

March 18, 2022

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of Council will be held on **Monday, March 21, 2022, at 1:30 o'clock p.m., via hybrid in Room 139, 350 City Hall Square. All members will have the option of participating in person in Room 139 or 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.** 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.

The **regular meeting** of Council will be held on **Monday, March 21, 2022 at 4:00 o'clock p.m., via hybrid in the Council Chambers, 350 City Hall Square.** All members will have the option of participating in person in the Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings during a declared emergency. The minutes will reflect this accordingly. **Any delegations will be participating electronically.**

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos

City Clerk

/bm

c.c. Chief Administrative Officer

Consolidated City Council Meeting Agenda

Date: Monday, March 21, 2022

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

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

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

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 – Councillor Fabio Costante

Ward 3 – Councillor Rino Bortolin

Ward 4 – Councillor Chris Holt

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – Councillor Jeewen Gill

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

Item #	Item Description
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1.	ORDER OF BUSINESS
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- | | |
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| 1.1. | In the event of the absence of the Mayor, Councillor McKenzie has been Appointed Acting Mayor for the month of March, 2022 in accordance with By-law 176-2018, as amended. |
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2.	CALL TO ORDER
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READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the 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
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4.	ADOPTION OF THE MINUTES
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| 4.1. | Minutes of the Regular City Council meeting held February 28, 2022 (SCM 80/2022) (<i>enclosed</i>) |
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5.	NOTICE OF PROCLAMATIONS
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Proclamations

“Earth Hour” – Saturday, March 26, 2022 from 8:30 p.m. to 9:30 p.m.

“Trans Day of Visibility” – Thursday, March 31, 2022

“Sikh Heritage Month” – Friday, April 1 to Saturday, April 30, 2022

“Global Meetings Industry Day” – Thursday, April 7, 2022

Flag Raising Ceremony

“Trans Day of Visibility” – Monday, March 28 to Friday, April 1, 2022

“Vaisakhi Festival” – Wednesday, April 13 to Saturday, April 16, 2022

Illumination

“Global Meetings Industry Day” – Thursday, April 7, 2022

“Vaisakhi Festival” – Wednesday, April 13 to Saturday, April 16, 2022

6. **COMMITTEE OF THE WHOLE**

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

7.1. Correspondence 7.1.1. through 7.1.18. (**CMC 4/2022**) (*enclosed*)

7.2. 2021 Status Report regarding Cannabis Retail Store Applications Submitted to AGCO – City Wide (**C 25/2022**)

7.3. Mayor, Councillors and Appointees Statement of Remuneration and Expenses for 2021 (**C 36/2022**)

7.4. Council Question CQ 23-2019 - Payday Loan Establishments - City Wide (**C 187/2020**)
Clerk's Note: Administration providing additional information memo dated December 6, 2021. (**AI 21/2021**) (*previously distributed*)

8. **CONSENT AGENDA**

8.1. Ontario Regulation 406/2019 - Excess Soil Management on City Projects - City Wide (**C 37/2022**)

8.2. Purchase of One (1), Two Person Rear Loading High Density Refuse Truck for the Environmental Division to be utilized City Wide (**C 33/2022**)

8.3. Active Transportation Fund - Contribution program-Capital Projects (**C 35/2022**)

8.4. Funding Program for Improving Monitoring and Public Reporting of Sewage Overflows and Bypasses (**C 29/2022**)

8.5. Amendment of Council Resolution CR21/2020 - Ward 1 (**C 31/2022**)

8.6. Reimagined Adie Knox Herman Recreation Complex Project Update and Revised Concept Plan - Ward 2 (**C 38/2022**)

CONSENT COMMITTEE REPORTS

8.7. Essex-Windsor Solid Waste Authority - Regular Board Meeting Minutes, November 2, 2021 (**SCM 56/2022**) (**SCM 17/2022**)

8.8. Minutes of the Windsor Bicycling Committee of its meeting held December 2, 2021 (**SCM 57/2022**) (**SCM 38/2022**)

8.10. West End Transit Terminal - Completion Report (Ward 2) (**SCM 59/2022**) (**S 8/2022**)

- 8.11. Transit Windsor Master Plan 2021 Update - Year 1 - City Wide (**SCM 60/2022**)
(**S 10/2022**)
- 8.12. Transit Windsor 2021 Service Performance Update - City Wide (**SCM 61/2022**)
(**S 12/2022**)
- 8.14. Draft Plan of Condominium with Exemption under Section 9(3) of the Condominium Act – 531 Pelissier Limited - 531 Pelissier Street– CDM 006-20 [CDM-6637]; Ward 3
(**SCM 70/2022**) (**S 26/2022**)
- 8.15. Draft Plan of Condominium with Exemption under Section 9(3) of the Condominium Act – Farhi Holdings Corporation 8607, 8649, 8675 and 8699 McHugh Street– CDM 005-20 [CDM-6636]; Ward 6 (**SCM 71/2022**) (**S 25/2022**)
- 8.17. OPA & Rezoning – 1741078 Ontario Inc & 115664 Ontario Inc – 4845 Walker Road - OPA 155 OPA/6592 Z-040/21 ZNG/6591 – Ward 9 (**SCM 73/2022**) (**S 23/2022**)
- 8.19. Amendment to Sign By-law 250-04 for 1200-1220 University Avenue, File No. SGN_002-21 - Ward #3 (**SCM 65/2022**) (**S 4/2022**)
- 8.20. Brownfield Community Improvement Plan (CIP) application submitted by Mikhail Holdings Limited on behalf of the Property Owner (1174478 Ontario Ltd) for 2970 College Avenue (Ward 2) (**SCM 66/2022**) (**S 18/2022**)
- 8.21. Sandwich Town CIP Application, 357-359 Indian Road; Owners Cam Crowder and Sean Lavin (Owners of GBI Holding Company) (**SCM 67/2022**) (**S 20/2022**)

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

10. **PRESENTATIONS AND DELEGATIONS**

PRESENTATION (10-minute maximum)

- 10.1. Essex Region Conservation Authority (ERCA) 2022 Draft Budget with 2021 Annual Report and Transition Plan (**SCM 77/2022**) (**enclosed**)
 - a) Tania Jobin, Chair; Kieran McKenzie, Vice Chair; Tim Byrne, CAO/Secretary-Treasurer; and Shelley McMullen, CFO/Director of Finance & Corporate Services, ERCA

DELEGATIONS: (5-minute maximum)

- 8.18. 986 Ouellette Ave, Masonic Temple - Heritage Alteration Permit, Community Heritage Fund & Commercial/Mixed Use Building Facade Improvement Program Request (Ward 3) (**SCM 68/2022**) (**S 19/2022**)
 - a) Cameron Adamson, BMTA-Committee Chair (available for questions)

- 8.9. Kildare Road (Ottawa to Tecumseh) Traffic Calming & Bikeway - Ward 4
(**SCM 58/2022**) (**S 9/2022**)
a) Mary Lou and Bob Taylor, area residents
b) David Ducharme, area resident
c) Sharon Mack, area resident
- 8.13. Official Plan Amendment and Zoning By-law Amendment for 11646 Tecumseh Rd. E.;
Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 143 [OPA/6324]; Z-005/21
[ZNG/6323]; Ward 7 (**SCM 69/2022**) (**S 2/2022**)
Clerk's Note: Administration providing additional information memo dated February 22,
2022. (**AI 4/2022**) (*previously distributed*)
a) Tracey Pillon-Abbs, Planner representing applicant
b) Tony Chau, Senior Project Manager, ADA-Architect (available for questions)
- 8.16. Rezoning - 2811035 Ontario Inc – 1913, 1925 & 1949 Devonshire Court - Z-034/21
ZNG/6571 - Ward 4 (**SCM 72/2022**) (**S 22/2022**)
Clerk's Note: Written submissions from Jessica Berwick and David Kassab are
attached.
a) Tracey Pillon-Abbs, Planner representing applicant (available for questions)
b) Tony Chau, Senior Project Manager, ADA-Architect (available for questions)
c) Jerry Kavanaugh, Owner/Manager, ADA-Architect (available for questions)
d) Raymond and Charlotte Colautti, area residents
e) Johanna Papador, area resident
f) Antonio Buttice, area resident
g) Abby Piche and Andrew Smith, Realtor
h) Roger and Jennifer Bastiaan, area residents
i) Patricia McConville, area resident
j) Rod and Paula Rankin, area residents
k) David Kassab, area resident
l) Jessica Green, area resident
m) Andy Furlong, area resident
n) Kendal McKinney, area resident
o) Dr. George Grayson, area resident
11. **REGULAR BUSINESS ITEMS** (Non-Consent Items)
- 11.1. Windsor Public Library - Facility Plan Implementation and Temporary Relocation of Main
Branch - Project Completion Report - City Wide (**C104/2021**) (**Council direction
requested**)
Clerk's Note: Administration providing additional information memos dated January 13,
2022 and February 18, 2022. (**AI 3/2022**) (**AI 5/2022**) (*previously distributed*)
- 11.2. Declaration of Improved Property Municipally Known as 1153 Ottawa Street Surplus
and Authority to Offer for Sale - Ward 4 (**C 34/2022**)
- 11.3. Amendment of Council Resolution CR256/2011 to Update Sale Price - Ward 3
(**C 40/2022**)

11.4. Revocation of Mask By-law 123/2020 (**C 44/2022**) (*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)

12.2. Report of the Striking Committee of its meeting held January 31, 2022 (**SCM 62/2022**)

12.3. Minutes of the Council Compensation Review Committee of its meeting held October 14, 2021 (**SCM 63/2022**)

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

13.1. **By-law 51-2022** A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, MUNICIPALLY KNOWN AS 436 ASKIN AVENUE, TO BE OF CULTURAL HERITAGE VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED authorized by CR553/2020 dated November 9, 2020

13.2. **By-law 52-2022** A BY-LAW TO AUTHORIZE THE EXECUTION OF AGREEMENTS RELATED TO THE IMPROVING MONITORING AND PUBLIC REPORTING OF SEWAGE OVERFLOWS AND BYPASSES PROGRAM BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF THE ENVIRONMENT, CONSERVATION AND PARKS (**See Item No. 8.4., Report C 29/2022**)

13.3. **By-law 53-2022** A BY-LAW TO PROVIDE THAT PART-LOT CONTROL SHALL NOT APPLY TO CERTAIN LAND THAT IS WITHIN REGISTERED PLAN 1196 IN THE CITY OF WINDSOR authorized by By-law 139-2013 dated August 26, 2013

13.4. **By-law 54-2022** A BY-LAW TO REVOKE BY-LAW NUMBER 123-2020, BEING A BY-LAW TO IMPOSE TEMPORARY REGULATIONS REQUIRING THE WEARING OF MASKS OR OTHER FACE COVERINGS WITHIN ENCLOSED PUBLIC SPACES (**See Item No. 11.4., C 44/2022**)

13.5. **By-law 55-2022** BY-LAW TO AMEND BY-LAW 20-2022, BEING 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

13.6. **By-law 56-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR 85/2022 dated February 28, 2022

13.7. **By-law 57-2022** 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 CR 84/2022 dated February 28, 2022

13.8. **By-law 58-2022** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 21st DAY OF MARCH, 2022

14. **MOVE BACK INTO FORMAL SESSION**

15. **NOTICES OF MOTION**

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

17. **PETITIONS**

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

18.1. Summary of Outstanding Council Questions as of March 15, 2022 (**SCM 76/2022**)

18.2. Summary of Outstanding Council Directives as of March 21, 2022 (**SCM 79/2022**)

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Housing & Homelessness Advisory Committee
Tuesday, March 22, 2022
10:00 a.m., Zoom video conference

Environment, Transportation & Public Safety Standing Committee
Wednesday, March 30, 2022
4:30 p.m., Hybrid

International Relations Committee
Thursday, March 31, 2022
3:30 p.m., Zoom video conference

Development & Heritage Standing Committee
Monday, April 4, 2022
4:30 p.m., Hybrid

Community Services Standing Committee
Wednesday, April 6, 2022
9:00 a.m., Hybrid

21. **ADJOURNMENT**

Item No. 4.1.



Committee Matters: SCM 80/2022

Subject: Adoption of the Windsor City Council meeting minutes held February 28, 2022



CITY OF WINDSOR MINUTES 02/28/2022

City Council Meeting

Date: Monday, February 28, 2022

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 1:17 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held February 14, 2022

Moved by: Councillor Gill

Seconded by: Councillor Holt

That the minutes of the meeting of Council held February 14, 2022 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 54/2022

5. NOTICE OF PROCLAMATIONS

Proclamations

"Nutrition Month" – March 2022

"International Women's Day" – Tuesday, March 8, 2022

Flag Raising Ceremony

"Windsor Stands in Solidarity with Ukraine" – Thursday, February 24, 2022

Illumination

"Windsor Stands in Solidarity with Ukraine" – Thursday, February 24, 2022

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Kaschak

Seconded by: Councillor McKenzie

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

- (a) communication items;
 - (b) consent agenda;
 - (c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
 - (d) hearing presentations and delegations;
 - (e) consideration of business items;
 - (f) consideration of Committee reports;
 - (g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
 - (h) consideration of by-laws 47-2022 through 50-2022 (inclusive).
- Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence for Monday, February 28, 2022

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR78/2022

That the following Communication Items 7.1.2, 7.1.4, and 7.1.5 as set forth in the Council Agenda **BE REFERRED** as noted; and that Items 7.1.3, 7.1.6, and 7.1.1 be dealt with as follows:

7.1.3. Letter advocating for federal government support for businesses impacted by the recent illegal occupation of the Ambassador Bridge and ongoing restrictions on Huron Church Road

AND

7.1.6. Letter requesting provincial government relief for businesses impacted by the illegal blockade of the Ambassador Bridge and its aftermath on Huron Church Road

Moved by: Councillor Morrison

Seconded by: Councillor Francis

Decision Number: CR79/2022

That the correspondence from the City of Windsor, Windsor-Essex Regional Chamber of Commerce, Tourism Windsor Essex Pelee Island, as well as the Member of Provincial Parliament (MPP) – Windsor West dated February 24, 2022 and February 18, 2022 respectively regarding the

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illegal occupation of the Ambassador Bridge and ongoing restrictions on Huron Church Road **BE RECEIVED** for information; and further,

That Administration **BE DIRECTED** to send a letter to the federal and provincial governments advocating for financial aid for Windsor businesses that were affected by the illegal occupation of the Ambassador Bridge and ongoing restrictions on Huron Church Road.

Carried.

Clerk's File: GM2022 & GP2022

7.1.1. Letter regarding accelerated transmission development in southwest Ontario

Moved by: Councillor McKenzie

Seconded by: Councillor Francis

Decision Number: CR80/2022

That the correspondence from the Minister of Energy dated February 16, 2022 regarding accelerated transmission development in southwest Ontario **BE RECEIVED** for information; and,

That Council **ENDORSE** initiatives undertaken by the Province and energy providers currently underway to augment regional energy transmission capacity, including the prioritization of the Longwood to Lakeshore Line, the Windsor to Lakeshore Line as well as the Chatham to Lakeshore Line; and,

That Council **SUPPORT** initiatives that will help to accelerate the implementation of increased transmission capacity where feasible and appropriate given legislated requirements, particularly as it relates to community consultation; and further,

That the Minister of Energy **BE NOTIFIED** of Council's decision.

Carried.

Clerk's File: GP2022

No.	Sender	Subject
7.1.1.	Ministry of Energy	Letter regarding accelerated transmission development in southwest Ontario Manager, Energy Initiatives GP2022 Note & File

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No.	Sender	Subject
7.1.2.	Town of Tecumseh	<p>The Town of Tecumseh to hold a virtual/electronic public meeting on Tuesday, March 8, 2022 at 6:15 p.m. to consider a proposed Official Plan and Zoning By-law amendment pursuant to the provisions of the <i>Planning Act, R. S. O. 1990</i></p> <p style="text-align: right;">City Planner Deputy City Solicitor Chief Building Official Development Applications Clerk ZB2022 Note & File</p>
7.1.3.	<p>City of Windsor AND Windsor-Essex Regional Chamber of Commerce AND Tourism Windsor Essex Pelee Island</p>	<p>Letter advocating for federal government support for businesses impacted by the recent illegal occupation of the Ambassador Bridge and ongoing restrictions on Huron Church Road</p> <p style="text-align: right;">Chief Administrative Officer Commissioner, Human & Health Services Commissioner, Corporate Services CFO/City Treasurer Commissioner, Infrastructure Services Commissioner, Community Services Commissioner, Legal & Legislative Services GM2022 Note & File</p>
7.1.4.	Landmark Engineers Inc.	<p>Letter regarding Notice of Study Completion for the Oldcastle Stormwater Master Plan</p> <p style="text-align: right;">Commissioner, Infrastructure Services City Planner Chief Building Official GM2022 Note & File</p>
7.1.5.	<p>Manager of Environmental Quality, City of Windsor AND Pinchin Ltd.</p>	<p>Notice of intention to apply non-potable groundwater site condition standards record of site condition (7654 Tecumseh Road East). The City of Windsor has no objection to the application.</p> <p style="text-align: right;">Commissioner, Infrastructure Services EI/11165 Note & File</p>

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No.	Sender	Subject
7.1.6.	Member of Provincial Parliament (MPP) – Windsor West	Letter requesting provincial government relief for businesses impacted by the illegal blockade of the Ambassador Bridge and its aftermath on Huron Church Road Chief Administrative Officer Commissioner, Human & Health Services Commissioner, Corporate Services CFO/City Treasurer Commissioner, Infrastructure Services Commissioner, Community Services Commissioner, Legal & Legislative Services GP2022 Note & File

Carried.

