each street closure and identify potential savings for event organizers.</p> <p>SR2021 &amp; SAS/2021 18.1 (March 29, 2021)</p>	<p><b>Type of Response Required</b> -Written Report</p>
Gignac	Executive Director of Human Resources	<p><b>CQ 7-2021</b> Asking Administration to provide a report to Council outlining the policy that regulates procedures after an accident involving City vehicles and any amendments they might propose to update it.</p> <p>ACD2021 &amp; AL2021 18.2 (March 29, 2021)</p>	<p><b>Type of Response Required</b> -Written Report</p>

Costante	Comm. Infrastructure Services/ Executive Director of Operations	<p><b>CQ 9-2021</b></p> <p>That Administration report to council on the current street sweeping level of service, as well as historical levels achieved over the last 3 years, and that the report include ways to enhance sweeping services in the spring and in the fall, after the leaves have fallen, as well as a summary of how these services are provided in other comparable municipalities.</p> <p>SW2021 (June 7, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Gill	Comm. Infrastructure Services/City Planner	<p><b>CQ 13-2021</b></p> <p>Whereas in Ward 7 this is the third time that the same basements have been flooded spanning from 2008, 2016, 2017 and even last week in June 2021 from the inadequate storm water management. This is unacceptable for residents of this area as many of the damages are not covered by insurance and residents are left to pay out of pocket on many separate occasions; and whereas,</p> <p>In 2017, there was a resident meeting with administration to discuss the flooding issues. I would like to ask administration what the findings were from the 2018 meeting and what measures were put in place to resolve this issue; and,</p> <p>I would like to ask administration what the findings from their studies on the recent flooding issues in June 2021 were and what measures they will now be taking to rectify this problem. I request that administration report back to council in detail with viable action solutions, as soon as possible to mitigate the situation that is getting worse for many residents in Ward 7.</p> <p>I urge that we put a pause on other developments until we have remedied these urgent problems and set up a system to prevent future flooding.</p> <p>SW2021 (July 5, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Holt	Chief Building Official	<p><b>CQ 14-2021</b></p> <p>Asks that our Active Transportation Coordinator REPORT BACK to the Environment Transportation and Public Safety standing committee on the opportunities to convert strategic remaining alleys in Windsor to active transportation routes and linear parks connecting neighbourhoods before they are sold to abutting land owners. These should augment our current</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>

		Active Transportation Plan as well as connecting key pedestrian generating land uses which may not be identified and accommodated in that master plan.  SAA2021 ST2021 (July 19, 2021)	
Costante	Commissioner, Infrastructure Services	<b>CQ 15-2021</b> Asks that Administration report back on the possible causes of flooding on July 16th based on data collected, and that administration further provide any potential solutions moving forward.  SW2021 (July 19, 2021)	<b>Type of Response Required</b> -Written Report
Gignac	Windsor Police Services	<b>CQ 16-2021</b> Asks that Administration request an update from W.P.S. on enforcement of the Vehicle Noise By-Law.  SP2021 (July 19, 2021)	<b>Type of Response Required</b> -Written Report
McKenzie	Comm. Legal & Legislative Services	<b>CQ 17-2021</b> Asks that, to promote greater public safety for all people, that Administration work to develop a by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration.  AB2021 & MH2021 18.1 (July 26, 2021)	<b>Type of Response Required</b> -Written Report
Gignac	Comm. Infrastructure Services	<b>CQ 18-2021</b> Asks that Administration review the current truck routes in Windsor and bring a report with recommendations to Council on updating it as soon as possible.  ST2021 18.2 (July 26, 2021)	<b>Type of Response Required</b> -Written Report
Gill	Windsor Police Services	<b>CQ 21-2021</b> Asks that Administration and Windsor Police bring a citywide report back to council, there has been an increase in crime in Windsor and especially at the Forest Glade Park. I would like to ask what measures are in place to help combat these issues and what steps will be	<b>Type of Response Required</b> -Written Report

		<p>taken going forward to prevent these problems from reoccurring. Residents are concerned for their safety and I would like to ask what actions can be taken in the future to help protect the community from such crime and violence.</p> <p>SP2021 18.3 (September 27, 2021)</p>	
Gignac	Licence Commissioner	<p><b>CQ 22-2021</b></p> <p>Asks what vehicles fall under the new city Noisy Vehicle bylaw and how By-Law enforcement and Police are co-ordinating to ensure compliance</p> <p>AB2021 18.4 (September 27, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Kaschak	Licence Commissioner	<p><b>CQ 23-2021</b></p> <p>Asks that Administration provide an update for the October 18<sup>th</sup> meeting of Council regarding the Council approved 2 year pilot project to increase our Bylaw Enforcement Officers hours of work to 37.50 and the preliminary results achieved to date.</p> <p>AS2021 18.5 (September 27, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Costante	Licence Commissioner	<p><b>CQ 24-2021</b></p> <p>Asks Administration to report back on the possibility of having a city-wide bylaw to require all property owners to maintain their properties free from rodents and further researching best practices from other municipalities.</p> <p>AB2021 18.1 (October 4, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Gill	Commissioner, Community Services	<p><b>CQ 25-2021</b></p> <p>Asks that Administration report back to the council with an estimated cost from enacting The Windsor Police Service's recommendations on the short term solutions to improve the skate parks in Windsor, in terms of lighting and installation of cameras, specifically for the Forest Glade Park</p> <p>SP2021 (October 25, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
Gignac	City Planner	<p><b>CQ 26-2021</b></p> <p>Asks that Administration research what municipal zoning bylaws may be in place in other municipalities in Ontario or across Canada that regulate Cannabis retail outlets/consumption areas.</p> <p>GP/13047 18.3 (November 1, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>



Costante	Commissioner, Infrastructure Services	<p><b>CQ 27-2021</b></p> <p>Asks that Administration report back on opportunities to amend the warrant matrix and incorporate additional factors when determining the installation of 4-way stops in our residential neighbourhoods. This may include certain factors in the warrant threshold be lowered or amended, and may also include other factors such as petitions and school zones to be incorporated in the overall matrix.</p> <p>ST2021 (November 15, 2021)</p>	<p><b>Type of Response Required</b></p> <p>-Written Report</p>
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/sg  
as of January 13, 2022



**Council Directives: SCM 15/2022**

**Subject: Outstanding Council Directives as of December 13, 2021**

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 17, 2012	CR293/2012	16287	City Planner	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" <b>BE DEFERRED</b> as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred by Council, as per the Commissioner, Legal & Legislative Services.
August 24, 2015	CR159/2015 Clause XI	17893		<b>"Corporate Payroll Business Process Review UPDATE":</b> That the final FTE staffing changes reductions and resultant project savings and completions, <b>BE REPORTED</b> to City Council as part of or prior to the 2018 budget process	Q1 2021
May 16, 2016	CR334/2016	S 76/2016	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	THAT City Council AUTHORIZE the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) <b>BE REQUIRED</b> to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	Ongoing as required

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 19, 2016	CR594/2016	C 176/2016	Chief Administrative Officer	<p>THAT City Council APPROVE the allocation of \$400,000 for the design, creation, installation and unveiling of a commemorative statue to honour the life and work of Hiram Walker; and,</p> <p>THAT City Council APPROVE that \$390,000 BE FUNDED from the 2014 Enhanced Capital Budget Contingency Placeholder for this project with the remaining \$10,000 to BE FUNDED from Councillor Holt's 2016 ward funds; and,</p> <p>THAT City Council APPROVE the sole source retention of artist Mark Williams for the creation, fabrication and installation of a statue/sculpture depicting Hiram Walker and DIRECT administration to prepare an agreement to retain the services of Mr. Williams accordingly; and,</p> <p>THAT the CAO and Commissioner, Legal &amp; Legislative Services BE AUTHORIZED to take any other steps as may be required to bring effect to these resolutions, satisfactory in form to the Commissioner, Legal &amp; Legislative Services, in financial content to the Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer, and in technical content to the Commissioner, Infrastructure Services; and,</p> <p>THAT the CAO and Commissioner, Legal &amp; Legislative Services BE AUTHORIZED to sign any required documentation as it relates to this project, satisfactory in legal form to the Commissioner, Legal &amp; Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer; and further,</p> <p>THAT administration REPORT BACK on fundraising efforts towards this project within six months.</p>	CAO 4032 - To be completed 2020

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 6, 2017	CR59/2017	CM 59/2016	City Planner	<p>THAT the report of the City Planner dated October 26, 2016 entitled "Response to CQ34-2016: Design Guidelines for fencing along Riverside Drive" <b>BE RECEIVED</b> for information; and further,</p> <p>THAT Administration <b>BE DIRECTED</b> to prepare a report for Council's consideration that would:</p> <ul style="list-style-type: none"> <li>- Institute a by-law standard for decorative fencing and parking areas along Riverside Drive (both the north and south sides of Riverside Drive); and</li> <li>- Include options for incentivizing existing commercial and industrial property owners to be able to upgrade their existing fencing along the waterfront side of Riverside Drive; and</li> </ul> <p>Include costing for decorative fencing from just east of Hiram Walker's all the way to Strabane.</p>	
August 8, 2017	CR472/2017	C 123/2017	Manager Real Estate Services	That Administration <b>REPORT BACK</b> with respect to conducting an EOI for the rental of the commercial space in the Goyeau Street Parking garage.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 16, 2017	CR648/2017	C 180/2017	Chief Administrative Officer	<p>... That pending the restoration of the Street Car #351, City Council APPROVE IN PRINCIPLE the installation of Street Car #351 into a Riverfront Park location with a future report to City Council for site location approval and funding request to install at said location and to develop a maintenance fund for future requirements; and further,</p> <p>That administration BE DIRECTED to undertake a public consultation process on this project, and that following this process, that an administrative report BE PREPARED for Council's consideration no later than 6 months after the Trolley is accepted from the current owner, to provide options as to usage if it is for some kind of vending (e.g., food and/or drink) or anything of that nature, including costs for transportation, placement, and potential sites; and further,</p> <p>That the CAO and Commissioner, Legal &amp; Legislative Services BE AUTHORIZED to sign any other documents required to bring effect to these resolutions, in form satisfactory to the Commissioner, Legal &amp; Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer/Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer, and in technical content to the Corporate Leader of Parks, Recreation, Culture and Facilities and Executive Director of Recreation and Culture; and further,</p>	CR297/2018 Fundraising Ongoing
January 15, 2018	B32/2018	S 184/2017	City Forester	<p>THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan <b>BE RECEIVED</b>; and further,</p> <p>THAT funding for the Preventative Tree Maintenance Program in the estimated annual amount of \$2,080,000 beginning in 2019 <b>BE REFERRED</b> to future Capital budget deliberations; and,</p> <p>That Administration <b>PROVIDE</b> information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information <b>BE PROVIDED</b> during the 2019 Budget deliberation process.</p>	Will be included in Capital Variance Report 2021

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 26, 2018	CR155/2018	C 52/2018	Commissioner, Infrastructure Services	<p>...That the Purchasing Department BE AUTHORIZED to issue a Purchase Order to Haddad, Morgan and Associates Ltd. to provide engineering services related to the redevelopment of 6700 Raymond Ave (former Concord School site) for an upset limit of \$75,500 plus taxes; and further,</p> <p>That the Commissioner, Infrastructure Services or designate BE AUTHORIZED to issue the requisite tender for the construction works required for the redevelopment and FURTHER that once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.</p>	<p>On hold pending Planning's review of tiny houses as asked by Councillor Gignac Now that the SMP is complete we need to review the impact of this development however the concepts are still being developed by Planning - update towards end of Dec. 2020</p>
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	<p>That the correspondence from the Ministry of Education dated April 27, 2018 regarding an update to Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) <b>BE RECEIVED</b>, and further, that Administration <b>BE DIRECTED</b> to prepare a report for Council's consideration in terms of the possibility for applying on the City of Windsor's behalf for the Call of Proposals being issued this summer to participate in the Voluntary Integrated Planning and Partnerships Initiative (VIPPi), to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.</p>	
May 7, 2018	CR253/2018	C 76/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>...That all expenditures made under the exemption <b>BE REPORTED</b> to Council by the 2022 CAN-AM Police-Fire Games General Manager within a reasonable time following the conclusion of the Project.</p>	
May 7, 2018	CR265/2018 ETPS 597	SCM 178/2018 & S 59/2018	Commissioner, Community Services	<p>That the report of the Manager of Parks Development dated March 28, 2018 entitled "Response to CQ4-2016 Lighting at Riverfront Walkway Near Askin Boulevard" <b>BE RECEIVED</b> for information; and,</p> <p>That a report be <b>BROUGHT BACK</b> as part of the 2021 budget deliberations relative to the matter so that council can debate the allocation of the Central Riverfront Park Improvement placeholder funds, including consideration of lighting the riverfront walkway.</p>	<p>Stand alone report or as part of Capital Budget submissions under CRIP or lighting projects for 2021</p>

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR275/2018	C 77/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council <b>PROVIDE</b> Riverwest with the City's copyright permission to use banners with the likeness of public artwork owned by the City on condition that Riverwest agrees that the banners contain an acknowledgement of the artists who produced the original artwork; and further,  That Council <b>APPROVE</b> the requested \$5000 indemnity and that this <b>BE CHARGED</b> to the Budget Stabilization Reserve Fund (BSR) and that Administration <b>BE DIRECTED</b> to prepare a draft policy for Council's consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	
June 4, 2018	CR333/2018 Clause VII	S 235/2017 & SCM 75/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	VII. That Administration <b>REPORT BACK</b> to City Council regarding the catalyst project designation under the Building/Property Tax Increment Grant Program.	
August 27, 2018	CR472/2018	C 148/2018	City Planner	That the Walkerville area <b>BE SELECTED</b> as a pilot project area for the Districting Initiative and generally bounded on the north by the Detroit River, on the south by Niagara Street, on the east by Walker Road, and to the west by Gladstone Avenue.  That a design and costing consultant at a cost not to exceed \$100,000.00 (plus HST) <b>BE RETAINED</b> for purposes of performing a higher level design analysis/value engineering and market costing so that the most accurate budget estimates can be obtained and further approved by Council prior to project selection/execution; and further,  That the cost of the design and costing consultant <b>BE FUNDED</b> from the 2018 Enhanced Budget for District Theming previously approved for spending by Council via CR123/2018; and,  That a future Council Report <b>BE PREPARED</b> by the City Planner recommending and describing the specific Walkerville Districting projects to be completed with estimated budgets and timelines for completion.	



### Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 17, 2018	CR503/2018 ETPS 630	SCM 332/2018 & C 122/2018	Commissioner, Community Services	<p>That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, <b>BE RECEIVED</b> for information; and,</p> <p>That City Council <b>BE ADVISED</b> that Administration will return to Council in January 2019 to request the approval to proceed with this project and release the 2023 funding allocated as part of the 2018 Enhanced Budget, and further,</p> <p>That Administration <b>BE DIRECTED</b> to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.</p>	Wayfinding signage at Little River Corridor install Spring 2020 as Pilot. Report to follow on year after review of pilot (summer/fall 2021)
September 17, 2018	CR512/2018 PHED 589	SCM 257/2018 & SCM 207/2018	City Planner	<p>That Report No. 7 of the Windsor Housing Advisory Committee indicating: That the "Draft" Official Plan policies relating to second unit policies BE ACCEPTED and further, that the recommendation of the Housing Advisory Committee proceed to the Planning, Heritage and Economic Standing Committee and to City Council as expeditiously as possible, <b>BE APPROVED</b>; and,</p> <p>That Administration <b>REPORT BACK</b> to Council on best practices from surrounding Municipalities regarding heights and set back requirements for ancillary structures.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 1, 2018	CR550/2018	S 165/2018	Commissioner, Community Services	<p>That the report from Glos Associates Inc. titled "Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study" and dated September 10, 2018 <b>BE RECEIVED</b>; and further,</p> <p>That Council <b>APPROVE</b> OPTION #2 – Construct a new greenhouse complex at Jackson Park- as the preferred solution; and further,</p> <p>That Council <b>REFER</b> consideration of the associated funding for the chosen option to the 2019 budget deliberations; and further,</p> <p>That subject to funding being approved in the Capital Budget, Administration <b>BE DIRECTED</b> to construct a new greenhouse complex at Jackson Park inclusive of the expansion space for in-house plant production and thereafter proceed to demolish the existing Lanspeary Park Greenhouse Complex, taking into consideration any heritage features or buildings contained thereon, and restore the subject area to parkland; and further,</p> <p>That Administration <b>BE DIRECTED</b> to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further,</p> <p>That Administration <b>BE DIRECTED</b> to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in-house).</p>	<p>Info on production numbers will be included in the report for approving the precommitment of remaining funds required anticipated in early January 2021. Lanspeary redevelopment plans/report will follow public open house, late 2021 early 2022.</p>

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 7, 2019	CR4/2019	C 217/2018	Chief Administrative Officer	<p>1. That City Council <b>AUTHORIZE</b> Administration to proceed with, and <b>PRE-COMMIT</b> funding for, the additional 2018 Enhanced Capital Projects identified in Appendix A for the 2019 calendar year; and,</p> <p>2. That the award of tenders or RFP's for the identified works <b>BE PRE-APPROVED</b>, subject to being within the allocated budget and in accordance with Purchasing by-law 93-2012, and that the Chief Administrative Officer and Commissioner, Legal &amp; Legislative Services <b>BE AUTHORIZED</b> to sign all relevant agreements, in form satisfactory to the Commissioner, Legal &amp; Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer and in technical content satisfactory to the Commissioner, Infrastructure Services, City Planner or Corporate Leader of Parks, Recreation, Culture and Facilities; and,</p> <p>3. That Administration <b>REPORT BACK</b> to City Council through a Communication Report(s) the results of all tenders that were awarded and approved, with any that require additional funding to be reported to Council separately.</p>	
February 4, 2019	CR35/2019	C 11/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council <b>APPROVE</b>, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and,</p> <p>That City Council <b>DELEGATE</b> authority to the Asset Planning Steering Committee to provide oversight to the implementation of this framework and to amend the guidelines and tools as may be deemed necessary as such guidelines and tools are integrated within the Corporation; and further,</p> <p>That Administration <b>BE DIRECTED</b> to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 25, 2019	CR120/2019	C 43/2019	Commissioner, Legal & Legislative Services	That the report of the Commissioner, Corporate Services Chief Financial Officer & City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further, That in a municipal election year, NO COUNCILLOR SHALL BE PERMITTED to commit to any conferences after the date of an election in a municipal election year; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
April 1, 2019	B8/2019	C 226/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That City Council <b>RECEIVE</b> the 2019 Capital Budget 7-Year Plan documents reflective of approx. \$845.104 M in total funding; and...  That Administration <b>BE DIRECTED to REPORT BACK</b> to Council regarding the infrastructure deficit and a high-level plan to address it; and,  As amended a total of \$240,000 from the 2019 Grant Matching and Inflationary Pressures project (FIN-001-19) be reallocated to: Capitol Theatre Capital Improvements (ENG-010-17) in the amount of \$40,000 for the new Marquee sign and Pedestrian Crossing (OPS-001-19) in the amount of \$200,000 for priority pedestrian crossings as identified in agenda Item 11.14.	
April 1, 2019	B14/2019	C 188/2018	Commissioner, Infrastructure Services	That Council <b>FORMALLY REQUEST</b> the Lieutenant Governor of Ontario for permission to divest of the City-owned shore wall along Lake St. Clair; and,  That Administration <b>FURTHER REPORT BACK</b> with respect to the question regarding possible transfer ownership of shore walls and associated land; and...	Letter sent to ERCA Richard Wyma on November 2019. Letter sent by CAO to MNRF January 16, 2020 c/o Mitch Wilson. Cannot be responded to until a response is received. It will likely be a year or more. September 9, 2020 - Lt Gov. has not yet responded

### Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 1, 2019	B61/2019	Reference #C118	Chief Executive Officer Windsor Library	That the recommended "Addition of Friday Branch Hours" (Budget Issue #2019-0358) in the amount of \$98,412 <b>BE NOT APPROVED</b> , and that it <b>BE FUNDED</b> through one-time dollars and that Administration <b>REPORT BACK</b> in 2020.	
May 6, 2019	CR204/2019	C 66/2019	Commissioner, Legal & Legislative Services and Licence Commissioner	That the report of the Manager of By-law Enforcement dated April 3, 2019 entitled "CQ19-2018 – Blitz By-Law Enforcement" <b>BE RECEIVED</b> ; and further,  That administration <b>BE DIRECTED</b> to prepare a report analyzing whether or not proactive by-law blitz would over time decrease the amount of complaints received, perhaps by engaging a part-time officer one day a month dedicated to such a blitz.	
May 6, 2019	CR210/2019	C 78/2019	Community Development and Health Services Commissioner – Corporate Leader Social Development and Health	That the report from the Commissioner of Community Development and Health Services and the Administrator/Executive Director of Huron Lodge Long-Term Care Home <b>BE RECEIVED</b> for information; and further...  That the Chief Administrative Officer and Commissioner, Legal & Legislative Services <b>BE AUTHORIZED</b> to execute any documents required to establish and participate in the Ontario Health Team, such that any funding does not create an additional annualized cost without the prior approval of City Council, and subject to legal approval by the Commissioner, Legal & Legislative Services, financial approval by the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical approval by the Community Development and Health Commissioner and Executive Director of Huron Lodge; and further,  That Administration <b>BE DIRECTED</b> to provide appropriate reports to City Council as the Ontario Health Team is established in Windsor and Essex County.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR322/2019	C 68/2019	Chief Building Official	<p>That a vacant building registry <b>NOT BE IMPLEMENTED</b> at this time and the vacant building initiative (VBD) <b>BE EXTENDED</b> to July 2020; and,</p> <p>That Building Administration <b>CONTINUE TO REVIEW</b> the effectiveness of the VBI program and <b>PROVIDE</b> City Council costing options to maintain permanent pro-active vacant building enforcement as part of the 2020 Building Inspections budget submission; and,</p> <p>That a sixth goal <b>BE ADDED</b> to the 5 program goals listed in the report, specifically “To mitigate visible blight for the affected neighbourhood”; and,</p> <p>That administration <b>BE DIRECTED</b> to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report <b>ALSO INCLUDE</b> options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.</p>	
July 8, 2019	CR334/2019	SCM 205/2019 & S 102/2019	City Planner	<p>That this Council Report responding to CQ 1-2019 on the benefits and process to designating Walkerville a Heritage Conservation District under the Ontario Heritage Act <b>BE RECEIVED FOR INFORMATION</b>; and,</p> <p>That Administration <b>BE DIRECTED</b> to proceed with the implementation of the Walkerville Heritage Conservation District Study; and,</p> <p>That administration <b>PROVIDE</b> a fulsome report to the Development and Heritage Standing Committee outlining the process, timelines and next steps.</p>	

**Outstanding Council Directives Tracking Log**

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR340/2019	SCM 183/2019 & S 97/2019	Commissioner, Human & Health Services	<p>...That Administration <b>BE DIRECTED</b> to bring the Community Safety and Well-being Plan to City Council and the Windsor Police Services Board in sufficient time to be adopted prior to the Provincial government's deadline of January 1, 2021; and further,</p> <p>That the Commissioner of Community Development and Health Services or her designate <b>BE REQUESTED</b> to provide regular updates to the Community Services and Parks Standing Committee over the process of development and implementation of the Community Safety and Well-being Plan.</p>	CR337/2020 Extended deadline
July 8, 2019	CR347/2019	SCM 190/2019 & S 79/2019	Commissioner, Human & Health Services	<p>...That the Chief Administrative Officer and Commissioner, Legal &amp; Legislative Services <b>BE AUTHORIZED</b> to execute any agreements, documents and forms required to establish and participate as a Prototype, Service System Manager and/or Direct Delivery Agent, such that any funding does not create an additional annualized City cost without the prior approval of City Council. Authorization would be subject to approval as to legal content by the Commissioner, Legal &amp; Legislative Services, as to financial content by the Commissioner, Corporate Services Chief Financial Officer &amp; Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer and Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer designate, and as to technical content by the Community Development and Health Services Commissioner and the Commissioner, Human &amp; Health Services; and further,</p> <p>That Administration <b>BE DIRECTED</b> to provide appropriate reports and updates to City Council regarding the Ontario Works – Employment Ontario Transformation as information becomes available.</p>	
August 26, 2019	CR424/2019	S 129/2019	Senior Manager Asset Planning	<p>That City Council <b>RECEIVE</b> and <b>APPROVE</b> the attached Asset Management Plan for the City of Windsor in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal ; and further,</p> <p>That the report of the Manager of Asset Planning dated July 8, 2019 entitled “Corporate Asset Management Plan” <b>BE DEFERRED</b> to the 2020 Budget Deliberations to allow Council to consider the additional recommendations in the report.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 7, 2019	CR495/2019 Clause 6	C 162/2019	Sokol- Asset Planning	1 – That Council AUTHORIZE administration to negotiate a Municipal Sewer Access Agreement between the City of Windsor and Noventa Energy Partners Ltd. for the purpose of connecting to the City’s sanitary sewer trunk line at a designated location along Riverside Drive, satisfactory in form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and... 6 – That Council DIRECT administration to report back detailing the outcome of the negotiated agreements and other related matters contained in this report.	
October 7, 2019	CR518/2019	SCM 358/2019 & S 146/2019	Executive Director of Operations	That this report in response to CQ 12-2019 – Residential Parking Permit Policy <b>BE RECIEVED</b> by Council for information; and,  That Council <b>RESCIND</b> the Onstreet Parking Permits for Agencies Policy as adopted in CR418/2004; and,  That Council <b>APPROVE</b> the Agency Parking Permit Policy as proposed in Appendix “A”; and,  That Administration <b>BE REQUESTED</b> to report back on options to curb the issues with permit parking including but not limited to no parking zones/limited parking/commuter lots and other solutions that administration deems may be good solutions; and,  That this information <b>BE FORWARDED</b> to a future meeting of the Environment, transportation and Public Safety Standing Committee.	Waiting for information related to the lot near Brock Street which we are trying to make arrangements for some alternative parking
November 18, 2019	CR543/2019	S 198/2019	Commissioner, Human & Health Services	...That Administration <b>BE DIRECTED</b> to bring the regional Community Safety and Well-Being Plan to City Council and Essex County Council in sufficient time to be considered prior to the Provincial government’s deadline of January 1, 2021.	CR337/2020 Extended deadline



## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 18, 2019	CR564/2019	SCM 388/2019 & SCM 329/2019	Windsor Police Services	That Report No. 21 of the Windsor BIA Advisory Committee – Increasing enforcement on Wyandotte St. East from Devonshire to Lauzon indicating: That Administration from Windsor Police Services <b>BE REQUESTED</b> to report back on the feasibility of increasing enforcement on Wyandotte Street East from Devonshire to Lauzon Road due to excessive speeding along this corridor.	
December 2, 2019	CR601/2019	SCM 417/2019 & SCM 365/2019		That Report No. 2 of the Committee of Management for Huron Lodge indicating: That Administration <b>BE REQUESTED</b> to report back on the history of per diem funding in long term care homes and the comparators relating to the allocation of food per diems in other institutions	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 2, 2019	CR608/2019	SCM 412/2019 & S 200/2019	Commissioner, Human & Health Services	<p>That this report from the Executive Director of Housing and Children's Services regarding the Windsor Essex Child Care and Early Years Service System Plan 2020-2025 <b>BE ACCEPTED</b>; and,</p> <p>That the Executive Director of Housing and Children's Services <b>BE AUTHORIZED</b> to submit The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Province of Ontario's Ministry of Education on or before December 31, 2019 as required under the Child Care and Early Years Act; 2014 (CCEYA); and,</p> <p>That the Executive Director of Housing and Children's Services <b>REPORT BACK</b> to Council should the Ministry of Education have substantial changes and/or recommendations that are directed by the Minister to be incorporated into The Windsor Essex Child Care and Early Years Service System Plan 2020-2025; and,</p> <p>That the Executive Director of Housing and Children's Services <b>BE AUTHORIZED</b> to submit subsequent reports/updates on The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Ministry of Education if required; and further,</p> <p>That Administration <b>REPORT BACK</b> to the Community Services and Parks Standing Committee once further analysis is completed regarding the causal data related increase in vulnerability as reported in the Early Development Instrument (EDI) and further analysis in terms of breakdowns of EarlyON programs and usage.</p>	
December 16, 2019	CR621/2019	C 203/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council <b>APPROVE</b> the issuing of a Request for Proposal (RFP), in accordance with Purchasing Bylaw 93-2012 and amendments hereto, for the potential development of a photovoltaic generation Net Metering project on suitable City of Windsor properties; and,</p> <p>That the Council <b>DIRECT</b> Administration to report back on the outcome of the RFP identifying the successful proponent along with a detailed business case analysis.</p>	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 20, 2020	CR40/2020	SCM 485/2019 & S 230/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors <b>APPROVE</b> the Transit Master Plan – More Than Transit (the Plan) as follows: 1. That the Plan <b>BE</b> the roadmap for Transit Windsor from the years 2020 to 2028 to follow with annual reviews and updates; and, 2. That any 2019 operating revenue surplus to a maximum of \$250,000 <b>BE TRANSFERRED</b> to Capital to fund a Garage Feasibility Study in order to implement the plan; and, 3. That the recommendations as set out by Administration for capital and operating needs for 2020 through to 2028 <b>BE DEFERRED</b> to the City of Windsor Annual Operating and Capital Budget with regards to implementation of the plan.	
January 27, 2020	B9/2020	SCM 299/2019 & S 167/2019	Commissioner, Infrastructure Services	That Administration <b>BE DIRECTED</b> to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection citywide wherever possible.	Report written as C 151/2020. Will be updated with new financial information and is expected to go to December 16 ETPS
January 27, 2020	B10/2020	SCM 483/2019 & S 213/2019	Commissioner, Infrastructure Services	That the attached Alley Lighting Policy <b>BE ADOPTED</b> by City Council; and, That the 2020 annual operating and maintenance fee of \$150 per light fixture that will be divided amongst all the properties serviced by the light fixture <b>BE ADDED</b> to the 2020 User Fee Schedule; and, That administration <b>BE REQUESTED</b> to provide a report to a future meeting of the Environment, Transportation & Public Safety Standing Committee regarding a fee structure framework for maintenance standards for alleys in the City.	
January 27, 2020	B58/2020	AFB/13467	Chief Administrative Officer	That Administration <b>BE DIRECTED</b> to implement a Zero Based Participatory Full Council Budget model for the 2021 Budget deliberations and further that a report <b>BE PROVIDED</b> in the Spring of 2020 outlining the parameters and options for a Zero Based Budget model for Council's consideration and decision.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 24, 2020	CR99/2020 CR605/2019 CSPS79	SCM 58/2020 & C 160/2019	Commissioner, Community Services	<p>...That the International Relations Committee <b>BE REQUESTED</b> to review the \$25,000 commitment for the You + Me sculpture project due to the updated information regarding the \$50,000 financial commitment to this project by the Rotary Club of Windsor-Roseland;</p> <p>That the International Relations Committee <b>RECONSIDER</b> committing \$25,000 in the You + Me sculpture project; and further,</p> <p>That, in the absence of the International Relations Committee reconsidering a \$25,000 financial commitment, the International Relations Committee <b>REPORT BACK</b> to Council with their plan for the \$25,000 that was previously committed to the You + Me sculpture project.</p>	Completed - a small portion (\$5,000) was allocated to the You +Me sculpture project and of the remaining \$20,000 the IRC has approved \$14,000 for the Sister Cities Pole
April 27, 2020	CR149/2020	C 76/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the results of the email poll conducted by the Deputy Commissioner, Legal &amp; Legislative Services on April 8, 2020 approving the following recommendation BE CONFIRMED AND RATIFIED:</p> <p>That, consistent with CR 127/2020 which provided all taxpayers property tax relief in the form of an extension for payment of the third interim tax instalment, City Council EXTEND the due date for the 2020 1st quarter remittance of the Municipal Accommodation Tax (MAT) from April 30, 2020 to June 30, 2020; and further,</p> <p>That there WILL BE NO late payment charges in either form, penalty and/or interest through the period June 30, 2020; and further,</p> <p>That the Commissioner, Legal &amp; Legislative Services AMEND By-law 133-2018;</p> <p>and further,</p> <p>That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.</p>	

### Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 4, 2020	CR215/2020	SCM 117/2020 & S 187/2019	City Planner	<p>I. That the report of the Planner II – Revitalization &amp; Policy Initiatives dated February 12, 2020 entitled “Administration Response to CQ 17-2019 Regarding 2650 Metcalfe Street” <b>BE RECEIVED</b> for information; and further,</p> <p>II. That the City Planner <b>INFORM</b> the ward councillor of any new development activity or land use applications being proposed on the subject property and <b>REPORT</b> on the same to Council.</p>	
June 15, 2020	CR315/2020	C 68/2020	Commissioner, Community Services	That the report of the Manager – Parks Development, dated April 1, 2020 entitled “E-Scooters in Parks” <b>BE DEFERRED</b> until the spring of 2021 as a pilot project for 2020 would be limited due to the Covid-19 pandemic.	Report will be updated and brought forward to Council in Spring 2021.
June 25, 2020	CR330/2020	C 130/2020	Commissioner, Legal & Legislative Services	<p>1. That the response to CR323-2020 <b>BE RECEIVED</b> for information, AND</p> <p>2. That Council <b>APPROVES</b> the Walkerville BIA Parklet and Curbside Cafe Pilot Project for the 2020 cafe season, as outlined in this report, AND</p> <p>3. That Administration <b>BE DIRECTED</b> to prepare a report outlining the results of this project, to be included in the 2021 Budget documents for possible continuation and expansion of the program, AND</p> <p>4. That Council <b>APPROVES</b> the waiving of Meter Bag fees for the 2020 cafe season, as outlined within the Financial Matters section of this report.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 27, 2020	CR380/2020	C 145/2020	Community Development and Health Commissioner & Corporate Leader – Social Development and Health	<p>That the Review of Emergency Shelter Services in Windsor Essex Report by Vink Consulting Inc. BE RECEIVED for information; and,</p> <p>That the Executive Director of Housing and Children’s Services BE DIRECTED to bring forward reports to City Council addressing the recommendations for the future state of the emergency shelter system, including implementation plans with associated costs; and,</p> <p>That the Executive Director of Housing and Children’s Services BE AUTHORIZED to pursue funding options to support any required operational and capital investments and further, should such funding options be in the forms of grants and/or loans; and,</p> <p>That the Chief Administrative Officer and Commissioner, Legal &amp; Legislative Services, or their designates, BE AUTHORIZED to sign any applications and take any such actions as required to secure funding provided such documents are in a form satisfactory to the Commissioner, Legal &amp; Legislative Services, satisfactory in financial content to the Commissioner, Corporate Services Chief Financial Officer &amp; City Treasurer, and technical content to the Executive Director of Housing and Children’s Services; and further,</p> <p>That Administration BE DIRECTED to report back to the Community Services and Parks Standing Committee on a quarterly basis on timelines and progress of the report.</p>	
October 19, 2020	CR519/2020	C 182/2020	Commissioner, Legal & Legislative Services	That administration <b>BE DIRECTED</b> to bring back for Council’s consideration a draft by-law for short-term rentals that would mirror for the most part the municipality of Vaughan’s regulations	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 7, 2020	CR553/2020 DHSC 207	SCM 311/2020 & S 53/2020	City Planner	<p>I. That Administration <b>BE REQUESTED</b> to give notice of intention to designate the property located at 436 Askin Ave in accordance with Part IV of the Ontario Heritage Act; within 60 days from September 25, 2020; and,</p> <p>II. That the request to demolish the enclosed porch and balcony at the rear of 436 Askin Ave to facilitate a rear addition and conversion to a semi-detached dwelling as currently proposed, <b>BE REFUSED</b>, in accordance with the Ontario Heritage Act, Section 30 Effect of the Notice of Designation; and,</p> <p>III. That Administration <b>REPORT BACK</b> to Council regarding initiation of a Heritage Conservation District Area Study for this area; and, that the report include suggestions related to potential boundaries, optional designation of a Heritage Conservation District Study Area Bylaw, timing of the study and funding considerations.</p>	
November 7, 2020	CR564/2020	C 211/2020	Commissioner, Legal & Legislative Services	<p>That the report of Public Works – Operations, dated October 23, 2020 entitled “Purchase of Six, 2021 Chevrolet Bolt, Fully Electric Vehicles for Building Department” <b>BE RECEIVED</b>; and further,</p> <p>That the existing RFP <b>BE RESCINDED</b> and that a new RFP <b>BE ISSUED</b> for hybrid mini-vans that would replace these vehicles and that Administration <b>BE DIRECTED</b> to come back with a draft policy for Council’s consideration on how to replace vehicles while at the same time supporting the Climate Change Plan.</p>	
November 23, 2020	CR585/2020	C 220/2020	Commissioner, Community Services	<p>That the report of the Senior Manager – Facilities dated November 6, 2020 entitled “Corporate Security Plan and Risk Assessment” <b>BE DEFERRED</b> to allow for additional information from administration.</p>	
December 7, 2020	CR616/2020 Clause 6	C 54/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>6. That administration <b>BE DIRECTED</b> to report back at a high level on the economic impact and any perceived impacts on development if Council were to revisit eliminating the industrial exemption.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 7, 2020	CR618/2020 CR486/2020	C 73/2020	Licensing Commissioner	That the report of the Policy, Gaming, Licensing and By-law Enforcement division dated August 27, 2020 entitled "Response to CQ22-2020 Regarding Clothing Donation Bins" <b>BE RECEIVED</b> ; and further,  That administration <b>BE DIRECTED</b> to enact a licensing classification similar to that in the City of London, and that administration <b>REPORT BACK</b> on a proposed fee structure; and further,  That administration <b>BE AUTHORIZED</b> to engage in discussions with representatives from Diabetes Canada on a potential partnership with them on their used textile diversion program, and that Administration <b>REPORT BACK</b> on those discussions for Council's consideration.	
December 7, 2020	CR625/2020		Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That administration <b>BE DIRECTED</b> to prepare a summary report for Council's consideration at the January 18, 2021 meeting of Council on the possibility of allowing advisory committees, in light of the ongoing Covid19 pandemic, to carry forward any remaining funds to 2021.	
December 21, 2020	CR655/2020	SCM 374/2020 & S 164/2020	Commissioner of Parks, Recreation, Culture and Corporate Facilities	That Administration <b>BE REQUESTED</b> to report back to Council outlining the costs associated with undertaking an invasive species management strategy citywide.	
January 18, 2021	CR40/2021 ETPS 802	SCM 16/2021 & S 155/2020	Commissioner, Legal & Legislative Services	That the report of the Environment, Transportation and Public Safety Standing Committee of its meeting held December 16, 2020 regarding "Wyandotte Street East Corridor Review" <b>BE REFERRED</b> back to Administration to narrow the focus as soon as possible, and to satisfy the Active Transportation Master Plan by providing cycling infrastructure along Wyandotte Street East and further, that in-person public meetings <b>BE HELD</b> once permitted, as part of a consultation process that would include residents and businesses in the subject area.	