Report Number: CM 4/2022

8. CONSENT AGENDA

8.1. Audit and Accountability Funds Awarded to Digitization and Modernization of Workflows Project

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR81/2022

- I. That City Council **PRE-APPROVE** and **AWARD** of any procurement(s) necessary that are related to the Audit and Accountability Fund, Intake 3 provided that the procurement(s) are within previously approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the Chief Financial Officer/City Treasurer, and in technical content to the CIO/Executive Director of Information Technology; and,
- II. 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 for the Audit and Accountability Fund, Intake 3 , satisfactory in legal form to the City Solicitor, in financial content to Chief Financial Officer/City Treasurer, and in technical content to the CIO/Executive Director of Information Technology; and,
- III. 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 financial content to Chief Financial Officer/City Treasurer, and in technical content to the CIO/Executive Director of Information Technology; and,

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- IV. That the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims, applicable schedules and other such documents required as part of the request for payment or the submission of a reporting package to the CIO/Executive Director of Information Technology, subject to financial content approval from the area's Financial Manager; and further,
- V. That the Chief Financial Officer/City Treasurer **BE AUTHORIZED** to post the Final Report to the corporate website by no later than February 1, 2023 in accordance with the grant's requirements.

Carried.

Report Number: C 21/2022

Clerk's File: AF/14041

8.4. RICBL Exemption 2021-4 - Dillon Consulting Limited - 0 Tecumseh Road East - Ward 7

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR84/2022 DHSC 366

- 1) That Council **APPROVE** the request of Dillon Consulting Limited, on behalf of Sfera Architectural Associated Inc. / The D'Amore Group, for an exemption from the provisions of Interim Control By-law 103-2020 for the property known municipally as 0 Tecumseh Road East (Roll No. 070-880-00200; southwest corner of Tecumseh Road East and Robinet Road).
- 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 Tecumseh Road East (southwest corner of Tecumseh Road East and Robinet Road)**

N Part Lot 5, Registered Plan 62; Roll No. 070-880-00200

Carried.

Report Number: SCM 43/2022 & S 3/2022

Clerk's File: Z/14231

8.5. Rezoning - 2776557 Ontario Ltd - 1153-1159 Riverside Drive East - Z-037/21 ZNG/6588 - Ward 4

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR85/2022 DHSC 367

- I. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lot 1, Plan 433 (Roll No: 030-020-10200), situated on the south side of Riverside Drive East, west of Pierre Avenue

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and known municipally as 1153-1159 Riverside Drive East by adding a site specific exception to Section 20(1) as follows:

434. SOUTH SIDE OF RIVERSIDE DRIVE EAST, WEST OF PIERRE AVENUE

For the lands comprising of Lot 1, Registered Plan 433, a *multiple dwelling* containing a maximum of 8 *dwelling units* shall be an additional permitted *main use* and shall be subject to the following additional provisions:

- | | |
|---|----------------------------------|
| a) Lot Width – minimum | 15.0 m |
| b) Lot Coverage – maximum | 52.5 % |
| c) Side Yard Width – minimum | 1.50 m |
| d) Required Parking – minimum | 1 space per <i>dwelling unit</i> |
| e) Required Visitor Parking – minimum | 0 |
| f) Parking Area Separation – minimum | |
| From an <i>interior lot line</i> or alley | 0.60 m |

[ZDM 6; ZNG/6588]

II. That the Site Plan Approval Officer **BE DIRECTED** to:

- a) Circulate any application to the Essex Region Conservation Authority for their review and comment;
- b) Enhance the landscaped area along the Riverside Drive frontage per the comments of the Landscape Architect; and
- c) Consider maximizing the number of bicycle parking spaces to mitigate the reduction in motor vehicle parking spaces.

Carried.

Report Number: SCM 44/2022 & S 5/2022

Clerk's File: ZB/14253

8.7. Pillette Village BIA Streetscape Improvements - Funding Proposal

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR87/2022 DHSC 369

- I. That the proposed streetscape modifications for Pillette Village BIA as shown in Appendix B as prepared by the Pillette Village BIA Association in collaboration with the Planning & Building Department **BE APPROVED**.
- II. That the request of the Pillette Village BIA Association for consideration of a 50/50 cost sharing arrangement subject to the following terms **BE APPROVED**:
 - a. That the Pillette Village BIA Association be provided with a 10-year interest free loan in the amount of \$160,000;

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- b. That prior to commencement of the project, an amount of \$54,000 representing funds that have been collected from the Pillette Village BIA Association membership for purposes of this project be remitted to the City and deducted from the initial loan amount; and,
 - c. That commencing in 2023, an annual amount of \$10,600 be included in the Pillette Village BIA Association's budget and remitted directly to the City.
- III. That a capital project in the amount of \$320,000 **BE ESTABLISHED** with funding as follows:
- a) That funding in the amount of a \$160,000 representing the City's share of the estimated costs be transferred from the BIA Assistance Program project 7069002 to the capital project; and,
 - b) That funding in the amount of \$160,000 be set up as a long-term receivable from the Pillette Village BIA Association.
- IV. That the CAO and the City Clerk **BE AUTHORIZED** to sign an Agreement with the Pillette Village BIA Association with regards to the loan, satisfactory in form to the City Solicitor, in financial content to the Chief Financial Officer and City Treasurer, and in technical content to the City Planner.
- V. That the CAO and City Clerk **BE AUTHORIZED** to execute any other agreements that may be required as a result of the proposed capital works satisfactory in form to the City Solicitor, in financial content to the Chief Financial Officer and City Treasurer, and in technical content to the City Planner.

Carried.

Report Number: SCM 42/2022 & C 21/2020

Clerk's File: Z/13002

11.2. 2021 Micro-Mobility Pilot Review - Bird Canada E-Scooters and E-Bikes

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR90/2022

1. That the report of the Policy Analyst dated January 24, 2022 entitled "2021 Micro-Mobility Pilot Review – Bird Canada E-Scooters and E-Bikes" **BE RECEIVED** for information; and,
2. That Council **DIRECT** administration to continue pursuing a micro-mobility program for the 2022 year by renewing Bird Canada's existing contract under the same terms and conditions; and further,
3. That Administration **BE DIRECTED** to extend the trial period for an additional one-year whereby e-scooters will be permitted on the Riverfront Trail paved path; and that the Parks By-law 131-2019 **BE AMENDED** accordingly; and, that the City Solicitor **BE DIRECTED** to prepare the necessary documents to amend the by law.

Carried.

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

8.3. A Provisional By-Law for the Repair and Improvement to the McKee Drain - Wards 1 and 2

Moved by: Councillor Francis
Seconded by: Councillor Gignac

Decision Number: CR83/2022

That the report of the Engineer III dated February 10, 2022 entitled "A Provisional By-Law for the Repair and Improvement to the McKee Drain – Wards 1 and 2" **BE DEFERRED** to a future City Council meeting to allow time for Administration to meet with the affected property owner for further discussion; and further,

That Administration **BE DIRECTED** to request funding from the Ministry of Transportation (MTO) for all expenses associated with any repair and improvements (construction works) to the McKee Drain as it provides a drainage outlet to the Rt. Honourable Herb Gray Parkway and was altered due to the development of the Parkway project.

Carried.

Report Number: C 26/2022
Clerk's File: SW/14303

10. PRESENTATIONS AND DELEGATIONS

11.1. Regional Food and Organic Waste and Biosolids Processing Project Update - City Wide

Michelle Bishop, General Manager, and Cathy Copot-Nepszy, Manager of Waste Diversion, Essex-Windsor Solid Waste Authority (EWSWA)

Michelle Bishop, General Manager, and Cathy Copot-Nepszy, Manager of Waste Diversion, Essex-Windsor Solid Waste Authority (EWSWA), appear before Council to make a presentation entitled "Regional Food, Organic and Biosolids Waste Processing" and provides a brief outline of the process, including details related to Provincial Legislation; Ontario's Food and Organic Waste Policy Statement requires some municipalities in Essex-Windsor to achieve specific reduction or recovery target rates by 2025; methods of achieving reduction targets; Municipal Participation Requirements as per the Organics Provincial Policy Statement (OPPS); City of Windsor – Provide curbside collection of food and organic waste to single family dwellings in an urban settlement area and to achieve a target rate of reduction of 70%; types of food and organic waste including soiled

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paper and food waste; food and organic waste types already captured including seasonal outdoor waste, leaf and yard waste, flowers and houseplants; types of available technology including composting, anaerobic digestion, biodryer, and syngas; procurement options and potential locations; project timeline to date; consultation with Ministry of Environment, Conservation and Parks (MECP); Regional Program - Benefits to Participation at the Onset and Other Considerations; Regional Program Estimated Costs by year; Regional Program - Changes to EWSWA Costs by year; Short Term Service Contract; EWSWA Board adopted resolution is reviewed; EWSWA communication to surrounding municipalities occurred in January 2022.

Moved by: Councillor Gignac

Seconded by: Councillor Francis

Decision Number: CR89/2022

That the presentation by Michelle Bishop, General Manager, and Cathy Copot-Nepszy, Manager of Waste Diversion, Essex-Windsor Solid Waste Authority (EWSWA), entitled "Regional Food, Organic and Biosolids Waste Processing" **BE RECEIVED** for information; and,

That Council **RECEIVE FOR INFORMATION** the letter received from Essex-Windsor Solid Waste Authority (EWSWA) dated January 27, 2022 regarding the Resolution of the EWSWA Board – Regional Food and Organics and Biosolids Waste Management Project attached as Schedule "A"; and,

That Council **RECEIVE FOR INFORMATION** the memorandum prepared by the Regional Food and Organics Oversight Committee and sent to EWSWA Board Members on January 6, 2022 regarding the Regional Food and Organics and Biosolids Waste Management Project – Facility Ownership and Recommended Next Steps attached as Schedule "B"; and further,

That City Council **AGREE IN PRINCIPLE** to participate in a EWSWA-led Regional Food and Organic Waste Management Program; and further,

That Administration **BE DIRECTED** to advise EWSWA of this decision prior to March 31, 2022.

Carried.

Report Number: SCM 52/2022 & C 14/2022

Clerk's File: SW/13940

8.6. Rezoning - 2156567 Ontario Ltd. – 1092-1096 Dougall Avenue - Z-041/21 ZNG/6624 - Ward 3

Tracey Pillon-Abbs, Principal Planner representing the Applicant

Tracey Pillon-Abbs, Principal Planner representing the applicant, appears before Council regarding the administrative report entitled "Rezoning - 2156567 Ontario Ltd. – 1092-1096 Dougall Avenue - Z-041/21 ZNG/6624 - Ward 3" and provides details of the application adding several additions that the owner is willing to add, including only one extra parking spot that will be required; adding more

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bicycle parking and would be willing to install extra parking in front/side yard to address the concerns brought forward; and concludes by suggesting that Council re-consider their decision from the Development & Heritage Standing Committee Meeting public meeting and staff to deny the application or to defer the decision to allow for the applicant to work with administration to find a solution to the parking issue.

Moved by: Councillor Bortolin
Seconded by: Councillor Francis

Decision Number: CR86/2022 DHSC 368

That the application of 2156567 Ontario Ltd. for an amendment to Zoning By-law 8600 for Lot 328 and Part Lot 327, Registered Plan 581, (known municipally as 1092-1096 Dougall Avenue; Roll No. 040-370-07800; PIN 00187-0245), situated at the northeast corner at Dougall Avenue and Pine Street, to allow a multiple dwelling containing a maximum of five dwelling units as an additional permitted use subject to additional provisions **BE DENIED**; and,

That the request for an exemption from Interim Control By-law 103-2020 **BE DENIED**.
Carried.

Report Number: SCM 45/2022 & S 6/2022
Clerk's File: ZB/14265

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

8.2. Alley Lighting Policy Change - Citywide

Moved by: Councillor Bortolin
Seconded by: Councillor Gill

Decision Number: CR82/2022

That the Street Lighting Policy, attached as Appendix B of this report, **BE ADOPTED**;

That the Local Improvement Policy, attached as Appendix A of this report, **BE ADOPTED**; and,

That the annual operating cost requirements **BE REFERRED** to the 2023 budget process.
Carried.

Report Number: C 28/2022
Clerk's File: SL/14255

8.8. Response to CQ 32-2020: Tree Protection and Replacement Policies Related to Development – City Wide

Moved by: Councillor McKenzie
Seconded by: Councillor Morrison

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Decision Number: CR88/2022 DHSC 370

That the report of the Landscape Architect dated September 23, 2021 entitled "Response to CQ 32-2020: Tree Protection and Replacement Policies Related to Development – City Wide" **BE REFERRED** back to Administration; and further,

That Administration **REPORT BACK** to Council to provide information related to options for a regulatory framework to ensure overall tree coverage across the community is not diminished due to the new development of private lands by requiring the replacement of trees removed on a caliper per caliper basis as deemed appropriate by the City Forester and City Planner.

Carried.

Report Number: SCM 46/2022 & C 142/2021
Clerk's File: SRT2022

12. CONSIDERATION OF COMMITTEE REPORTS

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

Moved by: Councillor Gill

Seconded by: Councillor Sleiman

Decision Number: CR91/2022

That the report of the In Camera meeting held February 28, 2022 **BE ADOPTED** as presented.
Carried.

Clerk's File: ACO2022

12.2. Minutes of the Housing & Homelessness Advisory Committee of its meeting held January 25, 2022

Moved by: Councillor Gill

Seconded by: Councillor Sleiman

Decision Number: CR92/2022

That the minutes of the Housing & Homelessness Advisory Committee of its meeting held January 25, 2022 **BE RECEIVED**.

Carried.

Report Number: SCM 40/2022

Clerk's File: MB2022

12.3. Report No. 12 of the Housing & Homelessness Advisory Committee - Increase supports for Housing Retention Policies

Moved by: Councillor Gill

Seconded by: Councillor Sleiman

Decision Number: CR93/2022

That Report No. 12 of the Housing & Homelessness Advisory Committee of its meeting held on January 25, 2022 indicating:

That City Council BE REQUESTED to call upon Senior Levels of Government to increase support for housing retention policies including but not limited to the creation of long-term sustainable funding envelopes to increase supply and to promote successful tenancies through increased supports and supportive housing programming and that this resolution BE FORWARDED to the Prime Minister of Canada, the Premier of Ontario, the Minister of Housing, all local MP's and MPP's. the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, the Western Ontario Wardens' Caucus and the Eastern Ontario Wardens' Caucus.

BE APPROVED.

Carried.

Report Number: SCM 39/2022
Clerk's File: MB2022

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Kaschak

Seconded by: Councillor McKenzie

That the following By-laws No. 47-2022 through 50-2022 (inclusive) be introduced and read a first and second time:

47-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR425/2021 dated October 4, 2021.

48-2022 A BY-LAW TO ASSUME ORA STREET EAST OF PRAIRIE COURT BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-639 KNOWN AS ORA STREET EAST OF PRAIRIE COURT AND THE MUNICIPAL SERVICES LOCATED THEREIN, IN THE CITY OF WINDSOR authorized by M98-2012 dated February 21, 2012.

49-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR39/2022 dated January 31, 2022.

50-2022 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 28th DAY OF FEBRUARY, 2022.

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

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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.

15. NOTICES OF MOTION

Moved by: Councillor Francis

Seconded by: Councillor Gill

Decision Number: CR94/2022

That Rule 13.9 of the Procedure By-law regarding business not already before Council **BE WAIVED** to permit the introduction of a motion for consideration without prior notice regarding proof of full vaccination prior to entering any city-owned indoor recreation venue or facility that has indoor event spaces.

Carried.

Moved by: Councillor Gignac

Seconded by: Councillor Francis

Decision Number: CR95/2022

Whereas the Province of Ontario is progressing through a roadmap to lift COVID-19 restrictions as early as March 1, 2022; and,

Whereas Council previously directed Administration (through CR411/2021) to require participants and spectators 12 years old and up to provide proof of full vaccination prior to entering any City-owned indoor recreation venue or facility that has indoor event spaces, such as banquet halls and conference/convention centres;

Now therefore be it resolved THAT Council **RESCINDS** its proof of vaccination direction (CR411/2021) and **DIRECTS** Administration to continue following the direction of the Windsor Essex County Health Unit, regarding COVID-19 public health measures.

Carried.

Clerk's File: MH/13786

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16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

That the By-laws No. 47-2022 through 50-2022 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.
Carried.

17. PETITIONS

None presented.

18. QUESTION PERIOD

18.1. CQ 4-2022

Moved by: Councillor Gill
Seconded by: Councillor Francis

Decision Number: CR96/2022

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

CQ 4-2022:

Assigned to Commissioner, Human & Health Services:

Asks Administration to make public any information they may have with respect to humanitarian aid or how residents can donate to support the people of Ukraine.

Carried.

Clerk's File: ACOQ2022

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21. ADJOURNMENT

Moved by: Councillor Kaschak

Seconded by: Councillor McKenzie

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 2:36 o'clock p.m.

Mayor

City Clerk

SPECIAL MEETING OF COUNCIL – IN CAMERA
February 28, 2022

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: 12:00 p.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

Members Absent:

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, Commissioner, Community Services
S. Vlachodimos, City Clerk
A. Teliszewsky, Mayor's Chief of Staff
J. Guthrie, Deputy Treasurer, Taxation (Item 3)
V. Mihalo, Executive Director of Human Resources (Item 2)
P. Brode, Senior Legal Counsel (Item 2)
A. Hartley, Senior Legal Counsel (Items 3 and 4)

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

4. Legal matter – agreement/contractual negotiations.

Motion Carried.

Verbal Motion is presented by Councillor Morrison, seconded by Councillor Kaschak, to move in Camera for discussion of the following item(s), adding Item 4:

<u>Item No.</u>	<u>Subject</u>	<u>Section – Pursuant to Municipal Act, 2001, as amended</u>
1.	Property matter – sale of land	239(2)(c)
2.	Personal matter – about identifiable individuals/litigation	239(2)(b)(e)
3.	Legal matter – agreement/potential litigation/negotiations	239(2)(e)(k)
4.	Legal matter – agreement/contractual negotiations – ADDED (See item 11.1 on regular agenda)	239(2)(f)

Motion Carried.

Declarations of Pecuniary Interest:

None disclosed.

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

Meeting recesses at 1:05 o'clock p.m.

Meeting reconvenes in open session at 1:16 o'clock p.m.

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

Motion Carried.

****SEE NOTE BELOW**

Moved by Councillor Bortolin, seconded by Councillor Costante,

THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held February 28, 2022, directly to Council for consideration at the next Regular Meeting.

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

2. That the recommendation contained in the in-camera report from the Executive Director of Human Resources, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a personal matter – about identifiable individuals/litigation **BE APPROVED.**

3. That the recommendation contained in the in-camera report from the Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a legal matter – agreement/potential litigation/negotiations **BE APPROVED.**

4. That the confidential verbal update from the Commissioner, Legal and Legislative Services and the Commissioner, Infrastructure Services respecting a legal matter – agreement contractual negotiations **BE RECEIVED.**

Motion Carried.

**Moved by Councillor Francis, seconded by Councillor Gill,
That the special meeting of council held February 28, 2022 BE ADJOURNED.**

(Time: 1:17 p.m.)

Motion Carried.

****CLERK'S NOTE: The transmittal motion and final votes were held in the open session of Council on February 28, 2022.**



Correspondence Report: CMC 4/2022

ATTACHMENTS

Subject: Correspondence for March 21, 2022

No.	Sender	Subject
7.1.1.	City of Lublin, Poland	<p>Letter regarding the preparation of a comprehensive package of aid measures for the Ukrainian people who have fled war</p> <p style="text-align: right;">Commissioner, Human & Health Services APRP2022 Note & File</p>
7.1.2.	Town of Tecumseh	<p>The Town of Tecumseh to hold a virtual/electronic public meeting on Tuesday, March 22, 2022 at 6:15 p.m. to consider a proposed Zoning By-law amendment pursuant to the provisions of the <i>Planning Act, R. S. O. 1990</i></p> <p style="text-align: right;">City Planner Deputy City Solicitor Chief Building Official Development Applications Clerk ZB2022 Note & File</p>

No.	Sender	Subject
7.1.3.	Town of LaSalle	<p>By-law Number 8668</p> <p>AND</p> <p>To view the Drainage Report for the Lower Portion of the Cahill Drain click here</p> <p>Commissioner, Infrastructure Services Executive Director, Engineering/Deputy City Engineer Manager, Design Engineer III SW/13803 Note & File</p>
7.1.4.	<p>Town of LaSalle</p> <p>AND</p> <p>Andrew Dowie, Engineer III & Drainage Superintendent</p>	<p>Notice of the Sitting of the Court of Revision – Cahill Drain</p> <p>AND</p> <p>Memo regarding the Town of LaSalle Cahill Drain Court of Revision</p> <p>Commissioner, Infrastructure Services Executive Director, Engineering/Deputy City Engineer Manager, Design Engineer III SW/13803 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.5.	Enbridge Gas Inc.	<p>Letter requesting support for the Panhandle Regional Expansion Project</p> <p>Commissioner, Corporate Services CFO/City Treasurer</p> <p>Commissioner, Infrastructure Services Senior Manager, Asset Planning</p> <p>COUNCIL DIRECTION REQUESTED, otherwise MU2022 Note & File</p>

No.	Sender	Subject
7.1.6.	Enbridge Gas Inc.	<p>Letter regarding incoming Senior Vice President & President of Gas Distribution and Storage, Michele Harradence</p> <p style="text-align: right;">MU2022 Note & File</p>
7.1.7.	The Windsor Utilities Commission	<p>Drinking Water Systems Regulation O. Reg. 170/03 Annual Report 2021</p> <p style="text-align: right;">Commissioner, Infrastructure Services EI/10108 Note & File</p>
7.1.8.	Coventry Association for International Friendship	<p>Statements regarding Ukraine</p> <p style="text-align: right;">Commissioner, Human & Health Services APRP2022 Note & File</p>
7.1.9.	The Friends of the Court	<p>Letter regarding condition of Brock Street between Sandwich Street and Peter Street</p> <p style="text-align: right;">Commissioner, Infrastructure Services Manager, Contracts, Field Services & Maintenance SW2022 Note & File</p>
7.1.10.	<p>Walkerville-Walker Developments</p> <p>AND</p> <p>Greg Atkins, Planner III, City of Windsor</p>	<p>Letter regarding new residential development project on Walker Road – Brownfield Rehabilitation Program and Brownfield Tax Assistance Program</p> <p>AND</p> <p>Memo regarding Community Improvement Plan Brownfield (CIP) retroactivity request</p> <p style="text-align: right;">Deputy Treasurer, Taxation, Treasury & Financial Planning City Planner/Executive Director Planning & Development Services Manager, Planning Policy/Deputy City Planner Planner III – Economic Development ZS/12991 Note & File</p>

No.	Sender	Subject
7.1.11.	Alex Hartley, Senior Legal Counsel, City of Windsor	Memo regarding the update on changes to conservation authority programs and services Commissioner, Legal & Legislative Services Senior Legal Counsel City Planner GCE2022 Note & File
7.1.12.	M.E. Bernard, Manager of Social Policy and Planning, City of Windsor/ Project Manager, Windsor Essex Local Immigration Partnership (WE LIP)	Memo regarding information on humanitarian aid and donations to support the people of Ukraine (CQ 4-2022) Commissioner, Human & Health Services APRP2022 Note & File
7.1.13.	City Planner/ Executive Director	Application for Zoning Amendment, JBM Capital Inc., 2601 Lauzon Road, Application to amend Zoning By-law 8600 to allow for the development of multi-family dwellings Z/14313 Note & File
7.1.14.	City Planner/ Executive Director	Application for Zoning Amendment, Lee J. Doucette, 1646-1648 Drouillard Road, Application to amend Zoning By-law 8600 to allow for the development of a multiple dwelling building with a maximum of four residential units Z/14314 Note & File

No.	Sender	Subject
7.1.15.	City Planner/ Executive Director	<p data-bbox="695 247 1425 531">Application for Zoning Amendment, Vito Maggio Holdings Inc., 642 Windermere Road, Application to amend Zoning By-law 8600 to permit a permanent patio to the rear of the existing residential building, to be used by the Restaurant located on the property to the north known municipally as 1731 Wyandotte Street East</p> <p data-bbox="1279 569 1430 636" style="text-align: right;">Z/14315 Note & File</p>
7.1.16.	City Planner/ Executive Director	<p data-bbox="695 657 1425 856">Application for Zoning Amendment, 1933923 Ontario Ltd., 0 & 817 Elinor Street and 0 Wyandotte Street East, Application to amend Zoning By-law 8600 to allow three multiple dwellings with 5 or more dwelling units each</p> <p data-bbox="1279 894 1430 961" style="text-align: right;">Z/14316 Note & File</p>
7.1.17.	City Planner/ Executive Director	<p data-bbox="695 978 1425 1220">Application for Zoning Amendment and Official Plan Amendment, Tunio Development, 0 & 3885 Sandwich Street, Application to amend Zoning By-law 8600 to allow for the development of an 11-storey combined use building with commercial & parking on main floor and residential above</p> <p data-bbox="1279 1257 1430 1325" style="text-align: right;">Z/14317 Note & File</p>

No.	Sender	Subject
7.1.18.	Manager of Urban Design	<p>Recent Site Plan Control (SPC) applications:</p> <ul style="list-style-type: none"> • Amazon Cda Fulfillment Services, 4001 Plymouth, logistics distribution building • 2509252 Ont. Ltd. – David Traher, 5050 Tecumseh East, two new commercial buildings • GBI Holding Co. Inc., 357-359 Indian, residential duplex • Riverview Steel Co. Ltd., 8165 Anchor, warehouse addition • St. Clair Student Rep., 2000 Talbot, single storey football fieldhouse building • Jay Shanmugam – WECHC, 3351-3493 Bloomfield, three new buildings including four units each • 2798315 Ont. Inc. – Rosati, 1958-1968 Wyandotte East, renovation adding rest. & offices • Westdell Dev. Corp. – D. Traher, 1475 Huron Church, phase II commercial centre • Shamshoon Ilishya, 5885 Wyandotte East, medical/business office addition • Middle Eastern Bible Fellowship, 3385 Forest Glade, one storey multi-activity hall • Windsor Islamic Association, 2348-2380 Dominion, residential 5 buildings/6 units per • Castlegate Towers Inc., 0 (2230-2240) Daytona, 6 unit townhome • GEDSB, 3070 Stillmeadow, park lot/bus bay/fire route <p style="text-align: right;">Z2022 ZS/13658 Note & File</p>



WM-PR.0340.2.2022

Lublin, 3 marca 2022 r.

Dear friends,

In the face of unprecedented military aggression against Ukraine, the City of Lublin stands side by side with neighbouring Ukraine and offers support. As a matter of urgency, we are preparing a comprehensive package of aid measures for people who have fled war.

Emergency housing for people fleeing Ukraine has been put in place in several locations throughout Lublin. The City of Lublin is ready to accommodate 15 000 people (in schools, dormitories and other adapted to that purpose facilities). Residents and businesses eagerly volunteer to host Ukrainian citizens under their roofs. Hospitality sector is no different. Restaurants offer hot meals free of charge to all those in need. Ukrainian children find places in Lublin's schools and pre-schools. A day-care centre and a children's room have also been launched to provide care for children and young people during their guardians' absence.

Since 28 February, citizens of Ukraine who seek refuge because of war are offered free public transport in Lublin.

Social Committee to Aid Ukraine operates in Lublin, as an umbrella organisation, to integrate help from Lublin self-government, NGOs and residents to support refugees from Ukraine. The Committee operates a 24-hour hotline and provides housing, food, legal aid, as well as support of psychologists and doctors, among many others. The Committee was joined by thousands of volunteers, including Lublin-based Ukrainian residents.

Hundreds of thousands of people come from Ukraine, and thousands are already in Lublin. At the moment there is no need to relocate refugees to other countries. However, this may change in the coming weeks.

Needs-driven collections for Ukrainian students – volunteers staying in Lublin – have also been held.

You are welcome to engage in help for Ukraine by providing:

1. **Humanitarian aid (we are ready to obtain a list of required items from our partner cities)**
2. **Donations payable to three organisations that work in the Committee, alongside the City of Lublin**
 - **Stowarzyszenie Homo Faber (Homo Faber Association), payment referenced 'Ukraine'**

Address: ul. Chopina 41/2, 20-023 Lublin, Poland



Bank name: Credit Agricole Bank Polski S.A.
Account No PL 93 1940 1076 3069 8598 0000 0000
SWIFT: AGR IPLPR

- **Fundacja Kultury Duchowej Pogranicza (Foundation for Borderland Culture), with payment reference 'Ukraine' or 'Help for Ukrainian students'**

Address: Aleja Warszawska 71, 20-803 Lublin, Poland
Bank name: Pekao S.A. IV o. Lublin
EUR Account No PL 54 1240 2500 1978 0011 1183 9802
USD Account No PL 03 1240 2500 1787 0011 1183 9600
SWIFT: PKOPPLPW

- **Fundacja na rzecz Państwa Prawa (The Rule of Law Institute Foundation), payment reference 'Ukraine'**

ul. Chopina 14/70, 20-023 Lublin, Poland
Bank name: Bank Pekao SA III O/Lublin
EUR Account No PL 02 1020 3150 0000 3402 0133 7096
USD Account No PL 42 1020 3150 0000 3302 0133 7104
SWIFT: PKOPPLPW

Thank you all for your solidarity. Let us stay in touch.

Yours sincerely

Mayor of Lublin
Krzysztof Żuk

2022

MAR 02 2022

TOWN OF TECUMSEH
NOTICE OF VIRTUAL/ELECTRONIC PUBLIC MEETING
PROPOSED ZONING BY-LAW AMENDMENT

RECEIVED

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a virtual/electronic public meeting **Tuesday, March 22, 2022 at 6:15 p.m.** to consider a proposed Zoning By-law amendment pursuant to the provisions of the *Planning Act, R.S.O. 1990*. Please see below for information on how to provide comments or participate in the virtual/electronic public meeting.

A Zoning By-law amendment application (*Application/File: D19 292LES*) has been submitted a 719.8 square metre (7,748 square foot) parcel of land situated on the east side of Lesperance Road (292 Lesperance Road), immediately adjacent to the Lesperance Road/Little River intersection (see Key Map below for location). The purpose of the amendment is to permit an attached Additional Residential Unit (ARU) within the basement of the existing single-unit dwelling, in accordance with subsection 4.2.2 vii) of the Tecumseh Official Plan. The amendment will facilitate the conversion of the basement into an ARU, with the main floor of the dwelling remaining as the primary residential unit within the dwelling. The primary dwelling unit along with the proposed ARU would be accessed through the existing entrance that would be renovated into a common vestibule. The subject property is designated Residential in the Tecumseh Official Plan.

ANY PERSON may attend the virtual public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law amendment.

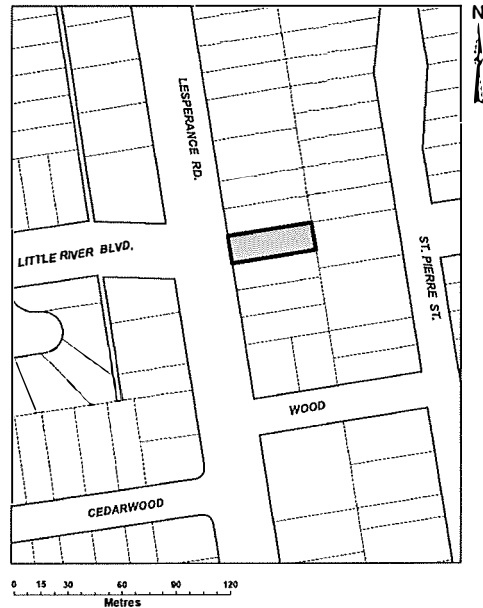
If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Town of Tecumseh before the Zoning By-law amendment is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Town of Tecumseh before the Zoning By-law amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in an Electronic Public Meeting

Due to the COVID-19 declared emergency, Public Meetings are being held virtually through electronic means and live-streamed on the Town's website. Any person who wishes to **make oral submissions** during the electronic Public Meeting **must register as a delegate**. To register as a delegate, persons may use the online registration form on the Town's website at www.tecumseh.ca/delegations or by providing their contact information (name, address, email and phone number) to the Town Clerk by **12:00 p.m. (noon) on Tuesday, March 22, 2022**. Registered delegates will receive the necessary log-in details to the meeting. By registering as a delegate persons are consenting to their image, voice and comments being recorded and available for public viewing on the Town's website. **Written submissions** may also be provided to the Clerk **12:00 p.m. (noon) on Thursday, March 17, 2022**.

KEY MAP



 Lands Subject to Proposed Amendment

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Zoning By-law amendment, **you must make a written request** to the Corporation of the Town of Tecumseh, c/o Laura Moy, Clerk, at the mailing address noted below.

ADDITIONAL INFORMATION and any associated reports/documents relating to this matter are available for review during regular office hours at the Town Municipal Office on Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (<https://calendar.tecumseh.ca/meetings>) on Friday, March 18, 2022.

DATED AT THE TOWN OF TECUMSEH
THIS 25TH DAY OF FEBRUARY, 2022.

LAURA MOY, CLERK, TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO, N8N 1W9

The Corporation of the Town of LaSalle

By-law Number 8668

A By-law to provide for the maintenance, improvement, and realignment of the Cahill Drain in the Town of LaSalle, in the County of Essex

Whereas the Council of the Corporation of the Town of LaSalle (hereafter, “the Town”), in the County of Essex, has procured a report under section 78 of the Drainage Act for the maintenance, improvement, and realignment of the Cahill Drain;

And whereas the Drainage Report for the Cahill Drain (hereafter “Drainage Report”) dated October 9, 2020 has been authored jointly by Tony Peralta, P. Eng. of N.J. Peralta Engineering Ltd. and Tim Oliver, P. Eng. of Dillon Consulting Ltd. and said report is attached hereto as Schedule “A” and forms part of this By-law;

And whereas \$886,300.00 is the estimated cost for the drainage works;

And whereas the Council of the Corporation of the Town of LaSalle is in the opinion that the proposed drainage works for the maintenance, improvement and realignment of the Cahill Drain is desirable.

Now therefore the Council of the Corporation of the Town of LaSalle, pursuant to the Drainage Act hereby enacts as follows:

1. Authorization

That the Drainage Report providing for the maintenance, improvement and realignment, inclusive of assessment schedules and final drawings, of the Cahill Drain dated October 9, 2020, as prepared jointly by N.J. Peralta Engineering Ltd. and Dillon Consulting Ltd., attached hereto as Schedule “A” and forming part of this By-law, is hereby adopted and the drainage works as described therein are approved and shall be completed in accordance therewith.

2. Borrowing

That the Town may borrow on the credit of the Corporation the amount of \$886,300.00 being the amount necessary for the completion of the drainage works.

3. Debentures

That the Town may issue debentures for the amount borrowed and the amount of such debentures shall be reduced to the total amount of:

- a. Grants received under Section 85 of the said Act;
- b. Commuted payments made in respect of land and roads assessed.

4. Payment

That the terms for the payment of debentures will be set in accordance with Town of LaSalle Municipal Drainage Billing and Collection Policy, F-GEN-010.

5. That the Mayor and Clerk be authorized to enter into an agreement for the construction of the drainage works to be made with some person or persons, firm or corporations, subject to the approval of Council.

6. That this Bylaw shall come into force upon and after the final passing thereof.

Read a first and second time this 22nd day of February 2022.

Mayor

Clerk

Read a third and final time this _____ day of _____, 2022.