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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 18, 2021	CR42/2021	C 243/2020	Commissioner, Infrastructure Services/Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council <b>ENDORSE</b> in principle the attached report entitled “Stormwater Financing Study”, completed by Wood Environmental &amp; Infrastructure Solutions, in association with Watson &amp; Associates Economist Ltd., dated December 2020 (Appendix A), which includes the following key elements:</p> <ol style="list-style-type: none"> <li>1. Segregation of stormwater from wastewater funding. This will allow for the stormwater services provided by the City to be clearly defined and funded in the most appropriate manner.</li> <li>2. A proposed level of service for a future stormwater program of approximately \$46.4 million (in 2020 dollars). Program elements include: stormwater operating, maintenance, planning, engineering, program administration, and capital improvements.</li> <li>3. A five-year phase-in plan for the level of service changes and corresponding staffing and funding requirements to be integrated into the existing program.</li> <li>4. A new user-fee funding model and rate structure for stormwater services, based on type of development, as follows:               <ol style="list-style-type: none"> <li>a. Residential Properties: Flat rate based on Impervious Area Sampling by Property Type (i.e. low, medium, and high density)</li> <li>b. Non-Residential: Actual Impervious Area per Property; and further,</li> </ol> </li> </ol> <p>That City Council <b>DIRECT</b> Administration to report back with a proposed plan detailing the steps, the project team, and the funding requirements, to fully implement the recommendations.</p>	
February 1, 2021	CR64/2021 CR26/2021 DHSC 226 DHSC 227 DHSC 228 Clause 6	SCM 2/2021 & S 170/2020	City Planner	<p>...6. That the City Planner <b>BE DIRECTED</b> to report back to Council on a range of options available to address the concerns arising from the 2650 Metcalf property operating as a Transport Terminal.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 8, 2021	CR69/2021	SCM 44/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council <b>RECEIVE</b> the external advisory report and <b>ENDORSE IN PRINCIPLE</b> the recommendations enclosed in Windsor Works: An Economic Development Strategy for the City's Future Growth; and further,  That Council <b>DIRECT</b> Administration to undertake the work required in order to prepare a detailed implementation plan as soon as practical and provide quarterly updates to Council on progress.	
February 22, 2021	B10/2021 ETPS 808	SCM 41/2021 & S 190/2020	Commissioner, Infrastructure Services	That a pilot project for 2021 <b>BE ESTABLISHED</b> from September to December of 2021 related to Route 18 that provides service from the East End, from Tecumseh Mall to St. Clair College, to <b>BE COST-SHARED</b> between the City of Windsor and St. Clair College at a cost of \$90,000 each; and,  That the amount of \$90,000 for the City of Windsor's portion <b>BE FUNDED</b> from the Budget Stabilization Reserve (BSR) Fund for 2021; and,  That administration <b>BE DIRECTED</b> to enter into discussions with St. Clair College and the Student Council for the potential of a "St. Clair College Pass Program"; and further,  That the pilot project <b>BE RE-VISITED</b> by Council in early December, 2021.	
February 22, 2021	B26/2021		Commissioner, Infrastructure Services	That the Street Extension and Trunk Sewer Project on Jarvis (ECP-010-07) <b>BE DEFERRED</b> for a period of 1 year to allow for the completion of the Environmental Assessment and public consultation to be conducted.	
March 29, 2021	CR110/2021	Clerk's File: SP2021		That the report of the Windsor Police Service entitled "Strategic Plan: 2020-2022" <b>BE REFERRED</b> to a future meeting of Council to allow for representatives from the Windsor Police Service to be in attendance and available for questions	
March 29, 2021	CR111/2021	Clerk's File: MU2021		That the "Windsor Utilities Commission 2020 Summary Report: Water + Imagination = Quality of Life" <b>BE REFERRED</b> to a future meeting of Council to allow for representatives from Windsor Utilities Commission to be in attendance and available for questions	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 29, 2021	CR115/2021 CR77/2021	C 19/2021	Commissioner, Legal & Legislative Services	That the report of the Commissioner, Legal & Legislative Services and the Purchasing Manager dated February 10, 2021 entitled "Response to CQ26-2020: Challenges and Opportunities to Developing a Local Preference Policy" <b>BE REFERRED</b> to the Supervisor of Environmental Sustainability and Climate Change to allow for a review of the Procurement Policy to assess the degree to which a Climate Change lens is applied to procurement and offer any applicable recommendations through a report that Council could enact, that are both consistent with all governing legislation and align to the maximum realm possible with the City of Windsor's Climate Change objections.	
April 19, 2021	CR161/2021	SCM 108/2021 & S 9/2021	Commissioner, Legal & Legislative Services	<p>1. That the Community Safety Zone Policy, attached as Appendix 1 of this report, <b>BE ADOPTED</b>.</p> <p>2. That Traffic By-law 9148 <b>BE AMENDED</b> as listed and attached in Appendix 2 of this report.</p> <p>3. That the Commissioner, Legal &amp; Legislative Services <b>BE DIRECTED</b> to prepare the necessary documents to amend the by-law.</p> <p>4. That Administration <b>BE REQUESTED</b> to provide a report back on the cost of adding the nine Business Improvement Areas as Community Safety Zones.</p>	
April 19, 2021	CR165/2021	C 41/2021	Commissioner of Parks, Recreation, Culture and Corporate Facilities	...That Council <b>APPROVE</b> the ongoing operational costs, including an increased Windsor Auxiliary Police presence within the Riverfront Trail with all associated costs related to the pilot project of e-scooters in Parks to be charged to the Parks Operations operating budget in 2021 and funded by the Budget Stabilization Reserve (BSR) during the pilot project period in 2021 as outlined in the financial matters section of this report, and that Administration include a submission on the funds required in the following year as part of the 2022 Operating Budget deliberations and further, That Administration <b>REPORT BACK</b> to Council on the results of the pilot project including ongoing costs after its completion.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 19, 2021	CR166/2021	C 42/2021	Commissioner, Infrastructure Services	<p>That the Street Lighting Policy, attached as Appendix 1 of this report <b>BE ADOPTED</b>, removing the provision for decorative lighting in new developments going forward; and,</p> <p>That administration <b>BE DIRECTED</b> to add wording in the policy to reflect that any new development applications which include enhanced street lighting will not be replaced on a like to like basis unless the developer agrees to pay and maintain these lights; and,</p> <p>That administration <b>BE DIRECTED</b> to report back to Council on establishing a standard for replacement of certain assets such as alley lights; and further,</p> <p>That the following recommendations as deferred by Council on March 8th, 2021 in Council Decision CR 90/2021 related to report S 136/2020 <b>BE APPROVED:...</b></p>	
April 19, 2021	CR168/2021	SCM 110/2021 & S 24/2021	Commissioner, Legal & Legislative Services	<p>That \$1,000,000 <b>BE TAKEN</b> from the 2020 yearend operating budget surplus and <b>APPLY THIS AMOUNT</b> to establish a traffic calming capital project budget for traffic calming initiatives; and further,</p> <p>That administration <b>BE DIRECTED</b> to report back to Council with a policy, including a rollout plan, that would allow residents to request speed bumps if the majority in the subject block wish to see that happen.</p>	
May 3, 2021	CR179/2021	C 51/2021	Commissioner, Legal & Legislative Services	<p>That the report of the Senior Legal Counsel and Student-at-Law dated April 9, 2021 entitled "Response to CR591/2020 – Cannabis Odour" <b>BE DEFERRED</b> to allow for a further report once the enforceability of the Town of Leamington's Cannabis Regulation By-law is considered by the Superior Court of Justice and the Normal Farm Practices Protection Board, and that the report also include possible enforcement options that would be available for Council's consideration.</p>	
May 3, 2021	CR182/2021 Clause 4	C 53/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>4. That Administration <b>BE DIRECTED</b> to review the application of discounts applied to the first and second sub-classes of farmland awaiting development and provide recommendations to City Council with regards to the elimination of the tax rate discounts as part of the 2022 Tax Policy report.</p>	

### Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 3, 2021	CR199/2021 DHSC 269	SCM 134/2021 & S 35/2021	City Planner	That the report of the Development and Heritage Standing Committee regarding "Approval of a Draft Plan of Subdivision on lands located on the south side of Plymouth Dr., east of Central Avenue; File No. SDN-002/20 [SDN/6119]; Applicant – Grand Central Business Park Inc." <b>BE DEFERRED</b> to allow for administration to review and provide clarification regarding the issues raised by Melanie Muir, Dillon Consulting, including land conveyance, issue of sidewalks, and traffic conditions.	
May 17, 2021	CR213/2021	MBA/3183 MBA/2988 &	City Planner	That the correspondence from Paul Mullins on behalf of Assumption Parish dated April 23, 2021 requesting support from the City of Windsor to be recognized by Parks Canada as a Nationally Significant Historic Site, <b>BE REFERRED</b> to administration for review and a report back to Council for consideration, specifically as it would pertain to the ramifications designation would have on city property.	
June 21, 2021	CR279/2021 ETPS 829	SCM 183/2021, S 49/2021 & AI 2/2021	Commissioner, Infrastructure Services	That the report of the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, of its meeting held May 26, 2021 regarding "Permanent Funding for New Operations Supervisor within Transit Operations Department" <b>BE REFERRED</b> to the 2022 budget deliberations sessions.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 21, 2021	CR285/2021	C 87/2021	Chief Administrative Officer	<p>That Council <b>RECEIVES</b> the report from the Chief Administrative Officer on June 7, 2021, which provides a preliminary organizational review of The Corporation of the City of Windsor; and,</p> <p>That Council <b>DIRECTS</b> Administration to report back to Council with a Corporate Strategic Plan that will provide strategic and tactical objectives that will continue to create an organization that is innovative, agile, collaborative, solution-oriented, efficient, and effective; and,</p> <p>That Council <b>DIRECTS</b> Administration to create an Implementation Playbook for the 20-Year Strategic Vision to ensure the continued rapid realization of its goals; and,</p> <p>That Council <b>DIRECTS</b> Administration to report back to Council with amendments to the Delegated Authority By-law No. 208-2008 to remove “red tape” and enable rapid execution of Council’s vision and direction; and,</p> <p>That Council <b>AMENDS</b> CAO By-law No. 218-2002 to reflect the current organizational structure, i.e. clarifying that the CAO shall recommend to Council the appointment and dismissal of Corporate Leadership Team members and statutory officers but not Department Heads; and,</p> <p>That Council <b>DIRECTS</b> Administration to retain an expert in effective board governance and facilitation, and schedule a closed Council Workshop for education purposes.</p>	
July 19, 2021	CR321/2021	GCE2021 & ACOQ2021	Commissioner, Legal & Legislative Services	<p>That the correspondence from the Commissioner, Legal &amp; Legislative Services dated July 13, 2021 regarding “Response to CQ11-2021: Ontario Conservation Authority Working Group consultations” <b>BE RECEIVED</b>; and further,</p> <p>That administration <b>BE DIRECTED</b> to schedule an education/information session for Council and administration regarding core services and optional services, in order to allow Council to then issue a submission to the Ontario Conservation Authority Working Group as part of their consultations that are currently underway for both Phase 1 and 2.</p>	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR331/2021 CSPS 155	SCM 223/2021 & S 80/2021	Commissioner, Community Services	<p>That the report from the Cultural Development Coordinator regarding the expansion of the City of Windsor’s Poet Laureate program <b>BE RECEIVED</b>; and further,</p> <p>That the Poet Laureate program, established as an ongoing program, <b>BE REBRANDED</b> as the ‘Poet Laureate and Storytellers’ program; and further,</p> <p>That the program <b>BE UPDATED</b> to include two new positions – Indigenous Storyteller and Multicultural Community Storyteller; and further,</p> <p>That the additional funding required for the expanded program honorariums and programming initiatives in 2021 in the amount of \$9,500 <b>BE CHARGED</b> to the Culture and Events operating budget; and further,</p> <p>That Council <b>PRE-COMMIT</b> a \$9,500 increase to the Culture and Events 2022 operating budget; and further,</p> <p>That Administration <b>BE DIRECTED</b> to seek nominations for recognized Windsor literary and spoken word artists for the position of Indigenous Storyteller and Multicultural Community Storyteller, to be appointed for two-year terms; and further,</p> <p>That the administrative report <b>BE REFERRED</b> to the Diversity Committee for review and comment; and,</p> <p>That additional consultations <b>BE CONDUCTED</b> as appropriate.</p>	
July 26, 2021	CR360/2021 DHSC 310	SCM 243/2021 & S 87/2021	Commissioner, Legal & Legislative Services	<p>1. That Report No. S 87/2021 entitled “Updates to the 2021 Ontario Heritage Act Amendments” <b>BE RECEIVED</b> for information; and,</p> <p>2. That the City Planner <b>BE DIRECTED</b> to prepare amendments to City of Windsor Official Plan, Delegation By-law, and create new Heritage Procedures/By-law, or utilize other policies or tools as required, to address the legislative changes and for Council’s consideration.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 26, 2021	CR363/2021 DHSC 313	SCM 246/2021 & S 71/2021	Commissioner, Legal & Legislative Services	<p>1. That Report No. S 71/2021 updating City Council on the use and implementation of the Brownfield Redevelopment Community Improvement Plan (CIP) and tabling issues to be addressed as part of the CIP update <b>BE RECEIVED</b> for information; and,</p> <p>2. That the City Planner <b>BE DIRECTED</b> to consult with stakeholders regarding potential changes to the Brownfield Redevelopment CIP outlined in Report No. S 71/2021 and prepare any necessary CIP amendments for Council's consideration.</p>	
July 26, 2021	CR365/2021 CR333/2021	C 98/2021	Commissioner, Human & Health Services	<p>...That the Executive Director of Housing and Children's Services <b>BE DIRECTED</b> to develop a proposed model for the Housing Hub project and bring back recommendations to City Council for consideration; and further,</p> <p>That Administration <b>PREPARE</b> an official letter on behalf of City Council to help advocate other levels of government to address funding gaps with respect to mental health and addictions to ensure the new housing hub is a success.</p>	
September 27, 2021	CR387/2021	C 116/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the 2020 Annual Investment Compliance Report for the year ending December 31, 2020 <b>BE RECEIVED</b> for information; and further,</p> <p>That City Council <b>SUPPORT</b> the following actions with regards to the development and implementation of an enhanced investment strategy:</p> <p>That Administration <b>BE AUTHORIZED</b> to prepare a Request for Proposal (RFP) for Investment Advisory services; and further,</p> <p>That Administration <b>BE DIRECTED</b> to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further,</p> <p>That Administration <b>BE AUTHORIZED</b> to prepare an Expression of Interest (EOI) to seek interest in the development of an in-house solution for managing current and projected cash flows more efficiently through the use of technology; and further,</p> <p>That Administration <b>BE DIRECTED</b> to report back to City Council the results of the above noted actions.</p>	



## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 27, 2021	CR402/2021 ETPS 841	SCM 263/2021 & S 69/2021	Commissioner, Infrastructure Services	<p>That the report of the Engineer I dated June 4, 2021 entitled "Alley Standards Development – City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to develop an Alley Standards Development Committee as outlined in the report; and,</p> <p>That the Alley Standards Development Committee <b>REPORT BACK</b> to Council with a fulsome report regarding alleys across the City, including but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Capital and Annual Costs associated with developing, maintaining and enforcing a set of standards for all of the City's alleys</li> <li>• Clear Alley Standards</li> <li>• Different Kinds of Alleys</li> <li>• Alley Closure Process</li> <li>• Additional Dwelling Units accessing alleys and required maintenance</li> <li>• Collection of Garbage and Refuse at Curbside in a consistent manner</li> <li>• Data and Statistics related to resources spent on 311 calls in alleyways regarding clean up/rodent or other issues</li> </ul>	
October 4, 2021	CR419/2021	C 113/2021	Commissioner, Community Services	That the report of the Project Administrator dated August 27, 2021 entitled "Proposed Artificial Turf Sports Field - Ward 6 & 7" <b>BE REFERRED</b> to the 2022 Capital Budget deliberations.	
October 4, 2021	CR429/2021 DHSC 326	SCM 296/2021, S 41/2020, AI 7/2021, & AI 10/2021	Commissioner, Legal & Legislative Services	That the report of the Senior Planner – Policy and Special Studies dated February 27, 2021 entitled "Closure of Part of Dodsworth Street, Between Kay Street and Malden Road, Between 5168 and 5180 Malden Road - Applicant: T. Fasan - SAS/5917 - Ward 1" <b>BE REFERRED</b> back to administration to allow administration the opportunity to work with the Applicant to come to an amenable resolution for everyone involved	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 4, 2021	CR432/2021 DHSC 321	SCM 289/2021 & S 75/2021	Commissioner, Legal & Legislative Services	<p>That the City Planner <b>BE DIRECTED</b> to report back to the Development &amp; Heritage Standing Committee before the end of 2021 with the following:</p> <p>a. Official Plan policy options to further enhance and strengthen densification and intensification as part of the City’s overarching growth strategy, including timelines, funding and resource options to prepare that background work for an OPA or OP update; and,</p> <p>b. In order to better inform that policy work around, the Chief Planner is requested to report back with options to host one (or more) design charette workshops to co-create with community leaders a vision for a complete community city block that would capture the very best of global placemaking practices when certain density thresholds are achieved.</p>	
October 4, 2021	CR448/2021 ETPS 858	SCM 313/2021 & S 110/2021	Commissioner, Infrastructure Services	<p>That the report of the Manager of Contracts, Maintenance &amp; Field Services dated August 19, 2021 entitled “Response to CQ 5-2021 Pedestrian Walkways – City Wide” <b>BE RECEIVED</b> for information; and,</p> <p>That the addition of signage at pedestrian inter-block walkways in the wintertime <b>BE APPROVED</b>; and,</p> <p>That administration <b>BE DIRECTED</b> to monitor the effectiveness for a period of 2 years; and,</p> <p>That funding in the amount of \$18,600 <b>BE APPROVED</b>; and,</p> <p>That the amount <b>BE FUNDED</b> from the Budget Stabilization Reserve Fund (BSR)</p>	
October 4, 2021	CR452/2021	C 123/2021 & C 129/2021	Commissioner, Infrastructure Services	<p>That the report of the Senior Manager of Engineering dated September 17, 2021 entitled “Festival Plaza Improvement – Final Design – Ward 3” and the report of the Manager of Parks Development dated August 23, 2021 entitled “Waterfront Beacon – Street Car # 351” <b>BE REFERRED</b> back to Administration to allow for a comprehensive report related to how the Festival Plaza and Waterfront Beacon can be linked to the new City Hall Esplanade moving forward; including but not limited to information related to bathroom facilities, food services, and other options, for Council’s consideration.</p>	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR461/2021	C 124/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That City Council <b>APPROVE</b> the development of a pilot Hybrid Work Program as proposed in Appendix A (attached) for a period of one year starting in October 2021; and,</p> <p>That Administration <b>PROVIDE</b> City Council with a progress report after one year for further recommendations; and,</p> <p>That the draft of the new Hybrid Work Procedure (Appendix B) <b>BE RECEIVED FOR INFORMATION;</b> and,</p> <p>That the White Paper on Future of Working Remotely in Ontario's Single Tier Municipalities dated June 2021 (Appendix C) prepared on behalf of the Regional Single Tier Human Resources Group <b>BE RECEIVED FOR INFORMATION.</b></p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR466/2021 ETPS 845	SCM 300/2021, SCM 224/2021, C 152/2021 & SCM 350/2021	Commissioner, Infrastructure Services	<p>That Report No. 110 of the Windsor Essex County Environment Committee (WECEC) of its meeting held June 24, 2021 indicating: That the proposal from the Windsor-Essex Youth Climate Council for a pop-up temporary separated bike lane on University Avenue BE ENDORSED. <b>BE APPROVED</b>; and,</p> <p>That City Council <b>ENDORSE</b> the creation of a pilot project for temporary separated bike lanes along University Ave. in 2022; and,</p> <p>That Administration <b>CONSULT</b> with external stakeholders including the University of Windsor, the DWBIA, Bike Windsor-Essex and other organizations or groups as appropriate to develop a pilot project for separated bike lanes along University Ave.; and,</p> <p>That Administration <b>BE REQUESTED</b> to report back to Council with a more detailed outline of the pilot project related to consistency including but not limited to financial implications and the following:</p> <ul style="list-style-type: none"> <li>• Administration would engage with the University of Windsor to identify any potential funding or cost-sharing;</li> <li>• Administration, working collaboratively across departments, would develop design alternatives for the University Avenue corridor;</li> <li>• These alternatives would be presented to stakeholders in a public consultation program; and,</li> <li>• Administration would report back to Council with a recommended alternative, results of public consultation, and cost estimates to seek Council's approval for construction as well as for funding approval of associated capital and operating costs.</li> </ul>	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR475/2021 CR452/2021	C 123/2021	Commissioner, Community Services	<p>I. That City Council <b>DIRECT</b> Administration to work with the consultant to develop different costing options for the final detailed design of the Festival Plaza that vary in price, and once completed, undertake public and stakeholder consultations on those designs. This will give Council the opportunity to determine the level of investment that should be made at Festival Plaza; and,</p> <p>II. That City Council <b>DIRECT</b> the Manager of Parks Development to apply for a site-specific amendment to the Official Plan and Zoning By-law 8600 to allow the necessary buildings and structures within Festival Plaza to extend above the crown of the pavement of Riverside Drive as all potential options will require an amendment; and,</p> <p>III. That City Council <b>DIRECT</b> Administration to create a detailed connectivity plan, including public consultation, between the riverfront and the adjacent areas along the CRIP footprint with special consideration for downtown areas. The plan should not include tunnels underneath Riverside Drive but rather should have multiple access points to link the northside of Riverside Drive to the southside of Riverside Drive focusing on pedestrian safety and include options for physical design changes to Riverside Drive; and further,</p> <p>IV. That City Council <b>DIRECT</b> Administration to prepare a comprehensive Council report that incorporates all of the above recommendations.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR476/2021 CR452/2021	C 129/2021	Commissioner, Community Services	<p>That City Council <b>APPROVE</b> the design of the building and the terraces for the Legacy Beacon as the new home for Streetcar No. 351, located on the waterfront North of Riverside Drive at the foot of Caron Avenue in Legacy Park (Appendix A); and,</p> <p>That the City Planner <b>BE DELEGATED</b> the authority to approve the Site Plan Control Application and <b>BE AUTHORIZED</b> to approve minor changes to the design to allow for the construction for a permanent building (Legacy Beacon) to house Streetcar No. 351; and,</p> <p>That City Council <b>APPROVE</b> and pre-commit \$1,000,000 in 2023 from the Central Riverfront Festival Plaza (PFO-003-15) for the incremental construction costs needed at the Legacy Beacon; and further,</p> <p>That Administration <b>REPORT BACK</b> to Council with a business case for the concession/terrace area prior to the 2022 budget deliberation meetings or as soon as possible thereafter.</p>	

## Outstanding Council Directives Tracking Log

Updated:12/15/2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR496/2021 CSPS 163	SCM 329/2021 & S 51/2021	Commissioner, Community Services	<p>That the report of the Senior Manager of Facilities dated May 13, 2021 entitled "CQ 4-2021 - Proposal for Council consideration to provide menstrual hygiene products in select municipal buildings free of charge" <b>BE RECEIVED</b> for information; and,</p> <p>That Council <b>APPROVE</b> a 1-year pilot program-Option C as outlined in the administrative report, to provide free menstrual products in public women's, men's, universal and family washrooms at the locations listed below:</p> <ul style="list-style-type: none"> <li>• WFCU Centre</li> <li>• Windsor Water World</li> <li>• Windsor International Aquatic and Training Centre</li> <li>• Capri Pizzeria Recreation Complex</li> <li>• 350 City Hall Square W.</li> <li>• 400 City Hall Square E; and,</li> </ul> <p>That the estimated cost of \$19,000 plus HST <b>BE FUNDED</b> from the City's Budget Stabilization Reserve (BSR) Fund; and further,</p> <p>That the City's Advisory Committees, Boards and Commissions (ABC's) <b>BE MADE AWARE</b> of the pilot program and <b>BE REQUESTED</b> to adopt a similar program at their facilities where applicable; and,</p> <p>That Administration <b>REPORT BACK</b> to Council with a six month interim report to provide a status update, and after one year with the results of the pilot program to request annual operating funds through the 2023 budget process.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR497/2021 CSPS 164	SCM 333/2021 & S 132/2021	Commissioner, Community Services	<p>That the report of the Cultural Development Coordinator and Manager of Culture &amp; Events dated September 16, 2021 entitled "Update of Round 2 of the Arts, Culture and Heritage Fund 2021 – City Wide" <b>BE RECEIVED</b> for information; and,</p> <p>That Administration <b>REPORT BACK</b> during the 2022 budget deliberations with potential increases to the Arts, Culture and Heritage Fund Grant Program funding envelope that matches and keeps pace with growth in the community; and,</p> <p>That Administration <b>BE DIRECTED</b> to investigate the possibility of private sector partnerships to augment the funding envelope that this program delivers to the community.</p>	
November 15, 2021	CR520/2021 ETPS 867	SCM 363/2021 & S 136/2021	Commissioner, Infrastructure Services	<p>That the report of Transportation Planning Senior Engineer dated September 27, 2021 entitled "2019 Road Safety Report – City-Wide" <b>BE RECEIVED</b> for information; and further,</p> <p>That the data in this report <b>BE REVIEWED</b> and <b>BROUGHT FORWARD</b> when decisions related to development patterns and other investment in infrastructure are being considered including but not limited to opportunities for development or planning.</p>	
November 15, 2021	CR526/2021	C 132/2021	Commissioner, Corporate Services	<p>That Council <b>APPROVE</b> the award of RFP 41-21, Municipal Property Tax Software Solution, to CentralSquare Canada Software Inc. as the successful and sole proponent, for an initial period of three (3) years, with potential renewals for successive one (1) year periods, provided all terms and conditions remain the same; and...</p> <p>That a funding plan to address annual operating budget impacts of the new tax software <b>BE REFERRED</b> to the 2023 Operating Budget deliberation process if the Pay-As-You-Go funding plan is not approved as part of the 2022 operating budget deliberation process.</p>	

**Clerk's Note:** The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

**Clerk's Note:** This summary chart is not intended to replace the actual minutes of all proceedings.



December 22, 2021

**Re: Motion to Approve CTS**

Dear Mayor Drew Dilkens and City Councillors,

My name is Shawn Rumble. I serve as the Program Coordinator for weCHC's STEPS Program (a Ministry of Health and Long-term Care funded Outpatient Treatment/Support program). I am also a person with lived experience. I am writing to you today to express my unwavering support for a Consumption and Treatment Services Site (CTS) in the City of Windsor. Please include my letter as part of the official records for the meeting of January 17, 2022.