Mayor

Clerk

Corporation of the Town of LaSalle

5950 Malden Road, LaSalle, Ontario N9H 1S4
Phone: 519-969-7770 Fax: 519-969-4029 www.lasalle.ca



February 24, 2022

Sent Via Email Only

Steve Vlachodimos, Clerk, City of Windsor at svlachodimos@citywindsor.ca
Laura Moy, Clerk, Town of Tecumseh at lmoy@tecumseh.ca

Dear Mr. Vlachodimos and Ms. Moy,

Re: Notice of the Sitting of the Court of Revision – Cahill Drain

Please find enclosed a copy of correspondence regarding the Notice of Sitting of Court of Revision for the **Cahill Drain** in accordance with the *Drainage Act* which will be mailed to all affected landowners in the Town of LaSalle. The Court is scheduled to meet at 4:00 p.m. on April 7, 2022.

It has been identified that landowners in the City of Windsor and Town of Tecumseh will also be affected by the drainage works. In this regard, I kindly request that you notify the affected landowners in your respective municipalities of the scheduled Court of Revision.

Owners of land assessed for drainage works may appeal or make objections to the Court of Revision on any of the grounds specified under Section 52 of the Drainage Act and must do so in writing to the Clerk at the Town of LaSalle on or before 4:30 p.m. on March 28, 2022. Notice of Appeal forms can be obtained by visiting the Town's website at <https://www.lasalle.ca/en/town-hall/municipal-drainage.aspx>. Completed Notice of Appeal forms may be emailed directly to the Clerk at jastrologo@lasalle.ca. Notice of Appeal Forms are also available at the LaSalle Civic Centre and may be filed in person.

Questions with respect to this correspondence can be directed to the undersigned via email at jastrologo@lasalle.ca

Sincerely,

Jennifer Astrologo
Director of Council Services/Clerk
Town of LaSalle
519-969-7770

cc. Jonathan Osborne, Director of Public Works, Town of LaSalle
Michael Cappucci, Manager of Engineering, Town of LaSalle





Corporation of the Town of LaSalle

5950 Malden Road, LaSalle, Ontario N9H 1S4
Phone: 519-969-7770 Fax: 519-969-4029 www.lasalle.ca

Notice of Sitting of Court of Revision

Drainage Act. R.S.O. 1990, c. D.17, s. 46

Dear Affected Property Owners/Agencies,

You are hereby notified that the Council of the Corporation of the Town of LaSalle adopted the Drainage Report prepared by Tim Oliver, P. Eng. of Dillon Consulting Ltd., and Tony Peralta, P. Eng. of N.J. Peralta Engineering Ltd dated October 9, 2020, with respect to Cahill Drain and gave first and second reading to By-law 8669, attached to this Notice, in accordance with the Drainage Act.

Take notice that your property is assessed to the Cahill Drain Project under the Drainage Act and the Court of Revision will be held as follows:

Date: April 7, 2022

Time: 4:00 p.m.

Location: Electronic via Zoom

It is your responsibility to carefully read through the documents to understand the financial implications for you as a property owner. Please refer to the Engineer's Report, which is available on the Town's website under the heading Cahill Drain to find out your assessment here: www.lasalle.ca/en/town-hall/municipal-drainage.aspx

Pursuant to Section 52 of the Drainage Act, an owner of land assessed for drainage works may appeal to the Court of Revision on any of the following grounds:

- Any land or road has been assessed an amount that is too high or too low;
- Any land or road that should have been assessed has not been assessed; and/or
- Due consideration has not been given to the use being made of the land.

Objections or appeals to the assessment must be forwarded in writing to the Clerk at least ten (10) days before the first sitting of the Court. Therefore, written appeals must be filed with the Clerk of the Town of LaSalle on or before 4:30 p.m. on March 28, 2022. Notice of Appeal forms can be obtained by visiting the Town's website at <https://www.lasalle.ca/en/town-hall/municipal-drainage.aspx> . Completed Notice of Appeal forms may be emailed directly to the Clerk at



jastrologo@lasalle.ca. Notice of Appeal Forms are also available at the LaSalle Civic Centre and may be filed in person.



Michael Cappucci, Manager of Engineering/Drainage Superintendent

Cc: Jonathan Osborne, Director of Public Works
Jennifer Astrologo, Director of Council Services/Clerk

Right of Appeal – Any owner of land or public utility affected by the above-mentioned drainage works may appeal to the Referee regarding legal issues, or the Agriculture, Food and Rural Affairs Appeal Tribunal regarding technical issues within 40 days of the sending of this Notice, pursuant to sections 47 and 48 of the Drainage Act, respectively.

For more information on the Drainage Act, please visit the Ministry of Agriculture, Food and Rural Affairs' drainage information page here:

<http://www.omafra.gov.on.ca/english/landuse/drainage.htm>



TO: Mayor and City Council
CC: Chris Nepszy – Commissioner of Infrastructure Services / City Engineer
FROM: Andrew Dowie, P.Eng.,– Engineer III & Drainage Superintendent
DATE: March 18, 2022
SUBJECT: Town of LaSalle – Cahill Drain Court of Revision

RECOMMENDATION

That City Council **DECLINE** the invitation of the Town of LaSalle to participate in the Court of Revision Meeting of April 7, 2022 for the Cahill Drain.

BACKGROUND

On April 7th, 2022, the Town of LaSalle will host a meeting of the Court of Revision for the Cahill Drain. The meeting is intended to consider the assessment of drainage charges to property owners within the drainage area of the Cahill Drain. There are approximately 4300 properties in the City of Windsor that are part of the Cahill Drain drainage area.

Assessable costs within the City of Windsor drainage area arising from this report are intended to be borne by the City of Windsor. The City of Windsor is a significant contributor to the storm water flow destined to outlet through the Cahill Drain. Therefore City Council is entitled to nominate a member to the Court of Revision to represent the City's interests pursuant to s.97(3) of the Drainage Act.

The Town of LaSalle is requesting a City representative (traditionally a member of City Council), if any, attending on behalf of the City of Windsor in order to forward the electronic meeting details, log-in and agenda package.

DISCUSSION

As the City does not apportion drainage charges to individual property owners, but rather accounts for these charges in a dedicated capital budget account (ECP-004-08 - Municipal Drains Capital Rehabilitation Program, Project ID 7086004), there is no specific need for the City of Windsor to participate in this meeting of the Court of Revision.

City Council can also choose to contest the charges assessable to the City of Windsor at the meeting of the Court of Revision. However, Administration has reviewed the report and recommends acceptance of the report recommendations without objection.

FINANCIAL MATTERS

Following construction, the City is expected to be assessed \$483,539 by the Town of LaSalle. The funds owing to LaSalle for the downstream work shall be drawn from Project ID 7086004.

CONCLUSION

There is no identified need for City Council to attend the Town of LaSalle’s meeting of the Court of Revision for April 7th and Administration recommends declining the invitation of the Town of LaSalle and to proceed with the meeting without the City’s participation.

Approvals:

Name	Title
Fahd Mikhael	Manager of Design
France Isabelle Tunks	Executive Director of Engineering/Deputy City Engineer
Chris Nepszy	Commissioner of Infrastructure Services



February 28, 2022

City of Windsor
Mayor Drew Dilkens
350 City Hall Square West,
Windsor, Ontario N9A 6S1

RE: Request for support – Panhandle Regional Expansion Project

Dear Mayor Dilkens and Members of City Council,

Enbridge Gas commends the City of Windsor on the development of its Windsor Works Plan. As an energy utility, we continually aim to meet the economic development needs of Municipalities across Ontario. Through the Windsor Works Plan, we recognize two key components featured in the L.I.F.T. Strategy–Infrastructure and Future Economy–where we can greatly support the city’s economic development goals.

To that end, Enbridge Gas is currently advancing plans to expand our energy capacity in Windsor and Essex County to meet the city’s current and future needs.

Our proposed Panhandle Regional Expansion Project, subject to Ontario Energy Board (OEB) approval, will expand the capacity of our Panhandle system, which serves Windsor, Essex County, and Chatham-Kent. This project is an investment of over \$200 million dollars that will increase access to affordable and reliable energy in Windsor, which is critical as the city grows and diversifies its economy.

Panhandle Regional Expansion is an investment in the future of Windsor and Essex County.

Not only will the project ensure that Enbridge Gas continues to meet the ongoing needs of longstanding businesses and industries in Windsor, it’s also critical for attracting future developments by guaranteeing increased access to energy for all sectors of the local economy.

To that effect, Enbridge Gas requests the City’s formal support for the project via a resolution or letter, which would be included in Enbridge Gas’ project application to the OEB, scheduled to be filed in late spring 2022.

Additional project details, including mapping, are included in the attached appendix.

Enbridge Gas has a longstanding positive relationship with the City of Windsor, and we look forward to continuing to support the city’s economic development goals.

Sincerely,
Steven Jelich
Director, Southwest Region Operations
Enbridge Gas Inc.
Steven.Jelich@enbridge.com

Appendix: Additional Panhandle Regional Expansion Project details

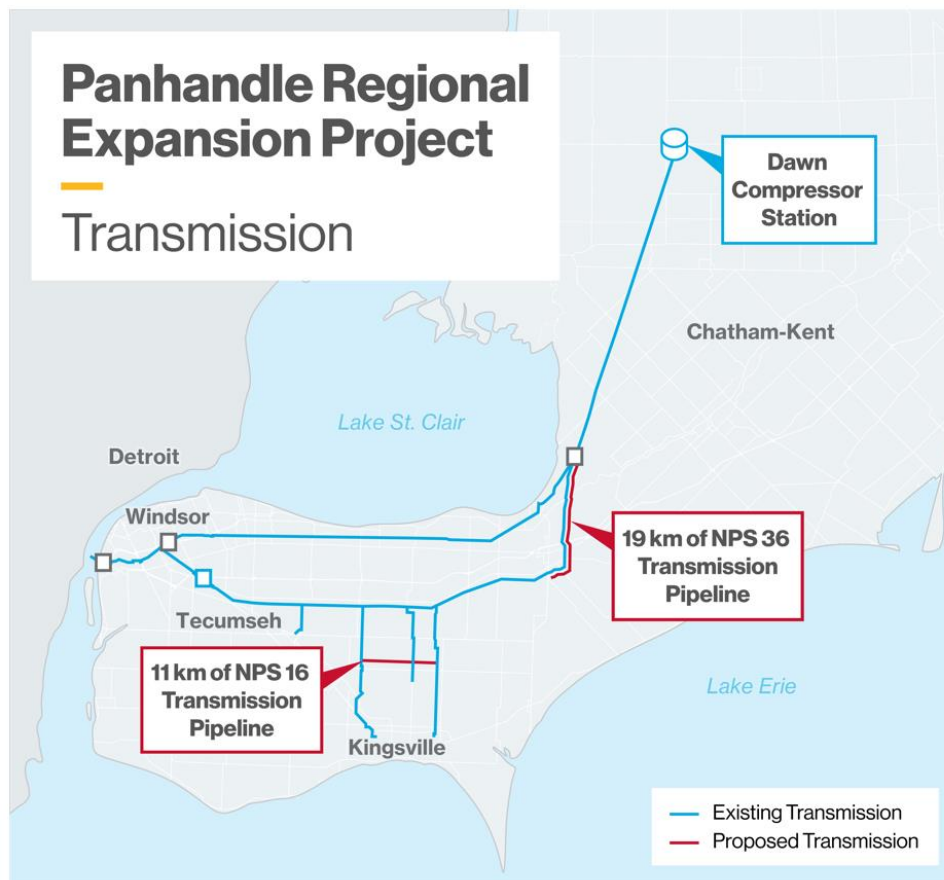
The Panhandle Regional Expansion Project involves two primary components:

- Construction of approximately 19 km of new pipeline, which loops – or parallels – the existing 20-inch Panhandle Pipeline. The new pipeline will be NPS 36 inches in diameter and located adjacent to an existing pipeline corridor between the Municipality of Lakeshore and the Municipality of Chatham-Kent.
- Construction of approximately 12 km of new NPS 16-inch pipeline. This will connect the existing Leamington North Lines to both the Kingsville East Line and the Leamington North Reinforcement Line, in the municipalities of Lakeshore and Leamington, and the Town of Kingsville.

The project is subject to Ontario Energy Board (OEB) approval. If approved, construction would begin in early 2023 and be complete by the end of 2023. Enbridge Gas intends to apply to the OEB for approval of this project in late spring 2022.

The project’s cost is over \$200M, and hundreds of temporary construction jobs would be created to build it, with Enbridge Gas hiring and sourcing local wherever possible.

Two rounds of public consultation for the project have occurred, with the most recent ending on February 28, 2022.





Enbridge Gas Inc.
500 Consumers Road
North York, Ontario M2J 1P8
Canada

2022-03-03

City of Windsor
Mayor Drew Dilkens
350 City Hall Sq.
P.O. Box 1607
Windsor, ON
N9A 6S1

Dear Mayor Dilkens and Members of Council,

On March 1, 2022, I assumed the role of Senior Vice President & President, Gas Distribution and Storage for Enbridge, which includes Enbridge Gas in Ontario, and Gazifère in Québec.

I am excited to lead two strong companies whose core purpose is to deliver the energy that enhances peoples quality of life. Our distribution service area generates 40 percent of Canada's GDP, and the energy we provide for 3.9 million residential, business and industrial customers, helps keep this country's economic engine humming. Our unique Storage and Transmission business provides shippers with direct access to North America's major natural gas supply basins. This business includes one of the largest integrated underground natural gas storage facilities in North America, that ensures Ontario, Québec and markets further east have access to a reliable and secure energy source, when they need it most.

I intend to build upon this solid foundation and the outstanding leadership of Cynthia Hansen, who is now Executive Vice President and President of Gas Transmission for Enbridge Inc., and brings to her role a deep understanding of Enbridge Gas, Gazifère and their respective markets.

You can expect a seamless transition. Over the course of my 25 year career in energy, most recently in my previous role as Senior Vice President and Chief Operations Officer, Gas Transmission and Midstream at Enbridge, my focus has been to deliver best-in-class safety, environmental and operationally excellent performance. Under my leadership, we will remain laser focused on providing a safe, reliable and competitive energy choice for our customers. In addition, we will expand our efforts to advance Ontario and Québec's environmental objectives through investments and partnerships in zero and low-carbon energy initiatives and technologies, and we will continue to deliver on our business and financial objectives for our shareholders.

Over the coming weeks I will be making the rounds, meeting with employees, government officials, Indigenous and community leaders, business partners and others, to further my understanding of the business and the needs of those we serve. I have an open door policy and want to solicit your thoughts on what we are doing well, and what we could do better so that we may build upon our strengths.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michele Harradence', with a stylized flourish at the end.

Michele Harradence
Senior Vice President & President, Gas Distribution and Storage, Enbridge



Drinking Water Systems Regulation O. Reg. 170/03

OPTIONAL ANNUAL REPORT TEMPLATE

Drinking Water System Number:	220003421
Drinking Water System Name:	City of Windsor Drinking Water System
Drinking Water System Owner:	The Windsor Utilities Commission
Drinking Water System Category:	Large Municipal Residential
Period being reported:	Calendar Year 2021

<p><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></p> <p>Does your Drinking Water System serve more than 10,000 people? Yes [X] No []</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p>The Windsor Utilities Commission 4545 Rhodes Dr. Windsor ON N9A 5T7</p> </div>	<p><u>Complete for all other Categories</u></p> <p>Number of Designated Facilities served: <input type="text"/></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []</p> <p>Number of Interested Authorities you report to: <input type="text"/></p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []</p>
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List all Drinking Water Systems (if any), which receive all their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
Town of Lasalle, ON	220004402
Town of Tecumseh, ON	260004969

Did you provide a copy of your annual report to all Drinking Water System owners that are connected to you and to whom you provide all drinking water? Yes [X] No []

Indicate how you notified system users that your annual report is available and is free of charge.

- [X] Public access/notice via the web
- [X] Public access/notice via Government Office
- [] Public access/notice via a newspaper
- [X] Public access/notice via Public Request
- [] Public access/notice via a Public Library
- [] Public access/notice via other method _____

Description of the Drinking Water System

The Windsor Utilities Commission water treatment facility employs screening, pre-chlorination (on an as needed basis), pH adjustment (utilizing CO₂), disinfection (utilizing ozone), coagulation, flocculation, sedimentation, dual-media filtration (3 filters) and multi-media filtration (5 filters) with post chlorination, fluoridation and corrosion control adjustment (utilizing phosphoric acid) to treat raw water obtained from the Detroit River.

The water treatment plant pumps sedimentation sludge and backwash water to the sanitary sewer. Treated water from the plant is routed to an on-site reservoir and other reservoir co-located nearby the water treatment facility. Subsequently the treated water is pumped into the distribution system from two pumping stations co-located nearby the water treatment facilities as well. Water from the pumping stations satisfies demand for the greater Windsor area including the communities of Tecumseh and LaSalle. A remote reservoir and pumping station provides a re-chlorination facility (using sodium hypochlorite) to provide system pressure and flow to the southwest portion of the system, while a centrally located water tower provides pressure and flow control to the downtown core.

The drinking water system is monitored at various locations, both at the water treatment and pumping stations as well as throughout the transmission system via a Supervisory Control and Data Acquisition (SCADA) system.

List all water treatment chemicals used over this reporting period

Chlorine gas, Sodium Hypochlorite, Carbon dioxide (CO₂), Ozone (generated on-site using liquid oxygen), Calcium Thiosulfate (ozone quench agent), Polyaluminum chloride (PaCl), Filter aid cationic polymer and phosphoric acid (corrosion control agent).

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

Installed 108 new public-use fire hydrants through capital projects.

Installed 373 new water main valves through capital projects.

Installed 16.3 km of watermain <400 mm through capital projects.

Reservoir “D” Rehabilitation

Rehabilitation Engineering work was completed, and the project was tendered and awarded. Construction began midyear and was nearing completion at the end of 2021 with anticipated completion early in 2022. The rehabilitation work generally included concrete repairs on the interior and exterior, waterproofing and insulating of the roof, miscellaneous repairs and installation of interior baffles. Approximate capital expenditure \$3,800,000.

Filter Bed Rehabilitation – Filters #7 and Filter #8

ENWIN completed rehabilitation of Filter #7 in January 2021 and Filter #8 in April 2021 at the A.H. Weeks WTP including removal of the existing plastic underdrain system, waterproof coating of the filter beds and walls, installation of new stainless-steel underdrains and installation of new anthracite and sand filter media. The new underdrain system and media will increase the overall filter performance. Approximate capital expenditure for the project was \$971,000.

Fluoride Implementation

As part of the overall fluoride implementation project, ENWIN continued the fluoride pipe loop study utilizing the existing pipe loop at A H Weeks WTP with the goal of studying possible interference, if any, with the effectiveness of the existing corrosion control plan. The study will continue after fluoride is introduced into the distribution system for approximately 10 months for monitoring purposes. In early 2021, ENWIN contracted Jacobs Engineering for the detailed design of the permanent fluoride dosing system which is still underway. ENWIN also opted to construct a temporary dosing system to begin the dosing of fluoride into the distribution system ahead of completion of the permanent dosing system. The temporary dosing system is scheduled for commissioning in January 2022. Approximate cost to date \$459,000.

A.J Brian and J.F. Cook Fuel System Upgrades

ENWIN removed the existing below grade diesel fuel tanks at both the A.J. Brian and J.F. Cook facilities and installed a new fuel system at J. F. Cook. The new system, replacing the existing outdated fuel system, and its safety measures provides compliance with the current TSSA regulation and MECP recommendations. Construction was completed in early 2021. Approximate cost \$11,000.

SCADA Network Upgrade

ENWIN engaged the service of Rockwell for the design and implementation of an upgraded SCADA Network at the A.H. Weeks WTP. The project will update and improve the current SCADA network infrastructure adding increased security measures in line with current industry best practice. Installation of the new network was scheduled for 2021 but has been delayed due to supply chain shortages and is scheduled to be completed in summer 2022. Approximate capital expenditure \$473,000.

Ozone Power Supply Unit (PSU) Upgrade

ENWIN procured the services of Suez Water Technologies to begin the refurbishment of two of the Ozone Generator Power Supply Units (PSU). The current PSU components for Ozone Gen. #1 and #2 are at end of life and in need of replacement. Suez began design and procurement of the relevant components with expected delivery in early 2022. The refurbishment will take place once design is completed, and all components have been delivery in early 2022. Approximate capital expenditure of \$5,000 in 2021.

Provide details on the notices submitted in accordance with subsection 18 (1) of the Safe Drinking Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre.

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
2021/05/14	Total Coliform	1	CFU/100m L	Flush and Re-sample	2021/05/17

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli or fecal (min#)-(max#)	Range of Total Coliform (min#)-(max#)	Number of HPC Samples	Range of HPC (min#)-(max#)
Raw	254	0 - 600	0 - 12400	254	5 - > 2000
Treated	1755	0 - 0	0 - 0	1644	<10 - 580
Distribution	1868	0 - 0	0 - 0	920	<10 - 20

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Samples	Range of Results (min#)-(max#)	Unit of Measure
Turbidity	365	0.02 – 0.13	NTU
Chlorine	365	1.47 – 1.58	mg/L

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Running Annual Average Result	Unit of Measure
MDWL 025-101	Bromate - Treated	1-Jan-21 to 31-Dec-21	0.006	mg/L
MDWL 025-101	Bromate - Distribution	1-Jan-21 to 31-Dec-21	0.005	mg/L

Summary of Inorganic parameters tested during this reporting period or the most recent sample results.

Parameter	Sample Date	Result Value	Unit of Measure	Exceedence
Antimony	October 13, 2021	0.00050 <MDL	mg/L	NO
Arsenic	October 13, 2021	0.0010 <MDL	mg/L	NO
Barium	October 13, 2021	0.019	mg/L	NO
Boron	October 13, 2021	0.013	mg/L	NO
Cadmium	October 13, 2021	0.000090 <MDL	mg/L	NO
Chromium	October 13, 2021	0.0050 <MDL	mg/L	NO
*Lead	October 13, 2021	0.0005 <MDL	mg/L	NO
Mercury	October 13, 2021	0.00010 <MDL	mg/L	NO
Selenium	October 13, 2021	0.0020 <MDL	mg/L	NO
Sodium	January 6, 2021	8.12	mg/L	NO
Uranium	October 13, 2021	0.00010 <MDL	mg/L	NO
Fluoride	January 6, 2021	0.07	mg/L	NO
Nitrite	October 13, 2021	0.010 <MDL	mg/L	NO
Nitrate	October 13, 2021	0.69	mg/L	NO

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

<u>Location Type</u>	<u>Number of Samples</u>	<u>Range of Lead Results (min#)-(max#)</u>	<u>Unit of Measure</u>	<u>Number of Exceedances</u>
Plumbing	<u>148</u>	<u><0.05 - 1590</u>	<u>ug/L</u>	<u>14</u>
Distribution	<u>53</u>	<u><0.05 - 7.37</u>	<u>ug/L</u>	<u>0</u>

Summary of Organic parameters sampled during this reporting period or the most recent sample results.

Parameter	Sample Date	Result Value	Unit of Measure	Exceedence
Alachlor	October 13, 2021	0.00050 <MDL	mg/L	NO
Atrazine + N-dealkylated metabolites	October 13, 2021	0.001 <MDL	mg/L	NO
Azinphos-methyl	October 13, 2021	0.0020 <MDL	mg/L	NO
Benzene	October 13, 2021	0.0001 <MDL	mg/L	NO
Benzo(a)pyrene	October 13, 2021	0.0000050 <MDL	mg/L	NO
Bromoxynil	October 13, 2021	0.00050 <MDL	mg/L	NO
Carbaryl	October 13, 2021	0.005 <MDL	mg/L	NO
Carbofuran	October 13, 2021	0.005 <MDL	mg/L	NO
Carbon Tetrachloride	October 13, 2021	0.00010 <MDL	mg/L	NO
Chlorpyrifos	October 13, 2021	0.001 <MDL	mg/L	NO

Diazinon	October 13, 2021	0.001 <MDL	mg/L	NO
Dicamba	October 13, 2021	0.001 <MDL	mg/L	NO
1,2-Dichlorobenzene	October 13, 2021	0.00020 <MDL	mg/L	NO
1,4Dichlorobenzene	October 13, 2021	0.00020 <MDL	mg/L	NO
1,2-Dichloroethane	October 13, 2021	0.00020 <MDL	mg/L	NO
1,1-Dichloroethylene (vinylidene chloride)	October 13, 2021	0.00010 <MDL	mg/L	NO
Dichloromethane	October 13, 2021	0.00050 <MDL	mg/L	NO
2,4-Dichlorophenol	October 13, 2021	0.00025 <MDL	mg/L	NO
2,4-Dichlorophenoxy acetic acid (2,4-D)	October 13, 2021	0.001 <MDL	mg/L	NO
Diclofop-methyl	October 13, 2021	0.00090 <MDL	mg/L	NO
Dimethoate	October 13, 2021	0.0025 <MDL	mg/L	NO
Diquat	October 13, 2021	0.007 <MDL	mg/L	NO
Diuron	October 13, 2021	0.010 <MDL	mg/L	NO
Glyphosate	October 13, 2021	0.010 <MDL	mg/L	NO
Haloacetic Acids (HAA5) (Note: show latest running annual average)	October 13, 2021	Avg.	mg/L	NO
Q1 2021 = <0.0053 mg/L	January 6, 2021	<0.0050		
Q2 2021 = <0.0050 mg/L	April 7, 2021			
Q3 2021 = <0.0050 mg/L	July 8, 2021			
Q4 2021 = <0.0050 mg/L	October 13, 2021			
Malathion	October 13, 2021	0.0050 <MDL	mg/L	NO
MCPA	October 13, 2021	0.010 <MDL	mg/L	NO
Metolachlor	October 13, 2021	0.00050 <MDL	mg/L	NO
Metribuzin	October 13, 2021	0.0050 <MDL	mg/L	NO
Monochlorobenzene	October 13, 2021	0.00010 <MDL	mg/L	NO
Paraquat	October 13, 2021	0.001 <MDL	mg/L	NO
Pentachlorophenol	October 13, 2021	0.00050 <MDL	mg/L	NO
Phorate	October 13, 2021	0.00050 <MDL	mg/L	NO
Picloram	October 13, 2021	0.0050 <MDL	mg/L	NO
Polychlorinated Biphenyls (PCB)	October 13, 2021	0.00005 <MDL	mg/L	NO
Prometryne	October 13, 2021	0.00025 <MDL	mg/L	NO
Simazine	October 13, 2021	0.0010 <MDL	mg/L	NO
THM (Note: show latest running annual average)		Avg.	mg/L	NO
Q1 2021 = 0.0052 mg/L	January 6, 2021	0.0095		
Q2 2021 = 0.00835 mg/L	April 7, 2021			
Q3 2021 = 0.0105 mg/L	July 8, 2021			
Q4 2021 = 0.0138 mg/L	October 13, 2021			

Terbofos	October 13, 2021	0.00050 <MDL	mg/L	NO
Tetrachlorethylene	October 13, 2021	0.00010 <MDL	mg/L	NO
2,3,4,6-Tetrachlorophenol	October 13, 2021	0.00050 <MDL	mg/L	NO
Triallate	October 13, 2021	0.0010 <MDL	mg/L	NO
Trichloroethylene	October 13, 2021	0.00010 <MDL	mg/L	NO
2,4,6-Trichlorophenol	October 13, 2021	0.00050 <MDL	mg/L	NO
Trifluralin	October 13, 2021	0.0010 <MDL	mg/L	NO
Vinyl Chloride	October 13, 2021	0.00020 <MDL	mg/L	NO

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

No Inorganic or Organic parameter(s) exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standard.

From: caif18 <caif18@btinternet.com>

Sent: Tuesday, March 1, 2022 5:27 AM

Subject: Coventry Association for International Friendship - Statement on Ukraine

As a contact at one of Coventry's 26 Twin Cities - which were created after the terrible destruction of World War Two - we wish to send you the statement on Ukraine from the Coventry Association for International Friendship. If you are able to bring this to the attention of your Mayor, CEO or City Council, we would appreciate it -

CAIF's statement on Ukraine

Sunday, 27 February 2022

The Coventry Association for International Friendship was founded in 1962 as the Coventry Committee for International Understanding with a mission to promote international friendship and understanding and to create closer ties between the citizens of Coventry and the people of its twinned and linked towns.

For some 60 years we have worked to foster international goodwill in pursuit of our city's historic commitment to peace and reconciliation.

This week we have been shaken to the core by the decision of the Russian Government to impose its will on a neighbouring country, Ukraine, by the deployment of a mass of military might.

Those who use force to achieve their objectives seem always to operate on the basis of the absolute correctness of their position, seeing the world as black and white, good and bad, dark and light, but we, the members of CAIF, refuse to accept that one nation - in pursuit of a geo-political objective - has an unchallengeable right to attack and seize the very fundamentals of another nation inflicting incalculable hurt and damage on its citizens. As advocates of the efficacy of civic diplomacy, we expect that conflict should be resolved through negotiation.

CAIF's connections with Russia have always been predicated on mutual trust and respect and an unshakeable belief in the need to work with our friends to strive for peace in a world which is increasingly unstable and fragile. It should not be necessary to learn again the lesson of the past - that when military conflict begins, in one way or another, everyone loses.

CAIF must express, therefore, its disapproval of what is happening today in Ukraine and appeal to Russia and the international community to take all necessary steps to prevent further violence and bring this conflict to a peaceful end.

Linda Hirons (Secretary), Councillor Ram Lakha O.B.E. (Chair)



From: caif18 <caif18@btinternet.com>
Sent: Thursday, March 10, 2022 9:46 AM
Subject: CAIF's second statement on Ukraine

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.

CAIF's second statement on Ukraine

Thursday, 10 March 2022

It has been two weeks since the Coventry Association for International Friendship (CAIF) made its first statement on the situation in Ukraine, a period during which the shock and horror has been increasing on a daily, incremental basis.

Given the way that the Russian invasion and attacks have escalated and the way in which Russian civil society is being coerced to align itself with the official version of events, CAIF feels it necessary to make a new statement.

Previously, we expressed only disapproval of Russian actions but now we feel compelled to condemn the wanton destruction of habitations and public facilities, the senseless killing of men, women and children and the displacement of two million people, 4% of the Ukrainian population, as refugees.

We do not associate the Russian people at large with the decisions of their government and, indeed, we wish to place ourselves in solidarity with the individuals and groups in Russia who have bravely spoken out against the carnage being perpetrated in their name - in the face of the severe repression of freedom of expression and assembly.

Protests against Putin's war have come from - amongst many - members of Russia's Upper House of Parliament, members of the Russian Orthodox Church, representatives of Human Rights organisations, eminent literary figures, prominent personalities from the media, arts and culture, sportsmen and women, and citizens in many cities. University students who have taken part in protests have been expelled from their institutions and the employment of some ordinary working people has been terminated for voicing opposition. Numerous individuals have chosen to place themselves in exile outside their native homeland.

Even more troubling is the threat by Putin's Government to use nuclear weapons, which would be illegal under international law in almost all conceivable circumstances, as attested by several international declarations and conventions, the most important of which are -

- International Court of Justice (ICJ)
- Hague Convention
- Universal Declaration of Human Rights
- Geneva Convention

We call on our friends in Coventry and the United Kingdom and the citizens and representatives of all of Coventry's twin cities and friendship towns to -

- Express, wherever they are able, their opposition to the wanton destruction of habitations and public facilities and the senseless killing of humanity in Ukraine.
- Associate themselves with CAIF in working towards a world in which the prohibition of the use of nuclear weapons is re-affirmed in international law, to which all civilised nations are signatories.



Item No. 7.1.9.



3277 Sandwich Street
Windsor, ON, Canada N9C 1A9
Fax or Voicemail: 519-256-4034
fotcmack@gmail.com
www.mackenziehall.ca

Ontario Corporation #513604 CRA #119234169

Our mission: to promote, support and enhance Mackenzie Hall as a sustainable arts and cultural centre for the Sandwich community and Windsor.

February 14, 2022

Office of the City Clerk
350 City Hall Square West, Room 530
Windsor, Ontario N9A 6S1
Canada

RE: Brock St. between Sandwich St. and Peter Street

Dear Sir/Madam,

The Friends of the Court is writing to you to discuss the condition of Brock Street between Sandwich St. and Peter Street. It is in very poor condition due to years of patchwork fill and neglect. The surface is very uneven, and the road is riddled with potholes. The angle parking is used by St. John's Parish, Mackenzie Hall and the Olde Sandwich Towns BIA.

The condition of the road is such that it has become a challenge for anyone to traverse especially if they are mobility challenged. Within the next 2 years Sandwich Street will be completely redone thus providing the perfect opportunity to do this block of Brock St.

As you are aware, the Friends of the Court sponsors and hosts events at Mackenzie Hall. Many people have tripped, and lost balance and we would like to have the road surface corrected before someone falls and suffers a life changing injury.

Thank you for your attention to this matter,

Sincerely,

Elana Freeman
President, The Friends of the Court

WALKERVILLE-WALKER DEVELOPMENTS

23rd February 2022

City Council of Windsor
350 City Hall Square West
Windsor, ON N9A 6S1

Dear Council,

We are writing concerning our new residential development project on Walker Road. This project is divided into two phases, each phase involving the development of a new, twelve-unit townhouse complex (24 units in total). While we have successfully completed the first phase of the project on 933-955 Walker Road, phase two of the project, taking place on the lands at 1031 Walker Road, has been halted by the retroactivity rules governing the Brownfield Community Improvement Plan.

While applying for the Brownfield Rehabilitation Program and the Brownfield Tax Assistance Programs, Mr. Greg Atkinson, Senior Planner – Economic Development at the City of Windsor, informed us that the second phase would not qualify for any CIP assistance from the City due to the retroactivity rules. This project was started in January 2020, and we were unforeseeably affected by the COVID-19 pandemic in March of that year. As we got occupied with planning required to deal with the changes the pandemic brought, we were unable to submit our application before following through with the clean-up at the 1031 Walker Road Property. As per the retroactivity rules, this disqualifies us from the Brownfield Community Improvement Plan.

It is important to note that this project is aligned with the core idea behind the City of Windsor's Community Improvement Program as it seeks to better utilize "underutilized, derelict or vacant property and buildings". In addition to this, the creation of aesthetically pleasing, high-quality housing would lead to gentrification of this part of the city, incentivizing new investment. Our talks with owners of surrounding markets, restaurants, and lounges also conclude that they believe this project would greatly benefit their businesses as well after the extremely tough year and a half they have faced.

We would also like to point out that we have successfully completed similar Brown Field projects at 850 Division Road, 933 Walker Road (Phase 1 of the mentioned project), clean-ups on our five parcels of land spanning across St. Luke Road and Edna Street. These projects are testament to our ability to comply with the best practices for the completion of such projects and showcase that the delayed filing with respect to the 1031 Walker Rd. project was a one-off instance.

Taking into account the severity of the harsh economic conditions faced by small businesses during the pandemic, and the positive impact this project would have on the locality; we would like to request the City Council to make an exception to the retroactivity rule for the period following the pandemic, that is the period following March 2020.

WALKERVILLE-WALKER DEVELOPMENTS

We are ready to cooperate with all procedures to take this change forward, including but not exhausted by providing the city with any required internal files relevant to the project, sharing information regarding the specifics of the clean-up that took place, and letters and recommendations made by our consultant.