Today, you will undoubtedly hear opposing perspectives on the merits of a CTS in our community. Although all opinions have value, I would suggest that you consider the facts as evidenced through countless studies regarding the positive impacts of established CTS throughout Canada and abroad. This is not a moral issue but a public health matter. To date, there have been no reported overdose-related deaths within a CTS (Potier et al., 2014). Nor has there been an increase in the number of people using drugs intravenously in localities where such facilities operate (Potier et al., 2014). Additionally, the opening of a CTS has not been associated with increased crime (Wood et al., 2006; Kerr et al. 2007; Livingston 2021).

Currently, there are several safe consumption sites for alcohol throughout Windsor-Essex. Sale and consumption are supervised by trained staff to help prevent alcohol overdose or poisoning. At the same time, valued members of our communities (some of whom are significantly marginalized) choose to consume illicit substances alone at a significant health risk due in part to existing structural stigma.

Consumption and Treatment Services provide hygienic spaces for people to bring their own substances to use in the presence of trained staff (nurses, peer support workers, and outreach workers) thereby preventing accidental overdoses, reducing the spread of infectious diseases such as HIV and HEP C, and helping decrease the strain on emergency medical services. Additionally, Consumption and Treatment Services provide access to a range of evidence-based harm reduction services (e.g., drug checking), primary care, wound care, foot care, education, addiction support services, and linkages to social services (e.g., housing, employment assistance, and food banks).

There is a saying within the recovery community as authored by the late Albert Einstein that “insanity is doing the same thing over and over and expecting a different result”. We know that Addiction is a disease, it is not a choice, and that Prohibition does not work. It is time for a positive change. It is time to invest in our community. Please vote "yes" to saving lives and reducing harm by approving a Consumption and Treatment Services site in Windsor.

Sincerely,



Shawn Rumble BA, BEd, MES, CSAT - Candidate, SRT, IAT, PRT, CPGC, ICADC, CCS-AC, CCRC  
Program Coordinator on behalf of weCHC's STEPS Team

#### Referenced Studies

Kerr, T., Tyndall, M. W., Zhang, R., Lai, C., Montaner, J. S. G., & Wood, E. (2007). Circumstances of first injection among illicit drug users accessing a medically supervised safer injection facility. *American Journal of Public Health*, 97(7), 1228–1230. <https://doi.org/10.2105/AJPH.2006.086256>

Livingston, J.D. Supervised consumption sites and crime: scrutinizing the methodological weaknesses and aberrant results of a government report in Alberta, Canada. *Harm Reduct J* 18, 4 (2021). <https://doi.org/10.1186/s12954-020-00456-2>

Potier, C., Lapr votte, V., Dubois-Arber, F., Cottencin, O., & Rolland, B. (2014). Supervised Consumption Services: what has been demonstrated? A systematic literature review. *Drug and Alcohol Dependence*, 145, 48–68. <https://doi.org/10.1016/j.drugalcdep.2014.10.012>

Wood, E., Tyndall, M. W., Lai, C., Montaner, J. S., & Kerr, T. (2006a). Impact of a medically supervised safer injecting facility on drug dealing and other drug-related crime. *Substance Abuse Treatment, Prevention, and Policy*, 1, 13. <https://doi.org/10.1186/1747-597X-1-13>

**January 17, 2022  
Council Meeting  
re CTS at 628 Goyeau**

Dear Councillors,

I am reaching out to you to discuss the new Safety Injection unit that will be located across the street from the Quality Inn & Suites located at 675 Goyeau Street Windsor Ontario, N9A 1H3.

On behalf of our establishment, we opposed this new location for many reasons.

We have been an established hotel for many years and by opening a Safety injection clinic across the street from our hotel will kill our business.

We book several Sports Groups, Corporate Groups, Tour Groups and have a high clientele from the US since we are located 1 minute away from the border.

We are having issues everyday dealing with the police with the homeless in the area and trying to keep this under control.

Speaking with the police force they feel the same way that this is not a good idea to have a clinic on a busy street.

Many of our customers, feel the same way as well as bringing a dangerous situation on a high traffic street.

Not only will this kill our business but will leave a bad taste of Windsor Downtown Area after spending millions of dollars to improve the area.

We want the city council support to stop this from happening in our downtown area.

We need a team to collaborate to fix this problem and by approving this it will kill our business.

Let's work together to find a better solution for this problem and we want to make sure that the stigma, homeless and addictions will find the help they need but not in downtown area.

Yours Truly,

Daniela Maceroni  
General Manager  
Quality Inn & Suites  
675 Goyeau Street  
Windsor, Ontario  
N9A 1H3



**THE DOWNTOWN WINDSOR BUSINESS IMPROVEMENT ASSOCIATION**  
484 PELISSIER ST., WINDSOR, ONTARIO N9A 4K9  
DWBIA@DOWNTOWNWINDSOR.CA  
DOWNTOWNWINDSOR.CA  
519-252-5723

**January 17, 2022  
Council Meeting  
re proposed CTS site**

January 14, 2022

Mayor Drew Dilkens and Members of City Council  
City of Windsor  
350 City Hall Square West  
P.O. Box 1607  
Windsor, ON N9A 6S1

Dear Mayor Dilkens and Members of City Council:

Re: Downtown Consumption and Treatment Services Site

The Downtown Windsor Business Improvements Association represents over 680 member businesses in the city centre and, as such, we approach you with concern about the health and welfare of vulnerable Windsorites.

There is significant evidence, including numerous peer-reviewed literature by academics and scientists, that health services such as those offered at consumption treatment sites promote the health of individuals who use substances. More notably, they save lives. As such, they are an open door to treatment and hope.

Consumption and treatment services sites provide a necessary health service as they have been reviewed and reported to reduce deaths by overdose as well as the sharing of equipment, which lead to transmission of blood-borne infections; they also increase much-needed access to addiction treatment. Most of all, they benefit the greater public by reducing public injection.

As a country, we are experiencing a large-scale overdose crisis, and we are not immune to it in Windsor-Essex, and especially not in the core. The opioid overdose epidemic on its own has been reported as the most severe safety crisis in Canadian history. With such dire news, we must increase opportunities for treatment for problematic drug use, and support evidence-based harm reduction services such as consumption and treatment services sites.

We have heeded the recommendations of experts, and respectfully ask that you consider the same.

All this said, we have considered the concerns of our member businesses and the citizens of our community, and have discussed and researched recommendations and mitigation strategies.

In regard to the appropriate interior and exterior design, we must insist that the operators of the building where the CTS site will be housed ensure that it looks welcoming and clean and is becoming of the neighbouring businesses. Further, we ask that the municipality assist in ensuring the cleanliness and beautification, including floral enhancements, of the street where it will be located.

In regard to communication and outreach mechanism, we request that neighbouring businesses have a direct voice with the CTS site so that their concerns are addressed quickly and seriously, and that the operators be required to enter into a Good Neighbour Agreement with the DWBIA and the City to help ensure the successful integration of the CTS site into the surrounding neighbourhood and the broader community.

Additionally, with regards to neighbourhood and environmental sweep strategies, we ask that the operators be required to retain services that will conduct daily alleyway and neighbourhood cleaning.

In regards to policing and law enforcement, we recommend adequate staffing and support, in line with the staffing and support levels needed within the CTS site itself. We will need police support for a strategy on how to minimize congregations of people who use, drug dealers and suppliers around the site. The DWBIA is requesting that the operators be required to provide 24/7 security services at the site.

The DWBIA also respectfully asks that the CTS site's proposed hours of operation, namely 9am to 5pm Monday to Friday, be reconsidered and that the hours be amended to 10am to 6pm Monday to Sunday. Further, the DWBIA requests that it continues to have input on the site's hours of operation to ensure that it's open and accessible at the most optimal times including weekends and holidays.

We thank you in advance for your consideration. The DWBIA recognizes that the success of the CTS site is critical to the health and welfare of our most vulnerable citizens and we look forward to building a relationship responsive to the needs of the CTS site's clients, our businesses, our residents, and our community as a whole.

Sincerely,



Brian Yeomans  
Chair

WINDSOR



WINDSOR-ESSEX  
COMMUNITY  
**OPIOID &  
SUBSTANCE**  
STRATEGY

***CONSUMPTION & TREATMENT SERVICES IN  
ONTARIO – OPERATIONAL & EVALUATIVE  
INFORMATION***

# Consumption & Treatment Services in Ontario – Operational & Evaluative Information

## Introduction

According to the [Ontario Ministry of Health's website](#) (December, 2021), there are currently 16 Consumption & Treatment Services (CTS) programs operating across the province of Ontario. These sites have received approval and funding from the Ontario Ministry of Health to operate on-site CTS services (as well as exemptions to *Section 56.1* of the *Controlled Drugs & Substances Act* from Health Canada), and are currently operating in the following regions:<sup>1</sup>

1. [Guelph Community Health Centre](#) – 176 Wyndham Street North, **Guelph**
2. [Hamilton Urban Core Community Health Centre](#) – 70 James Street South, **Hamilton**
3. [Kingston Community Health Centre](#) – 661 Montreal Street, **Kingston**
4. [Sanguen Health Centre & Region of Waterloo Public Health & Emergency Services](#) – 150 Duke Street West, **Kitchener**
5. [Regional HIV/AIDS Connection & Middlesex-London Public Health Unit](#) – 186 King Street, **London**
6. [Ottawa Inner City Health Inc.](#) – 256 King Edward Avenue, **Ottawa**
7. [Sandy Hill Community Health Centre](#) – 221 Nelson Street, **Ottawa**
8. [Somerset West Community Health Centre](#) – 55 Eccles Street, **Ottawa**
9. [Positive Living Niagara](#) – 105 Queenston Street, **St. Catharines**
10. [NorWest Community Health Centre](#) – 525 Simpson Street, **Thunder Bay**
11. [Fred Victor Centre](#) – 145 Queen Street, **Toronto**
12. [Parkdale Queen West Community Health Centre](#) – 1229 Queen Street West, **Toronto**
13. [Parkdale Queen West Community Health Centre](#) – 168 Bathurst Street, **Toronto**
14. [Regent Park Community Health Centre](#) – 465 Dundas Street East, **Toronto**
15. [South Riverdale Community Health Centre \(Moss Park\)](#) – 134 Sherbourne Street, **Toronto**
16. [South Riverdale Community Health Centre \(keepSix\)](#) – 955 Queen Street East, **Toronto**

This document reviews the operations that are currently in place at the CTS programs/services listed above. A summary of key evaluative data as it relates to CTS operations across Ontario is also included.

## Disclosure:

Please note that the information contained within this document derives solely from the existing information that is available via the CTS operators' websites or other web-based materials. All information contained within this document was extracted on January 14<sup>th</sup> of 2022. As a result, some of the information represented within this document may be out of date. For ongoing updates and information, please visit the CTS websites linked above.

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<sup>1</sup> Please note that this list is only inclusive of existing CTS sites in Ontario that are currently operational. It does not include authorized sites that are not currently offering services (e.g., not opened yet, closed temporarily) or sites that currently have open applications to the provincial and/or federal governments to become operational.



**Table 1 – Consumption & Treatment Services in Ontario**

Type of Operation	Summary of Operations in Ontario
Location	<ul style="list-style-type: none"> <li>In terms of distribution, most of the CTS sites operating in Ontario are located in Toronto (6) or Ottawa (3).</li> </ul>
CTS Operators	<ul style="list-style-type: none"> <li>Most of the CTS sites in Ontario are operated primarily by local community health centres, while some are operated by local community health centres in partnership with a public health agency, an HIV/AIDS or harm reduction agency, a family health/care team, and/or a paramedic agency.</li> <li>In a few cases, primary CTS operators include local HIV/AIDS/harm reduction agencies, health teams, or social service/charitable organizations.</li> </ul>
Days & Hours of Operation	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>Most of the CTS sites in Ontario operate 7 days per week (10).</li> <li>Five of the CTS sites in Ontario operate 5 days per week. Of these five sites, 4 operate from Monday to Friday and 1 operates from Tuesday to Saturday.</li> <li>Only one CTS site in Ontario operates 24/7 (Ottawa Inner City Health Inc.).</li> <li>Of the CTS sites that do not operate 24/7 (15), 9 offer consistent hours of operation for each day that the CTS is open to the public (i.e., same hours each day), and 6 offer staggered hours of operation that vary by day of the week.               <ul style="list-style-type: none"> <li>Of the 9 CTS sites that offer consistent hours of operation, 4 operate for 7 to 8.5 hours per day during day-time hours (day time hours ranges between 9:00 a.m. – 7:00 p.m.) and 4 operate for 11 to 12 hours per day during day-time and mid-evening hours (hours range from 8:00 a.m. – 10:00 p.m.) One of these sites operates for 10 hours per day, starting in the afternoon and ending in the evening (Moss Park, Toronto).</li> <li>Of the CTS sites that offer non-consistent hours of operation, times of service availability vary per day.</li> </ul> </li> <li>Of the CTS sites that do not operate 24/7, 8 sites provided a “last call” for consumption time on their website. Five of these sites take last calls for consumption 1 hour before closing time, and three of these sites take last calls for consumption 30 minutes before closing time.</li> </ul> <p><b>Hours of Operation for CTS Sites:</b></p> <ul style="list-style-type: none"> <li><a href="#">Guelph CHC CTS</a>: Monday to Sunday from 9:00 a.m. – 5:30 p.m. (4:30 p.m. – last entry)</li> <li><a href="#">Hamilton Urban Core CHC CTS</a> – Monday, Tuesday, Thursday, &amp; Friday (10:30 a.m. – 10:30 p.m.), Wednesday (12:30 p.m. – 10:30 p.m.), Saturday &amp; Sunday (4:00 p.m. – 10:30 p.m.)</li> <li><a href="#">Kingston CHC CTS</a> – Monday – Sunday from 11:00 a.m. – 7:00 p.m.</li> <li><a href="#">Region of Waterloo Public Health &amp; Emergency Services &amp; Sanguen Health Centre CTS</a> – Monday – Sunday from 9:00 a.m. – 9:00 p.m.</li> </ul>