Regards,



Ashok Sood

TO: Mayor and Members of City Council

FROM: Greg Atkinson, Senior Planner

DATE: March 8, 2022

SUBJECT: February 23, 2022 letter from Walkerville-Walker Developments - 0 Walker Road - Ward 4

Planning staff received an Environmental Site Assessment Grant application for incentives under the Brownfield Redevelopment Community Improvement Plan (CIP) on April 8, 2021. The application related to Phase 2 Environmental Site Assessment work that had been completed at 0 Walker Road (formerly 1031 Walker Road) prior to submission of the application. A location map is attached as Appendix 1.

The applicant was advised that Planning staff could not accept an application for costs that were incurred prior to its submission given the Council approved wording of the CIP. Through discussion with the applicant it was determined that environmental remediation work that would have been eligible under a different grant program had also been completed (i.e. Brownfields Tax Assistance and Rehabilitation Grant Program). No application was submitted under this program however the letter indicates that consideration of a retroactive approval is being sought.

CIP grant programs are intended to encourage investment that would not otherwise occur without financial assistance. The prohibition of retroactive grants, which is consistent across the City's CIPs, do allow for eligible costs to be incurred prior to Council approval provided a complete application package is submitted prior to costs being incurred. Notably, the applicant has previously applied for and received Council approval for five (5) Brownfield CIP applications related to other projects.

The applicant was advised that the Brownfield CIP would have to be amended prior to Council's consideration of a retroactive grant request. But there is no application form or process for a resident, corporation, or public body to request an amendment to a CIP. CIPs are created, approved, and modified at the direction/request of Council. Should Council wish to amend the CIP to permit the retroactive grant application, the City Planner would bring a report to Council with further context, analysis and recommendations. However, Administration does not recommend introducing retroactivity into the CIP regime since the investment would have been made in any event.

Below are excerpts from the Brownfield Redevelopment CIP relating to retroactive grant requests:

5.1 General Program Requirements

The general and program specific requirements are not necessarily exhaustive and the City reserves the right to include other requirements and conditions as deemed necessary on a property specific basis. All of the financial incentive programs contained in this CIP are subject to the following general requirements as well as the individual requirements specified under each program.

- e) None of the incentive programs contained in this Plan will be offered on a retroactive basis, i.e., an application for any financial incentive program contained in this CIP must be submitted to the City prior to the*

commencement of any study or works to which the financial incentive program will apply and prior to application for building permit;

5.3 Environmental Site Assessment (ESA) Grant Program

5.3.3 Requirements

Applicants are eligible to apply for funding under this program, subject to meeting the general program requirements, the following program requirements, and subject to the availability of funding as approved by City Council:

- a) An application must be submitted to the City prior to the start of any environmental study to which the grant will apply;*

5.4 Brownfields Property Tax Assistance Program

5.4.3 Requirements

Only owners of property within the community improvement project area are eligible to apply for funding under this program, subject to meeting the general program requirements, the following program requirements, and subject to availability of funding as approved by City Council and the Minister of Finance:

- a) An application must be submitted to the City prior to the start of any remediation works to which the tax assistance will apply;*

5.5 Brownfields Rehabilitation Grant Program

5.5.3 Requirements

Applicants are eligible to apply for funding under this program, subject to meeting the general program requirements, the following program requirements, and subject to the availability of funding as approved by City Council:

- a) A grant application must be submitted to the City prior to the start of any rehabilitation works to which the grant will apply;*

Approved via Email

 Michael Cooke
 Manager of Planning Policy / Deputy City Planner

M. Cooke Approved via Email as Acting City Planner

 Thom Hunt
 City Planner / Executive Director
 Planning & Building

Approved via Email

 Wira Vendrasco
 Deputy City Solicitor, Legal Services & Real Estate

Approved via Email

 Shelby Askin Hager
 Commissioner, Legal & Legislative Services

Jason Reynar
Chief Administrative Officer

Appendix 1: Location Map



LOCATION MAP : 0 WALKER ROAD





OFFICE OF THE COMMISSIONER,
LEGAL AND LEGISLATIVE SERVICES
MEMO

TO: Mayor and Members of City Council
FROM: Alex Hartley, Senior Counsel, Legal Services and Real Estate
DATE: March 21, 2022
SUBJECT: Update on Changes to Conservation Authority Programs and Services

In 2017 the Province began a review of the *Conservation Authorities Act* (the “Act”) and between 2018 and 2021 passed a series of amendments to the Act (Bill 139 in 2017, Bill 108 in 2019 and Bill 229 in 2020). The Province filed three regulations in 2021 to support the implementation of the legislative changes. A primary goal of the Province’s legislative reform has been to help ensure conservation authorities are able to focus on delivery of their core mandates and can serve the needs of their communities with increased transparency and accountability.

The legislative changes are being implemented in phases, with the first phase bringing amendments around conservation authority mandate into effect in February, 2021. The Act set out three categories of programs and services related to conservation authorities: mandatory conservation authority programs and services (Category 1-Mandatory); municipal programs and services a municipality may have a conservation authority provide through an agreement (Category 2-Municipal); and programs and services the board of the conservation authority determines are advisable and are consistent with the purposes of the Act (Category 3 – Other).

The regulations passed under this first phase help implement the changes to conservation authority mandates as follows:

- Mandatory programs: outlines the requirements around the mandatory programs and services conservation authorities must provide ([O.Reg. 686/21](#))
- Transition Plans: requires conservation authorities to develop a plan outlining the steps it will take in developing a required inventory of programs and services it currently provides and would like to provide. It sets out the requirements for agreements for programs and services a municipalities requests the conservation authority carry out on its behalf and for program a conservation authority decides to adopt further to the purposes of the Act ([O. Reg. 687/21](#))
- Conservation Area Rules: consolidates the existing ‘conservation area’ regulations into one regulation which establishes rules of conduct in conservation areas ([O. Reg 688/21](#))

Consultation on a second phase of regulations and policy closed on February 25, 2022. This second phase will focus on the financial framework for delivering conservation authority programs and services and is expected to include a regulation outlining details on municipal levies, a regulation determining amounts owed by specified municipalities related to conservation authority mandatory programs under specific legislation (*Clean Water Act, 2006* and *Lake Simcoe Protection Act, 2008*) and a fee class policy to govern conservation authority fees. Until these regulations and policy are finalized and in effect and the associated legislative provisions proclaimed into force, conservation

authorities and municipalities would continue to follow current levy and budgeting processes. The Province has indicated its intent to have these proposed regulations and fee class policy in place in time to align with municipal and conservation authority calendar year budget beginning January 1, 2023.

Category 1-Mandatory. Programs and services a conservation authority must provide within its area of jurisdiction are outlined in the Act as follows, with further detail found in the Appendix:

- Programs and services related to the risk of natural hazards
- Programs and services related to the conservation and management of lands owned or controlled by the conservation authority
- Programs and services related to the conservation authority's duties, functions and responsibilities as a source protection authority under the *Clean Water Act, 2006*
- Programs and services related to the conservation authority's duties, functions and responsibilities under an Act prescribed by the regulations

O.Reg. 686/21 describes the components that a conservation authority can consider in delivering each broad category of program/service. These mandatory programs and services do not require an agreement with municipalities.

Non-mandatory programs and services under Category 2- Municipal may be provided by a conservation authority at the request of and on behalf of one or more participating municipalities. In order for a conservation authority to provide these services a memorandum of understanding (MOU) or other agreement must be entered into between the parties to have the program or service be funded by municipal levy or by other funding mechanisms that may be set out in the MOU or agreement.

Non-mandatory programs and services under Category 3 – Other may be provided where the conservation authority has determined it is advisable to deliver in its jurisdiction and where a cost-apportioning agreement is put in place with participating municipalities. This requirement for participating municipalities to decide on funding category 3 programs and services and then enter into a cost apportioning agreement where the municipal levy is proposed to be used, is new to the funding and programming relationship between conservation authorities and participating municipalities.

O.Reg. 687/21 requires these services be identified in a conservation authority's transition plan and agreements must be finalized by January 1, 2024 in order for a conservation authority to be able to levy for these programs or services.

In December 2021, the Essex Region Conservation Authority (ERCA) circulated its Transition Plan to the City and other Essex County municipalities. ERCA's Transition Plan outlines a schedule for working with municipalities within its jurisdiction to discuss the Inventory of Programs and Services and negotiate Memorandums of Understanding (MOU) or other agreements to provide for efficient

and cost-effective delivery of non-mandatory programs and services. Administration will schedule an education session for Council to review in detail the mandatory and non-mandatory programs and services, ERCA’s Transition Plan and the Province’s proposed financial framework. Following this session, Administration will work with ERCA, and the Essex County municipalities as applicable, to negotiate terms of a MOU or other agreement for non-mandatory programs and service and will report to Council with recommendations.

Approvals:

Name	Title
Alex Hartley Senior Legal Counsel	Thom Hunt City Planner
Shelby Askin Hager Commissioner, Legal and Legislative Services	Jason Reynar Chief Administrative Officer

Appendices:

Appendix A – ERO decision 019-2986 Regulatory Proposals (Phase I) Under the *Conservation Authorities Act*

APPENDIX A

Ontario  Environmental Registry of Ontario

**Regulatory proposals (Phase 1) under the
Conservation Authorities Act**

ERQ (Environmental Registry of Ontario) number	019-2986
Notice type	Regulation
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Decision
Decision posted	October 7, 2021
Comment period	May 13, 2021 - June 27, 2021 (45 days) Closed
Last updated	October 7, 2021

This consultation was open from:
**May 13, 2021
to June 27, 2021**

Decision summary

New regulations have been finalized to focus conservation authorities on their core mandate by prescribing mandatory programs and services they must provide, giving municipalities greater control over what conservation authority (CA) programs and services they will fund, and consolidating “Conservation Areas” regulations.

Decision details

On December 8, 2020, Bill 229, the Protect, Support and Recover from COVID-19 (2019 Novel Coronavirus) Act (Budget Measures), 2020, which made changes to the Conservation Authorities Act and the Planning Act, received Royal Assent. To implement these changes, 3 new regulations have been filed under the Conservation Authorities Act as part of the first phase regulations:

- *Ontario Regulation 686/21: Mandatory Programs and Services.* This regulation prescribes the mandatory programs and services CAs (conservation authorities) would be required to provide, including core

watershed-based resource management strategies. This regulation will come into effect on January 1, 2022

- *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act.* This regulation requires each CA (conservation authority) to have a 'transition plan' that would outline the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund non-mandatory programs and services through a municipal levy. It also establishes the transition period to enter into those agreements. This regulation came into effect on October 1, 2021
- *Ontario Regulation 688/21: Rules of Conduct in Conservation Areas.* This regulation consolidates the current individual CA (conservation authority) 'Conservation Area' regulations made under Section 29 of the *Conservation Authorities Act* into one Minister's regulation that regulates the public use of CA (conservation authority) owned land. This regulation will come into effect when the unproclaimed provisions of Part VI and VII of the *Conservation Authorities Act* that deal with development permissions come into effect.

The new regulations will help to improve the governance, oversight and accountability of CAs (conservation authorities), while respecting taxpayer dollars by giving municipalities more say over the CA (conservation authority) programs and services they pay for.

We are committed to ensuring that CAs (conservation authorities) are focused on their core mandate, including:

- helping protect people and property from the risk of natural hazards
- conserving and managing conservation authority-owned lands
- their roles in drinking water source protection

A. Conservation authority mandatory programs and services

The mandatory programs and services regulation that has been finalized sets out the following six mandatory programs and services that CAs (conservation authorities) are required to provide:

1. Mandatory programs and services related to the risk of natural hazards

Each CA (conservation authority) will be required to implement a program or service to help manage the risk posed by the natural hazards within their jurisdiction, including:

- flooding
- erosion
- dynamic beaches
- hazardous sites as defined in the Provincial Policy Statement, 2020
- low water/drought as part of Ontario's Low Water response

This program is designed to:

- identify natural hazards
- assess risks associated with natural hazards including impacts of climate change
- manage risks associated with natural hazards and
- promote public awareness of natural hazards

Managing risks associated with natural hazards may include:

- prevention
- protection
- mitigation
- preparedness
- response

2. Mandatory programs and services related to the conservation and management of lands

Each CA (conservation authority) will be required to implement mandatory programs and services related to the conservation and management of lands owned or controlled by the CA (conservation authority), including any interests in land registered on title, within their jurisdiction. This includes:

- preparing a conservation area strategy
- compiling a land inventory
- ensuring CAs (conservation authorities) can continue to maintain trails, facilities, and other related amenities that the public can access in a self-directed nature without CA (conservation authority) staffing, facilities or programming (i.e. low maintenance passive recreation including activities such as hiking and picnicking)

- carrying out programs and services to secure the CA (conservation authority)'s interests in its lands to prevent unlawful entry and protect the CA (conservation authority) from exposure to liability
- carrying out programs and services to conserve natural heritage features
- administering the Minister's regulations made under section 29 of the *Conservation Authorities Act* (governing the rules of conduct on land owned by CAs (conservation authorities), including permits and enforcement activities)

3. Mandatory programs and services related to other programs or services prescribed by the regulation

Each CA (conservation authority) will be required to:

- continue implementing the provincial stream monitoring program and groundwater monitoring program related to water quality and groundwater quantity monitoring
- establish a core watershed-based resource management strategy that summarizes:
 - existing technical studies
 - monitoring programs
 - other information on the natural resources the CA (conservation authority) relies on within its area of jurisdiction or in specific watersheds that directly informs and supports the effective delivery of mandatory programs and services

4. Mandatory programs and services related to CA (conservation authority) duties, functions, and responsibilities as a source protection authority under the *Clean Water Act, 2006*

CAs (conservation authorities) will be required to continue implementing the following responsibilities as source protection authorities under the *Clean Water Act, 2006*:

- maintaining source protection committees

- preparing progress reports on the implementation of source protection plans
- amending source protection plans
- implementing significant threat policies directed to the authority

5. CA (conservation authority) duties, functions and responsibilities under other legislation prescribed by regulation – (i.e. (that is) on-site sewage systems as currently prescribed in the *Building Code Act*):

This category of mandatory programs and services refers to responsibilities that may be assigned to CAs (conservation authorities) through other legislation and which are proposed to be prescribed in regulation under the *Conservation Authorities Act*

The North Bay–Mattawa CA (conservation authority) will be required to continue implementing programs and services for on-site sewage systems as currently set out in the *Building Code Act*.

6. Lake Simcoe Region CA (conservation authority) duties, functions and responsibilities under the *Lake Simcoe Protection Act, 2008*

Under the *Lake Simcoe Protection Act, 2008*, the Lake Simcoe Region CA (conservation authority) carries out various duties, functions and responsibilities as set out in the Lake Simcoe Protection Plan. The Lake Simcoe Region CA (conservation authority) will continue to carry out these activities.

B. Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act

The transition plans and agreements for programs and services under section 21.1.2 prescribes:

- the process for CAs (conservation authorities) to transition to the new funding model for non-mandatory programs and services a CA (conservation authority) determines advisable for its jurisdiction and that the CA (conservation authority) requires municipal levy to fund. This

includes requirement for the preparation by the CA (conservation authority) of a transition plan by December 31, 2021 and an inventory of the CA (conservation authority)'s programs and services, the process to develop the inventory with participating municipalities by February 28, 2022, and steps taken to enter into agreement(s) with participating municipalities for the use of municipal levies for non-mandatory programs and services the CA (conservation authority) determines are advisable in its jurisdiction

- the regulation sets out a specific time in which the agreements must be finalized (i.e. (that is) January 1, 2024)

C. Rules of Conduct in Conservation Areas

The rules of conduct in conservation areas regulation consolidates of each of the current individual CA (conservation authority) 'Conservation Areas' regulations made under Section 29 of the *Conservation Authorities Act* into one Minister's regulation. This new regulation continues to set out the prohibited activities, and activities requiring permits on lands owned by CAs (conservation authorities)

Regulatory impact analysis

The regulatory impact analysis does not identify any compliance or administrative costs to business, the public or non-profit organizations associated with these regulations. The regulations implement changes to the CAA (Conservation Authorities Act) to improve governance, oversight and accountability of CAs (conservation authorities) and address concerns previously raised by businesses and municipalities about CAs (conservation authorities) extending their core mandate and operation.

Administrative costs related to negotiating agreements with participating municipalities for non-mandatory programs and services a CA (conservation authority) determines is advisable for its jurisdiction and requires the municipal levy to fund are anticipated to remain about the same since many CAs (conservation authorities) and municipalities regularly negotiate annual CA (conservation authority) budgets as well as agreements to fund various programs and services today.

The proposed mandatory programs and services set out in the regulation reflect the basic programs and services that CAs (conservation authorities) currently provide. Municipalities will have new abilities to make funding

decisions about non-mandatory programs and services that a CA (conservation authority) proposes to offer, which may result in savings.

Comments received	Through the registry	By email	By mail
	237	207	0

[View comments submitted through the registry \(/notice/019-2986/comments\)](#)

Effects of consultation

Consultation on the regulatory proposals took place from May 31 to June 27, 2021.

In total, 444 comments were received.

We received comments from the public, Indigenous communities and organizations, CAs (conservation authorities), municipalities, environmental non-government organizations, community groups, industry and the development and agriculture sectors.

As well, the Ministry of the Environment, Conservation and Parks (ministry) engaged with a working group with representatives from CAs (conservation authorities), municipalities and other stakeholders, including those from the development and agriculture sector, as a practical forum to seek feedback on the proposals.

All the feedback received during the commenting period was considered.

Summary of Consultation Feedback:

- there was general support for the work of CAs (conservation authorities) in protecting people and property against natural hazards and the value conservation authorities' lands provide to the public
- there was general support for efforts to improve transparency in the operations of conservation authorities and some stakeholders were

supportive of changes to improve governance, oversight and accountability

- there were recommendations to enable use of Indigenous knowledge in the work of CAs (conservation authorities), to finalize regulations quickly, and increase provincial funding of conservation authorities

Mandatory programs and services

- there was extensive support for including low maintenance passive recreation activities as a mandatory program and service that a CA (conservation authority) delivers
- there were also recommendations for private land stewardship programs, such as tree planting and streambank rehabilitation, including on agricultural lands, to be offered as a mandatory program or service, and where CAs (conservation authorities) are managing natural hazards, that they also manage natural heritage and green infrastructure (e.g. (example), reclaiming sites through naturalization)
- support was also received for the inclusion of a core watershed-based resource management strategy and water quantity/quality monitoring among the mandatory programs and services
- some submissions recommended that there be flexible and reasonable timelines for the requirement to complete conservation area strategies, land inventories and the watershed-based resource management strategy

Response:

Low maintenance passive recreation has been included in the list of mandatory program and service, specifically programs and services to maintain any facilities, trails or other amenities that support public access and recreational activities in conservation areas and that can be provided without direct support or supervision of staff employed by the CA (conservation authority) or by another person or body.

CAs (conservation authorities) will still have the ability to deliver non-mandatory programs and services (e.g. (example) private land stewardship) to respond to local priorities either under agreement with municipalities who are willing to pay for that program or service, or if they are able to secure other funding (e.g. (example) provincial grants or self generated revenue).

The development and implementation of a watershed-based resource management strategy and implementation of the provincial stream and groundwater monitoring programs were maintained as mandatory programs and services.

Timelines were provided for deliverables required under the mandatory programs and services regulation of December 31, 2024 to provide certainty for CAs (conservation authorities).

Municipal Agreements and Transition Period

- some submissions expressed concern related to the proposed transition timing of January 1, 2023, noting it may be challenging to establish all the necessary agreements with participating municipalities by that time for non-mandatory programs and services
- there was support from some stakeholders to enable the Minister to grant extensions of time for CAs (conservation authorities) to enter into agreements with their participating municipalities for the municipal levy to fund non-mandatory programs and services
- there was desire for certainty and consistency on how CAs (conservation authorities) will determine CA (conservation authority) led non-mandatory programs and services

Response:

Ontario is committed to ensuring that CAs (conservation authorities) are focused on their core mandate of helping protection people and property from the risk of natural hazards, the conservation and management of CA (conservation authority)-owned lands and their roles in drinking water source protection. These regulations implement the changes made to the Conservation Authorities Act initiated in 2019. In response to feedback, the transition to this new funding framework is to be completed by January 1, 2024, which will both meet the objective of ensuring municipalities have more say over the CA (conservation authority) programs and services they pay for and provide CAs (conservation authorities) and municipalities appropriate time to complete the necessary deliverables and agreements as part of the transition. As well, the regulation has retained the ability for the CA (conservation authority) to be granted an extension of time beyond the transition date under certain circumstances was maintained.

Some changes were made to the requirements related to completion of the inventory of programs and services by the CAs (conservation authorities). These were completed in response to comments related to the role of municipalities in the preparation of the inventory and the information they have on costing to support decision-making for non-mandatory programs and services. The regulation now requires that a CA (conservation authority) must circulate the inventory to all participating municipalities in the CA (conservation authority)'s area of jurisdiction, and if the CA (conservation authority) considers it advisable, to any other municipality with which the CA (conservation authority) has entered into, or intends to enter into a Memorandum of Understanding (MOU) or other agreement. The CA (conservation authority) must take municipal comments into consideration as the inventory is updated during consultations with municipalities throughout the transition period. The CA (conservation authority) would need to maintain a record of the municipalities that the inventory was circulated to and the associated date. Additionally, the regulation requires CAs (conservation authorities) to provide costing information for all programs and services in the inventory (e.g. (example) total annual cost estimates based on the last five years or for a shorter duration if the program or service has been provided for less than five years).

Community Advisory Boards

- some submissions recommended that the purpose of community advisory boards be clarified, that their implementation not be required until following the transition period, and that their funding be mandatory or covered under the administrative levy with the municipalities
- some stakeholders expressed support for the proposal to defer certain details for community advisory boards to terms of references to be developed by each conservation authorities
- other comments were concerned that the proposed boards would be duplicative of boards that have already been established by many CAs (conservation authorities), and would increase cost. They recommended that this requirement be removed
- comments from Indigenous communities and organizations included recommendations for Indigenous membership on community advisory boards and requested mention of traditional ecological knowledge

consideration requirements within management plans for conservation authority lands

Response:

The ministry did not proceed with the regulation that would have required CAs (conservation authorities) to establish a community advisory board as many CAs (conservation authorities) across Ontario already have a diverse range of advisory boards and CAs (conservation authorities) can continue to include additional members, including from Indigenous communities, where there is interest. Further, where there is not an existing advisory board, CAs (conservation authorities) will continue to have the ability to establish one where they consider it appropriate and useful.

Rules of Conduct in Conservation Areas

- Some submissions recommended more coordination between CAs (conservation authorities), police, and the Ministry of the Attorney General on long-term enforcement issues and that a full review and update of the regulation governing rules of conduct in conservation areas be completed.

Response:

Maintained approach to consolidate and maintain requirements from the individual section 29 "Conservation Area" regulations governing the rules of conduct on CA (conservation authority) lands into one regulation for consistency. The regulation reflects the rules of conduct that have been in effect in conservation areas to date on CA (conservation authority)-owned land to protect against property damage, for public safety, to protect the resources on the land and public investment.

Supporting materials

Related links

Conservation Authorities Act
(<https://www.ontario.ca/laws/statute/90c27>)

More Homes, More Choice Act, 2019 (Bill 108)
(<https://www.ola.org/en/legislative-business/bills/parliament->

[42/session-1/bill-108](#)

[Made-in-Ontario Environment Plan](#)

<https://www.ontario.ca/page/made-in-ontario-environment-plan>

[Online consultation with stakeholders](#)

<https://www.ontario.ca/page/consultation-ontario-conservation-authorities>

[Protect, Support and Recover from COVID-19 Act \(Budget Measures\), 2020 \(Bill 22...](#) <https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-229>

[Ontario Regulation 686/21: Mandatory Programs and Services](#)

<https://www.ontario.ca/laws/regulation/r21686>

[Ontario Regulation 687/21: Transition Plans and Agreements for](#)

[Programs and Ser...](#) <https://www.ontario.ca/laws/regulation/r21687>

[Ontario Regulation 688/21: Rules of Conduct in Conservation Areas](#)

<https://www.ontario.ca/laws/regulation/r21688>

Related ERO (Environmental Registry of Ontario) notices

[Updating the Conservation Authorities Act \(/notice/019-2646\)](#)

View materials in person


Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Connect with **Contact**

US

Brie-Anne Breton

 [705-772-9166](tel:705-772-9166)

 Brie-Anne.Breton2@ontario.ca

Original proposal

ERQ (Environmental Registry of Ontario) number	019-2986
Notice type	Regulation
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Proposal posted	May 13, 2021
Comment period	May 13, 2021 - June 27, 2021 (45 days)

Proposal details

On December 8, 2020, Bill 229, the Protect, Support and Recover from *COVID-19 (2019 Novel Coronavirus) Act* (Budget Measures), 2020, which made changes to the *Conservation Authorities Act* and the *Planning Act*, received Royal Assent.

These changes will improve the governance, oversight and accountability of conservation authorities, while respecting taxpayer dollars by giving municipalities more say over the conservation authority programs and services they pay for.

The Ministry of the Environment, Conservation and Parks (MECP) is now proposing to move forward with our first of two phases of regulatory amendments to implement the legislative changes previously made to the *Conservation Authorities Act* and those recently made through the Protect, Support and Recover from *COVID-19 (2019 Novel Coronavirus) Act* (Budget Measures), 2020.

The regulations the government proposes to introduce as part of the first phase would set out the following:

- Mandatory programs and services that conservation authorities would be required to provide, including core watershed-based resource management strategies.
- A requirement for agreements between conservation authorities and their participating municipalities for the use of municipal levies to fund non-mandatory programs and services an authority determines are advisable in its jurisdiction.
 - The proposed regulation may set out a specific time in which the agreements must be reviewed and to determine whether or not the agreements will be renewed.
- Details of the transition plan conservation authorities must prepare, including an inventory of the authority's programs and services, the consultation process with participating municipalities on the inventory, and steps taken to enter into these agreement(s) with participating municipalities for the use of municipal levies for non-mandatory programs and services the authority determines are advisable in its jurisdiction.
- The consolidation of each of the current individual conservation authority 'Conservation Areas' regulations made under Section 29 of the *Conservation Authorities Act* into one Minister's regulation. This would set out, for example, prohibited activities and activities requiring permits on conservation authority owned lands.
- Requirements for each conservation authority to establish a community advisory board to include members of the public, and providing that conservation authority by-laws may govern the operation of these and other advisory boards that may be established by the authority.

Greater detail on these proposed regulations can be found in a **Consultation Guide** (https://prod-environmental-registry.s3.amazonaws.com/2021-05/CAA_Phase%201_Reg.%20Posting%20Consultation%20Guide_FINAL.pdf).

In the coming months, the MECP (Ministry of the Environment, Conservation and Parks) will be consulting on the second phase of proposed regulations under the *Conservation Authorities Act*, including:

- Municipal levies governing the apportionment of conservation authority capital and operating expenses for mandatory programs and services and for non-mandatory programs and services under municipal agreement. This would also set out provisions pertaining to municipal

appeals of conservation authority municipal levy apportionments, including who would hear those appeals.

- Standards and requirements for the delivery of non-mandatory programs and services.

Supporting materials

Related files

[CAA Phase 1 Regulatory Proposal Consultation Guide](https://prod-environmental-registry.s3.amazonaws.com/2021-05/CAA Phase 1 Reg. Posting Consultation Guide FINAL.pdf)
(<https://prod-environmental-registry.s3.amazonaws.com/2021-05/CAA Phase 1 Reg. Posting Consultation Guide FINAL.pdf>)
pdf.(Portable.Document.Format.file) 307.45 KB

Related ERO (Environmental Registry of Ontario) notices

[Updating the Conservation Authorities Act \(/notice/019-2646\)](/notice/019-2646)

Related links

[Conservation Authorities Act](https://www.ontario.ca/laws/statute/90c27)
(<https://www.ontario.ca/laws/statute/90c27>)

[More Homes, More Choice Act, 2019 \(Bill 108\)](https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-108)
(<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-108>)

[Made-in-Ontario Environment Plan](https://www.ontario.ca/page/made-in-ontario-environment-plan)
(<https://www.ontario.ca/page/made-in-ontario-environment-plan>)

[Online consultation with stakeholders](https://www.ontario.ca/page/consultation-ontario-conservation-authorities)
(<https://www.ontario.ca/page/consultation-ontario-conservation-authorities>)

[Protect, Support and Recover from COVID-19 Act \(Budget Measures\), 2020 \(Bill 22...\)](https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-229)
(<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-229>)

View materials in person

Important notice: Due to the ongoing COVID-19 pandemic, viewing supporting materials in person is not available at this time.

Please reach out to the Contact listed in this notice to see if alternate arrangements can be made.

Comment

Commenting is now closed.

This consultation was open from May 13, 2021
to June 27, 2021

Connect with us

Contact

Liz Mikel

 [705-313-0563](tel:705-313-0563)

 ca.office@ontario.ca

**Human &
Health Services**

Memo

To: Mayor and City Council

**From: M.E. Bernard, Manager of Social Policy and Planning/ Project Manager, Windsor Essex
Local Immigration Partnership (WE LIP)**

Date: March 7, 2022

Background

At the February 28, 2022 Council meeting, the following Council Question was asked by Councillor Francis of Administration: to make public any information they may have with respect to humanitarian aid or how residents can donate to support the people of Ukraine (CQ 4-2022).

Discussion

As of March 7, 2022 the increased violence in Ukraine has resulted in reports of over 1.5 million civilians leaving their country to surrounding safe countries. To assist Ukraine citizens, Immigration and Refugee Citizenship Canada has made several significant announcements to date.

First, as part of the Government of Canada's response, IRCC has taken the decision to prioritize applications for new and replacement travel documents for Canadian citizens, permanent residents and their immediate family members. Over a month ago, IRCC implemented measures to priority process citizenship grant applications for adoption, as well as permanent and temporary residence applications for people with a primary residence in Ukraine who want to reunite or travel with family, study, work, or start a new life in Canada. Ukrainian nationals currently in Canada on a temporary basis can apply to extend their status as a visitor, student or worker. In addition to prioritizing applications, IRCC is launching a package of new immigration measures, including the following:

- Establishing a dedicated service channel for Ukraine enquiries that will be available for clients both in Canada and abroad at **613-321-4243**, with collect calls accepted. In addition, clients can now add the keyword "**Ukraine2022**" to the [IRCC Web form](#) with their enquiry and their email will be prioritized.
- Implementing urgent processing of travel documents, including issuing single-journey travel documents for immediate family members of Canadian citizens and permanent residents who do not have valid passports.
- Updating a Web page to provide [current information on measures](#); this page will include content in Ukrainian for ease of reference.
- Ensuring that Ukrainians currently in Canada are able to extend their stay or stay longer in Canada by prioritizing the renewal of work and study permits, and extending a policy that allows individuals to apply for a work permit from within Canada. This policy would allow temporary residents who receive a job offer to remain in Canada and start working while they wait for their work permit application to be processed.

Second, IRCC announced plans to create 'Canada-Ukraine Authorization for Emergency Travel', for Ukrainians who choose to come to Canada temporarily as a means to flee the violence in Ukraine. As of March 3rd, "there will be no limit to the number of Ukrainians who can apply for this travel. As per IRCC, this is the fastest, safest, and most efficient way for Ukrainians to come to Canada and eliminates many of the normal visa requirements. All Ukrainian nationals will be able to apply through this new path, and, pending background check and security screening, their stay in Canada could be extended by at least 2 years. IRCC will aim to have the extended pathway open for applications in 2 weeks (week of March 21, 2022), and, in the interim, will encourage Ukrainians to apply through all programs, and their applications will be prioritized "

These two early announcements from IRCC this week indicate that Windsor and Essex County may be receiving refugees from Ukraine over the coming weeks and months, and may welcome additional Ukraine nationals already in Canada who have chosen to prolong their stay.

At the present time, IRCC funds two Resettlement Assistance Program (RAP) sites to initiate the settlement process for Government Assisted Refugees (GARs) into our community: The Multicultural Council of Windsor Essex (MCC) in Windsor and the New Canadian Centre of Excellence Inc (NCCE) in Leamington. As information unfolds, it will be determined if persons travelling to Canada through the new 'Canada-Ukraine Authorization for Emergency Travel' category, are redefined as GARs. IRCC also funds eight (8) other organizations in Windsor and Essex County for settlement, language, employment and support services for newcomers, and it (IRCC) has a long-standing agreement with the City of Windsor, which serves as the lead for the Windsor Essex Local Immigration Partnership (WE LIP). The WE LIP is a community planning body for newcomer services comprised of a coalition of over 80 community organizations (including MCC and NCCE) in Windsor and Essex County. As demonstrated in the 2015- 2017 period when over 1000 Syrian refugees arrived in our community, MCC, NCCE, the WE LIP and its partners, will work together to ensure that Ukraine residents who arrive and settle in our community are welcomed and able to access services as needed and equally important, are connected with cultural and faith based groups.

How Residents Can Donate to Support Persons in Ukraine

Countries around the world are assisting Ukraine to respond to the recent invasion. Individuals can respond too. Administration has compiled the following list of organizations collecting donations to assist Ukrainian residents. This is not an exhaustive list. Residents considering a donation should contact the organization directly. The City of Windsor is not affiliated with any individual organizations nor is it collecting financial or other types of donations on behalf of these organizations.

Canadian Red Cross: the Canadian Red Cross and Red Crescent Movement are collecting funds to help with immediate and ongoing relief efforts in Ukraine. The Government of Canada has pledged to match dollar for dollar donations made by individual Canadians to the Red Cross until March 18, 2022. [Ukraine Humanitarian Crisis Appeal](#) (or call 1-800-418-1111)

United Nations High Commission on Refugees (UNHCR) is supporting those who have been forced to flee their homes to ensure they are sheltered and safe. <https://give.unhcr.ca/page/52275/donate/1>

UNICEF: Is responding to the escalating need in Ukraine by providing communities with safe water; urgent medical aid and health care services. <https://www.unicef.org/emergencies/conflict-ukraine-pose-immediate-threat-children>

Canada-Ukraine Foundation: Committed to delivering assistance projects generated by Canadians to Ukraine. <http://www.cufoundation.ca/>

Canada Helps: Collection of charities providing urgent aid in Ukraine. <https://www.canadahelps.org/en/donate-to-ukraine/>

Doctors Without Borders/ Médecins Sans Frontières: MSF teams act fast to save people's lives in conflict zones, natural disasters and epidemics. <https://www.doctorswithoutborders.org/what-we-do/countries/ukraine>

Help Us Help: Works with established networks on the ground to distribute supplies to those who need it most. <https://helpushelp.charity/>

Global Medic: provides disaster relief and life-saving humanitarian aid. Donations will go to support those exiting Ukraine into neighbouring countries. <https://globalmedic.ca/>

Ukrainian World Conference: The UWC works with the government of Ukraine, international governments and organizations to support Ukrainians with donations for humanitarian initiatives. [Ukrainian World Congress.](#)

Ukrainian National Federation Windsor Ontario Branch: Facebook: <https://www.facebook.com/Ukrainian-National-Federation-Windsor-Ontario-Branch-914341065269628>

Approved Electronically by:

Jelena Payne Commissioner, Human and Health Services	Jason Reynar Chief Administrative Officer
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/meb



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: March 7, 2022

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-005/22 [ZNG/6660]**

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

Applicant: JBM CAPITAL INC
 Location: 2601 LAUZON RD
 Description: Application to amend Zoning By-law 8600 to allow for the development of multi-family dwellings

The ZONING AMENDMENT application submitted by APPLICANT for LOCATION has been deemed as complete on March 1, 2022.