	<ul style="list-style-type: none"> <li>• <a href="#">Regional HIV/AIDS Connection &amp; Middlesex London Public Health Unit CTS</a> – Monday – Sunday from 9:30 a.m. – 9:00 p.m. (last intake is 8:00 p.m.)</li> <li>• <a href="#">Ottawa Inner City Health Inc. CTS</a> – 24/7</li> <li>• <a href="#">Sandy Hill CHC CTS</a> – Monday – Friday from 8:00 a.m. – 8:00 p.m.</li> <li>• <a href="#">Somerset West CHC CTS</a> – Monday – Sunday from 9:00 a.m. – 4:00 p.m. (last call at 3:30 p.m.)</li> <li>• <a href="#">Positive Living Niagara CTS</a> – Monday – Sunday from 9:30 a.m. – 8:30 p.m. (last intake at 7:30 p.m.)</li> <li>• <a href="#">NorWest CHC CTS</a> – Monday – Saturday from 10:00 a.m. – 6:00 p.m.</li> <li>• <a href="#">Fred Victor Centre CTS</a> – Monday (8:00 a.m. – 10:00 p.m.), Tuesday – Sunday (7:30 a.m. – 7:00 p.m.)</li> <li>• <a href="#">Parkdale Queen West CHC CTS (Queen Street)</a> – Monday, Tuesday, &amp; Thursday (10:00 a.m. – 6:00 p.m.), Wednesday (1:00 p.m. – 6:00 p.m.), Friday (9:30 a.m. – 4:30 p.m.), Saturday &amp; Sunday (10:00 a.m. – 6:00 p.m.) (last call for service is 30 minutes before closing)</li> <li>• <a href="#">Parkdale Queen West CHC CTS (Bathurst Street)</a> - Monday, Tuesday, &amp; Thursday (10:00 a.m. – 6:00 p.m.), Wednesday (1:00 p.m. – 6:00 p.m.), Friday (9:30 a.m. – 4:30 p.m.) (last call for service is 30 minutes before closing)</li> <li>• <a href="#">Regent Park CHC CTS</a> – Monday, Wednesday, Thursday, Friday (9:00 a.m. – 4:30 p.m.) &amp; Tuesday (12:00 p.m. – 4:30 p.m.)</li> <li>• <a href="#">South Riverdale CHC CTS (Moss Park)</a>: Tuesday – Saturday from 12:00 p.m. – 10:00 p.m. (last call is typically 1 hour before close)</li> <li>• <a href="#">South Riverdale CHC CTS (keepSix)</a>: Monday (11:00 a.m. – 5:00 p.m.; last call is 4:00 p.m.) &amp; Tuesday – Friday (9:00a.m. – 5:00 p.m.; last call is 4:00 p.m.)</li> </ul>
<p><b>Supervised Consumption Services</b></p>	<ul style="list-style-type: none"> <li>• All of the CTS sites operating in Ontario offer supervised consumption services via injection, intranasal, and oral consumption, as per the Ontario Ministry of Health (2018) application requirements.</li> <li>• Number of booths/stations available within the consumption rooms at CTS sites (if indicated via the organization’s web materials): <ul style="list-style-type: none"> <li>○ <a href="#">Guelph &amp; Waterloo/Kitchener</a> – 2 consumption booths</li> <li>○ <a href="#">London</a> (4 stations) &amp; <a href="#">St. Catharines</a> (4 consumption booths)</li> <li>○ <a href="#">Ottawa Sandy Hill</a> – 5-6 private injection stations</li> <li>○ <a href="#">Ottawa Inner City Health</a> – 13 consumption booths</li> </ul> </li> <li>• Supervision of consumption and overdose response/monitoring is most frequently provided by registered nurses or other regulated healthcare professionals (e.g., paramedics), and/or is often supported by trained harm reduction workers or other trained staff.</li> </ul>
<p><b>Services Provided</b></p>	<ul style="list-style-type: none"> <li>• Staff at the CTS will connect clients to community resources (if desired/required), such as mental health, substance use treatment, primary health care, housing, income support, food support, and/or other health and social services.</li> <li>• All of the CTS sites operating in Ontario must offer on-site harm reduction services (Ontario Ministry of Health, 2018). These include: <ul style="list-style-type: none"> <li>○ Overdose prevention and harm reduction education</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>○ Harm reduction supplies and disposal (e.g., safer injection kits and biohazard disposal bins)</li> <li>○ Provision of naloxone and oxygen</li> <li>○ Removal of inappropriately discarded harm reduction supplies (e.g., potentially contaminated needles and other drug use equipment surrounding the CTS).</li> <li>● Most of the CTS sites in Ontario also offer drug checking services.</li> <li>● All of the CTS sites operating in Ontario are required to offer wrap around services, including on-site and/or defined pathways to substance use treatment services, mental health services, primary care services, and other health/social services. The models adopted to provide these supports varies across sites, but may include: <ul style="list-style-type: none"> <li>○ Case managers (e.g., client cases, case management, referrals to organizations)</li> <li>○ Peer outreach workers (e.g., organize client involvement in the CTS' operations, such as kit-making and neighbourhood pick-ups, supports referrals to on-site or off-site services)</li> <li>○ Community partner rooms for substance use treatment, mental health, primary care, and/or other health/social service delivery</li> <li>○ Most CTS sites have regular onsite services, but in a few cases, partner agencies offer their services nearby or on-site a few days per week.</li> <li>○ Social/System Navigators connect clients with substance use treatment, mental health, primary care, and other health/social supports</li> <li>○ Drop-in centres (e.g., food access and nutrition education, harm reduction supply distribution and education, service referrals) and rest zone services (rest and sleep)</li> <li>○ Additional supports, such as telephone and computer access, health card replacements, and other supports (e.g., basic needs, dental hygiene, navigating the legal system, mental health system, and the medical system)</li> </ul> </li> </ul>
<b>Staffing or Service Providers On Site</b>	<ul style="list-style-type: none"> <li>● All CTS sites are required to be staffed by a designated health professional (Ontario Ministry of Health, 2018) and at most sites, this role is assumed by a registered nurse, a paramedic, and/or another primary care professional.</li> <li>● Peers/persons with lived experience take on a variety of roles that range from supporting with harm reduction supply distribution, connecting clients to wrap around services or accompanying to referral appointments, and supporting with neighbourhood pick-ups and security-related tasks (among other roles).</li> <li>● Harm reduction workers often staff the sites and also take on a variety of roles including harm reduction education, needle syringe program service provision, and supporting with supervised consumption.</li> <li>● Staff may also be present to prevent and manage security incidents.</li> </ul>



<p><b>(Physical) Safety and Security</b></p>	<p>All CTS sites must have a variety of safety measures in place for site operation and to ensure safety for staff, clients, and the surrounding community (Ontario Ministry of Health, 2018). Operating sites must meet building codes, have fire plans, meet occupational health and safety requirements, and ensure infection prevention and control requirements. The specifics of how these measures are implemented vary across sites, but include:</p> <ul style="list-style-type: none"> <li>• Working closely with local police services, EMS, and staff trained on instances when police should be contacted</li> <li>• Peers support some security roles, and/or other CTS sites have security staff employed at the site’s entrance</li> <li>• Walkie talkies and Crisis Prevention Training provided for staff</li> <li>• Clear plans for EMS, first responders, and fire services to have access to and within the site</li> </ul>
<p><b>Community Engagement &amp; Liaison Efforts</b></p>	<p>Each CTS has developed a <i>community engagement and liaison plan</i> to identify how the community will be engaged on an ongoing basis (Ontario Ministry of Health, 2018). Engaging with the local community and providing opportunities to raise any issues or concerns supports the operations of each CTS. CTS sites take an individual approach to community engagement based on identified community needs, but sites tend to offer one or a combination of the following:</p> <ul style="list-style-type: none"> <li>• Scheduled open house events, or in-person or virtual tours of the site</li> <li>• Information flyers about the site and its services</li> <li>• Answers to Frequently Asked Questions (FAQs) about the CTS</li> <li>• Drug equipment that has been discarded in public spaces or other community concerns can be reported to CTS operators using a defined communication channel</li> <li>• Feedback surveys regarding the site</li> <li>• A direct contact person or Community Advisory Committee that meets to discuss issues as they arise</li> </ul>
<p><b>Accountability Requirements: Reporting &amp; Evaluation</b></p>	<p>Each CTS must report monthly on a specific set of indicators, as part of its monitoring and reporting requirements (Ontario Ministry of Health, 2018). In addition, each CTS provider is required to complete an annual report on its operations.</p> <p>Please see Table 2 for a summary of types of evaluation data collected by CTS sites in Ontario and Tables 3-5 for a summary of available data on these indicators across the province.</p>

**Table 2– Summary of Types of Evaluation Data Collected by CTS Sites in Ontario (CTS Application Guide, Ontario Ministry of Health, 2018)**

Types of Indicators Tracked	Summary of Indicators
<p><b>Visits and Clients</b></p>	<p>Collection of this data can support decisions made about hours of operation and staffing complements required for effective operations.</p> <ul style="list-style-type: none"> <li>• Visits by month</li> <li>• Visits by time of day</li> <li>• Visits by consumption method/or substance used</li> <li>• Unique visits per month</li> </ul>
<p><b>Overdoses &amp; EMS Service Calls</b></p>	<p>Reversed overdoses are one of the most critical indicators of the benefits of a CTS site. A reversed overdose is a life that has been saved.</p> <ul style="list-style-type: none"> <li>• Overdose events and overdose treatments: <ul style="list-style-type: none"> <li>○ <i># of overdoses</i></li> <li>○ <i># of overdoses treated solely with oxygen/rescue breathing</i></li> <li>○ <i># of overdoses treated with naloxone and # of doses of naloxone administered</i></li> </ul> </li> <li>• Deaths <ul style="list-style-type: none"> <li>○ <i># of deaths occurring in the CTS</i></li> </ul> </li> </ul> <p>Collection of the following data has helped to demonstrate that these sites are cost-effective and contribute to reductions in pressure on community services, such as emergency medical services.</p> <ul style="list-style-type: none"> <li>• Emergency Service calls <ul style="list-style-type: none"> <li>○ # of 911 calls related to an overdose: <ul style="list-style-type: none"> <li>▪ <i># of clients transported to an emergency department related to an overdose</i></li> </ul> </li> <li>○ # of 911 calls for other reasons (by reason) <ul style="list-style-type: none"> <li>▪ <i># of clients transported to an emergency department for other reasons (by reason)</i></li> </ul> </li> </ul> </li> </ul>
<p><b>Onsite Services</b></p>	<p>The following data is collected and can also be used to demonstrate if these sites increase harm reduction and safer consumption practices (e.g., sharing drug equipment less frequently), reduce the spread of infectious disease, and increase access to other health and social services.</p> <ul style="list-style-type: none"> <li>• Onsite Social Services <ul style="list-style-type: none"> <li>○ <i># of clients accessing onsite social services</i></li> </ul> </li> <li>• Onsite Primary care <ul style="list-style-type: none"> <li>○ <i># of clients accessing onsite primary care services</i></li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>○ <i># of times first aid or basic care (i.e. abscess, foot, wound) was provided</i></li> <li>● Onsite addiction services and harm reduction services <ul style="list-style-type: none"> <li>○ <i># of clients initiating onsite addictions treatment services</i> <ul style="list-style-type: none"> <li>▪ <i>Opioid agonist treatment (e.g. methadone, suboxone)</i></li> <li>▪ <i>Other (e.g. detox, residential or community treatment)</i></li> </ul> </li> <li>○ <i># of visits where needle exchange/syringe services were provided for non-CTS use</i></li> </ul> </li> <li>● Onsite mental health services <ul style="list-style-type: none"> <li>○ <i># of clients accessing onsite mental health services</i></li> <li>○ <i># of visits where clients received counselling services in CTS</i></li> <li>○ <i># of visits where client received harm reduction education or information</i></li> </ul> </li> </ul>
<p><b>Referrals</b></p>	<p>These sites provide a low-barrier way to access the healthcare system. The following data is collected and can also be used to demonstrate if these sites increase access to health and social services.</p> <ul style="list-style-type: none"> <li>● Social Services referrals <ul style="list-style-type: none"> <li>○ <i># of clients referred to social services:</i> <ul style="list-style-type: none"> <li>▪ <i>Housing</i></li> <li>▪ <i>Other</i></li> </ul> </li> </ul> </li> <li>● Primary care referrals</li> <li>● Addiction services referrals <ul style="list-style-type: none"> <li>○ <i># of clients referred to addictions treatment services</i></li> </ul> </li> <li>● Mental health services referrals <ul style="list-style-type: none"> <li>○ <i># of clients referred to mental health services</i></li> </ul> </li> </ul>
<p><b>Safety &amp; Security</b></p>	<p>The following data that is collected can demonstrate that a CTS site adds stability to the community by improving public order and reducing the number of injections taking place in public.</p> <p>Sites are required to report on:</p> <ul style="list-style-type: none"> <li>● Needles picked up around the CTS <ul style="list-style-type: none"> <li>○ <i>Frequency of needle pick-ups in the surrounding area of the CTS</i></li> <li>○ <i># of needles removed (i.e. picked up) in the surrounding area of the CTS</i></li> </ul> </li> <li>● Security <ul style="list-style-type: none"> <li>○ <i># of times security staff assisted with an incident in the CTS</i></li> <li>○ <i># of times security staff addressed a security event in the immediate perimeter of the CTS</i></li> <li>○ <i># of times police were called to the CTS</i></li> </ul> </li> <li>● Fentanyl testing strips and drug checking (if applicable)</li> </ul>
<p><b>Community Engagement &amp; Liaison</b></p>	<p>Regular, collaborative problem solving among safety and security partners and other stakeholders has demonstrated to be helpful in proactively addressing issues at CTS sites.</p>



Sites are required to report on:

- Description of community engagement and liaison efforts, including issues raised and how they have been mitigated.



**Table 3 – Consumption & Treatment Services in Ontario – Data on Client Interactions**

Region & Source	Number of Client Visits	Visits by Time of Day	Supervised Consumption Method	Type of Substances Consumed	Number of Overdoses	Number of Overdoses Reversed	Number of Deaths	Number of Referrals & On-Site Services
<a href="#">Region of Waterloo Public Health &amp; Emergency Services – Consumption &amp; Treatment Services Data Dashboard (October, 2019 – November, 2021)</a>  <i>Accessed January 14<sup>th</sup>, 2022</i>	13,937	Most frequent time of visit was during the afternoon hours (12:00 p.m. – 4:59 p.m.)	Most clients consumed their substances via injection.	Most common types of substances consumed were fentanyl and crystal methamphetamine.	589	589  Overdoses were most often treated solely with oxygen/ rescue breathing and stimulation.	0	See <a href="#">Dashboard</a> .
<a href="#">Middlesex-London Public Health – Summary Report Findings from an Evaluation of London’s Temporary Overdose Prevention Site (now Carepoint CTS) (February – August, 2018)</a>	7,152	70% of total visits occurred during the afternoon hours.	N/A	Most common types of drugs consumed were hydromorphone (38.3%) and crystal methamphetamine (26.4%). Approximately 60% of drugs consumed were opioids.	N/A	19 overdoses treated with oxygen and 7 overdoses treated with naloxone.	0	89% of client respondents to a Customer Satisfaction Survey agreed that staff have talked to them and helped them access other health and social services.
<a href="#">Toronto Overdose Information System – Supervised Consumption Services (August, 2017 – November 30<sup>th</sup>, 2021)</a>  <i>Accessed January 14<sup>th</sup>, 2022</i>	105,492	N/A	N/A	N/A	2,577 overdoses.  1,492 overdoses required naloxone.	N/A	N/A	N/A

<a href="#">Wellington-Dufferin-Guelph Public Health – Overdose Prevention Site (now a CTS) Evaluation (2018-2019)</a>	4,085	N/A	N/A	N/A	45	100% reversed – 33% treated with naloxone.	0	N/A
<a href="#">Ottawa Board of Health – Interim OPH SIS Evaluation Results (September 26<sup>th</sup>, 2017 – January 22<sup>nd</sup>, 2018)</a>	2700+ encounters and 174 unique clients served.	Client volume was highest during the first hour of operation and between noon and 7:00 p.m.	N/A	N/A	N/A	Enhanced monitoring was required during 19 (0.7%) of encounters involving injection, 4 of which required oxygen administration and 1 of which required oxygen and naloxone administration.	N/A	71 referrals to healthcare, mental health, housing, opioid substitution therapy, and other services. 85% of clients were provided on-site health services (counselling, harm reduction education, health teaching).
<a href="#">Summary of Ottawa Consumption &amp; Treatment Services Data for July – September of 2019 (combined for Ottawa Inner City Health, Somerset West CHC, Sandy Hill CHC, and Ottawa Public Health)</a>	33,588	N/A	Top drugs reported were opioids (including fentanyl, heroin, and other unspecified) and stimulants (including speed, crystal methamphetamine, and crack cocaine).	N/A	N/A	166 overdoses treated solely with oxygen or rescue breathing and stimulation and 126 overdoses treated with naloxone.	N/A	247* referrals to addiction, counselling, detox, opioid withdrawal, and/or treatment.  <i>*Does not include Ottawa Inner City Health data.</i>



**Table 4 – Consumption & Treatment Services in Ontario – Data on Client Experiences**

Region & Source	Measure	Summary of Findings
<a href="#">Middlesex-London Public Health – Summary Report Findings from an Evaluation of London’s Temporary Overdose Prevention Site (now Carepoint CTS) (February – August, 2018)</a>	Customer Satisfaction Survey for Clients (N=105)	<ul style="list-style-type: none"> <li>• 96% rated the quality of service and care received as good or excellent.</li> <li>• 89% reported that they would be likely or extremely likely to recommend the site to other people who use drugs</li> <li>• 91% indicated that the rules and regulations rarely or never get in their way of using the site</li> <li>• 74% agreed that they learned tips at the site to use drugs more safely</li> <li>• 89% agreed that staff have talked to them and helped them access other health and social services</li> <li>• 95% indicated that they felt accepted at the site</li> <li>• 76% reported injecting less in public spaces</li> <li>• 53% reported disposing of their gear less in public spaces</li> </ul>
<a href="#">Wellington-Dufferin-Guelph Public Health – Overdose Prevention Site (now a CTS) Evaluation (2018 – 2019)</a>	51 client interviews	<ul style="list-style-type: none"> <li>• 85% said that the OPS is important in their overall health</li> <li>• 88% said that the OPS is important to their overall safety</li> </ul>
<a href="#">Ottawa Board of Health – Interim OPH SIS Evaluation Results (September 26<sup>th</sup>, 2017 – January 22<sup>nd</sup>, 2018)</a>	Client survey	<ul style="list-style-type: none"> <li>• 93% felt safer when they use drugs at the site</li> <li>• 87% injected in public less often</li> <li>• 60% thought more about reducing or stopping their drug use</li> <li>• 77% injected alone (by themselves) less often</li> <li>• 77% felt that their drug use was more stable/less chaotic</li> <li>• 97% reported a strong likelihood of recommending the service to other people who inject drugs</li> <li>• 97% believed that staff provided good support</li> <li>• 70% felt that staff have talked/helped them to access other services</li> </ul>

**Table 5 – Consumption & Treatment Services in Ontario – Data on Safety/Security & Community Impacts**

Region & Source	Emergency Services Responses	Safety & Security	Community Impacts
<p><a href="#">Region of Waterloo Public Health &amp; Emergency Services – Consumption &amp; Treatment Services Data Dashboard (October, 2019 – November, 2021; Accessed January 14<sup>th</sup>, 2022)</a> &amp; <a href="#">Consumption &amp; Treatment Services Review (January – December, 2020)</a></p>	<ul style="list-style-type: none"> <li>• 16 non-overdose related 9-1-1 calls</li> <li>• 12 overdose-related 9-1-1 calls</li> <li>• 5 overdose-related transports to the emergency department</li> <li>• 12 non-overdose-related transports to the emergency department</li> </ul> <p>Region of Waterloo CTS Dashboard (October, 2019 – November, 2021)</p>	<ul style="list-style-type: none"> <li>• 654 needles picked up around the CTS (pick-ups/sweeps are conducted three times per day)</li> <li>• 8 incidents where security addressed an event within the perimeter of the CTS</li> <li>• 2 police calls made by CTS staff</li> <li>• 30 incidents where security assisted with an incident inside the CTS</li> </ul> <p>Region of Waterloo CTS Dashboard (October, 2019 – November, 2021)</p>	<ul style="list-style-type: none"> <li>• Developed a Community Advisory Group comprised of neighbours in close proximity to the site (City of Kitchener, Downtown Kitchener BIA, Kitchener Public Library, Wilfred Laurier University, schools, childcare centres, neighbourhood associations, nearby neighbours, faith organizations).</li> <li>• A survey of Community Advisory Group members found that 80% strongly agreed or agreed that the CTS felt like a part of the community.             <ul style="list-style-type: none"> <li>○ 90% strongly agreed or agreed that the CTS and its partners were responsive to addressing concerns with the CTS.</li> <li>○ 70% strongly disagreed or disagreed that the CTS has negatively impacted the community.</li> </ul> </li> </ul> <p>Region of Waterloo Public Health &amp; Emergency Services – CTS Review (January – December, 2020)</p>
<p><a href="#">Middlesex-London Public Health – Summary Report Findings from an Evaluation of London’s Temporary Overdose Prevention Site (now Carepoint CTS) (February – August, 2018)</a></p>	<ul style="list-style-type: none"> <li>• 5 calls to EMS related to an overdose</li> <li>• 2 transfers to an emergency department related to an overdose</li> </ul>	<ul style="list-style-type: none"> <li>• 76% of clients to a Customer Satisfaction Survey reported injecting less in public spaces</li> <li>• 53% of clients to a Customer Satisfaction Survey reported disposing of their gear less in public spaces</li> </ul>	

<a href="#">Wellington-Dufferin-Guelph Public Health – Overdose Prevention Site (now a CTS) Evaluation</a>	<ul style="list-style-type: none"> <li>7% of overdoses (N=45) transferred to the emergency department</li> </ul>	N/A
<a href="#">Ottawa Board of Health – Interim OPH SIS Evaluation Results (September 26<sup>th</sup>, 2017 – January 22<sup>nd</sup>, 2018)</a>	<ul style="list-style-type: none"> <li>Enhanced monitoring was required during 19 (0.7%) of encounters involving injection, 4 of which required oxygen administration and 1 of which required oxygen and naloxone administration. 9-1-1 was called for a drug overdose during two of these encounters.</li> </ul>	N/A
<a href="#">Summary of Ottawa Consumption &amp; Treatment Services Data for July – September of 2019 (combined for Ottawa Inner City Health, Somerset West CHC, Sandy Hill CHC, and Ottawa Public Health)</a>	<ul style="list-style-type: none"> <li>5 clients transported to an emergency department related to an overdose</li> </ul>	N/A

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BY ELECTRONIC MAIL

January 14, 2022

Office of the City Clerk of Windsor  
clerks@citywindsor.ca

CC: Adrian Guta, Board Member of LAW  
aguta@uwindsor.ca

**Re: Safe Consumption Site at 628 Goyeau Street**

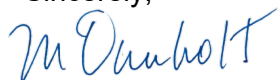
Please accept this letter of support for Windsor-Essex County to establish a safe consumption site at 628 Goyeau Street.

Legal Assistance of Windsor (L.A.W.) provides legal and social work services for low-income individuals and their families. We provide assistance to marginalized individuals living with substance misuse and addiction. Over the last two years we have seen a significant increase and in substance use and deaths due to overdose. We are aware of the dangers posed by highly toxic street drugs and the complex needs of individuals desperate in their addiction at any cost.

Safe consumption sites established across the country and the world have shown significant evidence and research demonstrating these services save lives and increase community safety. These sites provide needed health services by reducing the number of overdose deaths and sharing of injection equipment, helping to prevent infections of HIV, Hep C and other illnesses and provide increased access to addiction treatment and other necessary health services and supports.

We strongly support the recommendations of public health, front-line clinicians, harm reduction staff and people with lived experience to implement these services and provide this vulnerable population with needed safety and support at this site.

Sincerely,



Marion Overholt, Executive Director  
Legal Assistance of Windsor

January 17, 2022  
Council Meeting  
re proposed CTS site at 628 Goyeau

**From:** Capri Pizzeria  
**Sent:** Friday, January 14, 2022 11:58 AM  
**To:** clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>  
**Subject:** Capri Pizzeria and the CTS Site Selection Discussion

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

Hello

My name is Suzanne Kalaydjian and I am writing to you as the Franchisor of the Capri Pizzeria franchise located at 618 Goyeau Ave.

I do want to take a moment to express my concern about the impact this site will have on our franchisee Capri Pizzeria location at 618 Goyeau. In the discussions that took place in the Virtual town Hall we participated in the fall of 2021 it was noted that there were not a lot of businesses near the proposed sites, and that it was not a highly dense area that people visit for hospitality.

This concerns me due to the proximity of our business to both proposed sites. I appreciate the site selection will not please everyone, however, I am writing you in hopes that you will keep our business top of mind with discussions regarding safety. Undoubtedly this will negatively impact foot traffic to our business, but most importantly is the safety of our team members (many of them youth workers) who may find themselves in contact with the site users.

We have requested if there was data from other municipalities such as London that could speak to the impact on neighboring businesses and pedestrian safety /crime in these areas after opening the site. We did not receive a direct response. We would appreciate if someone on the committee could you investigate this further for us?

Thank you again for your time, and we look forward to further discussions with you.

Suzanne Kalaydjian

CAPRI PIZZERIA INC

3020 Dougall Rd.