Enclosures:

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



Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ms

March 1, 2022

Jabe Inc
ATTN: Jeff Belanger
894 Monmouth Rd
Windsor ON N8Y 3L5

Dear Mr Belanger:

Re: REZONING APPLICATION
APPLICANT: JBM CAPITAL INC
LOCATION: 2601 LAUZON RD
FILE NO.: Z-005/22 [ZNG/6660]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on March 1, 2022 and processing has begun.

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

Please email me at jnwaesei@citywindsor.ca , if you have any questions.

Yours truly,



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

JN/ms

2601 LAISON

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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

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

CONTACT INFORMATION

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

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

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO YES File Number: PS- 038-21

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

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

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

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

Applicant

Name: JBM CAPITAL INC. Contact: JOE MIKHAIL
Name of Contact Person

Address: 100 OUELLETTE

Address: UNIT #700 Postal Code: N9A 6T3

Phone: (514) 944-2929 Fax: (514) 948-8482

Email: jbm@mikhailholdings.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

Name: JBE INC. Contact: JEFF BELANGER
Name of Contact Person

Address: 897 MANMOUTH RD.

Address: _____ Postal Code: N8Y 3L5

Phone: (514) 992-1498 Fax: _____

Email: jeffbelanger@outlook.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 2601 LAUZON PARKWAY

Legal Description SEE DEED ATTACHED. PARTS 3 AND 4, PLAN 12R-27242

Assessment Roll Number 070-670-56925-0000

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

Frontage (m) 65m Depth (m) 176m Area (sq m) 11000

Official Plan Designation _____

Current Zoning COMMERCIAL DISTRICT 3.3 (CD 3.3)

Existing Uses VACANT

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

Previous Uses VACANT

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

IBM CAPITAL INC.

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

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

ELECTRICAL EASEMENT, SEWER EASEMENT. TO IBM CAPITAL (ATTACHED)

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: CD 3.3

to: RD 2.5

Proposed uses of subject land: MULTIPLE FAMILY DWELLINGS

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

SEE PLANNING RATIONALE REPORT

Why is this amendment or these amendments being requested?

SEE PLANNING RATIONALE REPORT

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

See Planning Rationale Report _____

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

See Planning Rationale Report _____

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

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

Proposed - 3 Buildings, 4 STOREY, TOTAL 69 UNITS
SEE PLANNING RATIONALE REPORT

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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

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

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION



11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

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

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

APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

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

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, JOE MIKHAIL, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

JEFF BELANGER to make this application on my behalf.
Name of Agent


Signature of Registered Owner


1/6/22
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, JOE MIKHAIL,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.


Signature of Registered Owner

1/6/21
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.

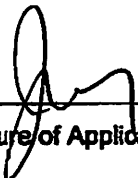
Additional information can be found at:

<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

1/6/22

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

a) If previous use of the property is Industrial or Commercial, specify use:

b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?

- Yes No Unknown

c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?

- Yes No Unknown

d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

- Yes No Unknown

e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?

- Yes No Unknown

f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?

- Yes No Unknown

g) Have the lands or adjacent lands ever been used as a weapons firing range?

- Yes No Unknown

h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?

- Yes No Unknown

i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?

- Yes No Unknown

j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

- Yes No Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

JOE MICHAEL

Name of Applicant (print)



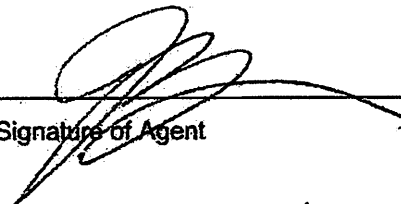
Signature of Applicant

1/6/22

Date

JEFF BELANGER

Name of Agent (print)



Signature of Agent

2022/01/06

Date

END OF SCHEDULE E

Intentionally left blank.



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: March 7, 2022

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-004/22 [ZNG/6659]**

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

Applicant: LEE J DOUCETTE
 Location: 1646-1648 DROUILLARD RD
 Description: Application to amend Zoning By-law 8600 to allow the development of a multiple dwelling building with a maximum of four residential units.

The ZONING AMENDMENT application submitted by Lee J Doucette for 1646-1648 Drouillard Rd has been deemed as complete on February 18, 2022.

Enclosures:

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

Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ms

February 25, 2022

Urban in Mind Planning
ATTN: Jacob Dickie
3370 South Service Rd, Unit 103
Burlington ON L7N 3M6

Dear Mr Dickie:

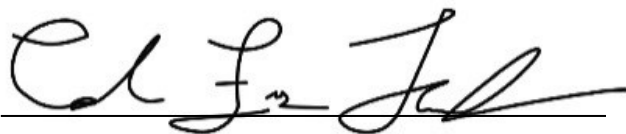
Re: REZONING APPLICATION
APPLICANT: LEE J DOUCETTE
LOCATION: 1646-1648 DROUILLARD RD
FILE NO.: Z-004/22 [ZNG/6659]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on February 18, 2022 and processing has begun.

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

Please email me at cfunk@citywindsor.ca , if you have any questions.

Yours truly,



Colin Funk, Co-op Student
Planning

CF/KA/ms



ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
 - Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
 - Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
 - Section 4: Indicate if you are submitting other companion applications with this application.
 - Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
 - Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
 - Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
 - Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
 - Section 9: Indicate how the property is accessed. Check all boxes that apply.
 - Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
 - Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
 - Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
 - Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
 - Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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

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

CONTACT INFORMATION

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

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

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

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

Staff Use Only

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

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

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

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

Applicant

Name: Lee J Doucette Contact: Lara Dutton
 Address: 413 Silver Birch Lane warman *Name of Contact Person*
 Address: _____ Postal Code: _____
 Phone: 306-203-9837 Fax: _____
 Email: laradutton@hotmail.com

Registered Owner Same as Applicant

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

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

Name: Jacob Dickie - Urban in Mind Contact: _____
 Address: 3370 South Service Road, Unit 103, Burlington, Ontario *Name of Contact Person*
 Address: _____ Postal Code: L7N 3M6
 Phone: 519-719-8721 Fax: _____
 Email: jdickieurbaninmind@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 1646-1648 Drouillard Road

Legal Description PL 719 LT 20 PT LT 21

Assessment Roll Number _____

If known, the date the subject land was acquired by the current owner: February 8, 2016

Frontage (m) 12.5 Depth (m) 30.5 Area (sq m) 379

Official Plan Designation Residential

Current Zoning CD2.2

Existing Uses 1 building with 2 legal residential units

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

Previous Uses Unknown

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

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

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

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

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

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

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

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

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District 2.2 (CD2.2)

to: Residential District 2.2 with Site-Specific Provisions (RD2.2-XX)

Proposed uses of subject land: Multiple Dwelling Building with a Maximum of 4 Residential Units

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

Site-Specific Rezoning - See Justification Report and Zoning By-law text for the amendments.

Why is this amendment or these amendments being requested?

To bring the proposed 2 (two) existing non-complying residential units (bringing the total residential unit count to 4 (four) units within the existing 1 storey building without a commercial use.

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

Not applicable

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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

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

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____
-

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

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

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

APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

Re-Notification/Deferral Fee Required when an applicant requests a deferral after notice of a public meeting has been given.	Code 53016	\$2,258.40
Legal Fee - Servicing Agreement Required when the preparation of a servicing agreement is a condition of approval.	Code 63002	\$597.64 plus \$50 per unit, lot, or block
Removal of the Holding Symbol Application It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.	Code 53001	\$1,536.00
Ontario Land Tribunal (OLT) Appeal Fee An appeal is made through 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.		\$1,100.00

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

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

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
- Open House Website Other _____

Not required. Confirmed by Marianne Sladic

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, Lee Doucette, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

DocuSigned by:
Lee Doucette
9B9549EDF061469...


Signature of Applicant

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

Saskatoon, Saskatchewan

Location of Applicant at time of declaration

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

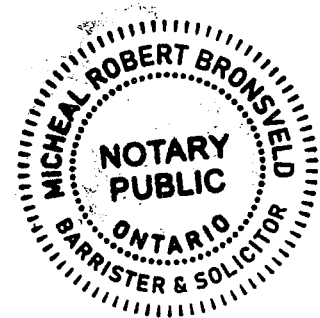
Declared before me  at the City of London, Province of Ontario

Signature of Commissioner

Location of Commissioner

this 17th day of January, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW



READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Lee Doucette, 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

Jacob Dickie of Urban in Mind to make this application on my behalf.
Name of Agent

DocuSigned by:
Lee Doucette
9B9549EDF061469...

January 17, 2022

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, Lee Doucette,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

DocuSigned by:
Lee Doucette
9B9549EDF061469...

January 17, 2022

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.

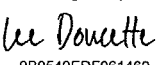
Additional information can be found at:

<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:

DocuSigned by:

9B9549EDF061469...

January 17, 2022

Signature of Applicant or Agent

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other Unknown

- 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.

Lee Doucette

Name of Applicant (print)

DocuSigned by:
Lee Doucette
9B9549EDF061469...

Signature of Applicant

January 17, 2022

Date

Jacob Dickie - Urban in Mind

Name of Agent (print)

Jacob Dickie

Signature of Agent

December 20, 2021

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

<p>Receipt and Assignment of Application</p> <p>This application has been assigned to:</p> <p><input type="checkbox"/> Adam Szymczak (AS) <input type="checkbox"/> Greg Atkinson (GA)</p> <p><input type="checkbox"/> Pablo Golob (GL) <input type="checkbox"/> Jim Abbs (JA)</p> <p><input type="checkbox"/> Justina Nwaesei (JN) <input type="checkbox"/> Kevin Alexandar (KA)</p> <p><input type="checkbox"/> Laura Diotte (LD) <input type="checkbox"/> Melissa Gasic (MG)</p> <p><input type="checkbox"/> Simona Simion (SS) <input type="checkbox"/> _____</p>	<p>Date Received Stamp</p>
--	----------------------------

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

<p>Internal Information</p> <p>Fee Paid: \$ _____ Receipt No: _____ Date: _____</p> <p>Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque</p> <p>NEW Zoning File No. ZNG/ _____ Z- _____</p> <p>Previous Zoning File No. ZNG/ _____ Z- _____</p> <p>Related OPA File No. OPA/ _____ OPA _____</p> <p>Other File Numbers: _____</p> <p>Notes: _____</p>

THIS IS THE LAST PAGE OF THE APPLICATION FORM



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: March 7, 2022
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-008/22 [ZNG/6670]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: VITO MAGGIO HOLDINGS INC.
Location: 642 WINDERMERE RD
Description: Application to amend Zoning By-law 8600 to permanent patio to the rear of the existing residential building, to be used by the Restaurant located on the property to the north known municipally as 1731 Wyandotte Street East.

The ZONING AMENDMENT application submitted by Vito Maggio Holdings Inc. for 642 Windermere Road has been deemed as complete on February 18, 2022.

Enclosures:

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

Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ms

February 25, 2022

Mousseau DeLuca McPherson Prince LLP
ATTN: Jeffrey Nanson
525 Windsor Avenue, Suite 200
Windsor, ON N9A 1J4

Dear Mr. Nanson:

Re: REZONING APPLICATION
APPLICANT: VITO MAGGIO HOLDINGS INC.
LOCATION: 642 WINDERMERE ROAD
FILE NO.: Z-008/22 [ZNG/6670]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on February 18, 2022 and processing has begun.

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

Please email me at bnagata@citywindsor.ca, if you have any questions.

Yours truly,

Brian Nagata, MCIP, RPP
Planner II - Development

BN/ms

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time, and location of the Council meeting. Call 311 or contact the City Clerk at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, the City Clerk will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the 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.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

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

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

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO YES File Number: PS- 127/21

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

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: Vito Maggio Holdings Inc. Contact: Vito Maggio
Name of Contact Person

Address: 642 Windermere, Windsor, Ontario , N87 1C9

Address: (Mailing Address) 1731 Wyandotte Street East, Windsor, Ontario Postal Code: N8Y 1C9

Phone: 519-796-8237 Fax: _____

Email: _____

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: Mousseau DeLuca McPherson Prince LLP Contact: Jeffrey W. Nanson
Name of Contact Person

Address: 525 Windsor Avenue, Suite 200, Windsor, Ontario

Address: _____ Postal Code: N9A 1J4

Phone: _____ Fax: _____

Email: jnanson@mousseaulaw.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 642 Windermere Road, Windsor, Ontario, N87 1C9

Legal Description LOT 3 PLAN 502 WALKERVILLE; CITY OF WINDSOR (P.I.N. 01136-0246 (LT))

Assessment Roll Number 020-070-06600

If known, the date the subject land was acquired by the current owner: 2011/11/21

Frontage (m) See Tab 8 Depth (m) See Tab 8 Area (sq m) See Tab 8

Official Plan Designation Mixed Use

Current Zoning Residential District 2.2 (RD 2.2)

Existing Uses Office in existing building

If known, the lengths of time that the existing uses have continued: Prior to 2011

Previous Uses Prior to being owned by Vito Maggio Holdings Inc., 642 Windermere Road was used as a Law Office by Jodie Fodor.

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

Royal Bank of Canada, 180 Wellington Street West, 1st Floor, Toronto, Ontario, M5J 1J1

Caisse Populaire Sud-Ouest Ontario Inc., 637 Niagara Street, Welland, Ontario, L3C 1L9

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: Residential District 2.2 (RD 2.2)

to: _____

Proposed uses of subject land: Re-zoning to allow patio use

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

See attached Appendix "A".

Why is this amendment or these amendments being requested?

See attached Appendix "A".

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 See attached Appendix "A".

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

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

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

See attached at Tab 8

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

Restaurant patio on the paved portion of the property as shown in the conceptual drawing and photographs. The existing building on the property will remain being used as an office.

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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

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

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND See attached at Tab 8

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

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

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

APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

Re-Notification/Deferral Fee	Code 53016	\$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.		
Legal Fee - Servicing Agreement	Code 63002	\$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		
Removal of the Holding Symbol Application	Code 53001	\$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.		
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.		

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:

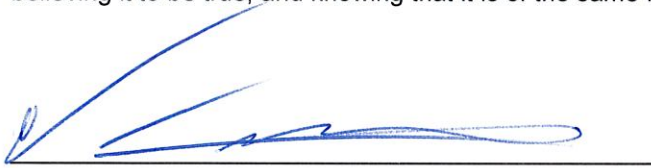
- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
 Open House Website Other Patio area has been open to the public to view.

The patio opened pursuant to By-Law Number 129-2021 during 2021. The patio will be the same patio moving forward.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Vito Maggio, 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.



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Declared before me



at the

City of Windsor

Signature of Commissioner
For Taking Affidavits

Municipality

this

7th

day

day of

February

month

2022

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, Vito Maggio Holdings 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

Jeffrey W. Nanson of Mousseau DeLuca McPherson Prince LLP to make this application on my behalf.
Name of Agent



Signature of Registered Owner

Feb 7, 2022

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Vito Maggio,
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

Feb 7, 2022

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

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

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

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

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

Feb. 7/22

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Vito Maggio

Name of Applicant (print)



Signature of Applicant

Feb 7/2022

Date

Jeffrey W Nanson

Name of Agent (print)



Signature of Agent

Feb 7/2022

Date

END OF SCHEDULE E

Intentionally left blank.

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 _____ <div style="text-align: right;"><i>Date</i></div>		
_____ <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

February 4, 2022

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

Dear Ms Pillon-Abbs:

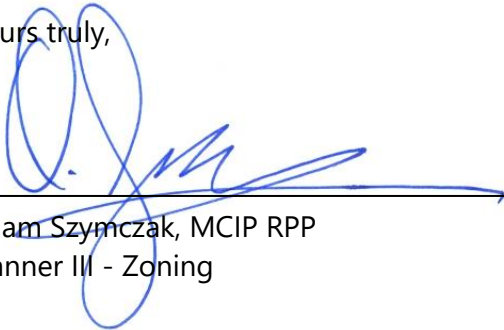
Re: REZONING APPLICATION
APPLICANT: 1933923 ONTARIO LTD
LOCATION: 0 & 817 ELINOR ST AND 0 WYANDOTTE ST E
FILE NO.: Z-002/22 [ZNG/6657]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on February 4, 2022 and processing has begun.

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

Please email me at aszymczak@citywindsor.ca , if you have any questions.

Yours truly,



Adam Szymczak, MCIP RPP
Planner III - Zoning

AS/ms



ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E. Complete Credit Card Authorization if paying by credit card

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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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

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

CONTACT INFORMATION

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

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

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO YES File Number: PS- 080/2020

Staff Use Only

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

<input checked="" type="checkbox"/> Deed of Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section B)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input checked="" type="checkbox"/> Archaeological Assessment - Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input 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 checked="" type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input checked="" type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input checked="" type="checkbox"/> Tree Preservation	<input checked="" 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: 1933923 Ontario Ltd Contact: Dan Radmore
Name of Contact Person
Address: 3203 Walker Rd, Windsor, ON
Address: _____ Postal Code: N8W 3R7
Phone: 519 791 8443 Fax: _____
Email: radmoredan@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, Chatham, ON N7M 5J7
Address: _____ Postal Code: _____
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 817 Elinor St., 0 Elinor St and 0 Wyandotte St E

Legal Description Lots 26 to 31, Part of Alley, Registered Plan 1142

Assessment Roll Number See PINs on attached Deed.

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

Frontage (m) 44.6 m Depth (m) 70.6 m Area (sq m) 2,274 m2

Official Plan Designation Residential

Current Zoning RD 1.2 and DRD1.1. Map 14 Bylaw 8600

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: Unknown - approx. 15 years

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 - none.

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

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

See attached deed. Sewer easement.

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: Unknown

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

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

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

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: RD1.2 & DRD1.1

to: Site Specific RD2.5

Proposed uses of subject land: Proposed 3 multiple dwellings with 5 or more dwelling units each
(18 units total).

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

To permit the proposed use and request relief for min lot area and min side yard width (see PRR for
details).

Why is this amendment or these amendments being requested?

To provide for infilling and a new housing choice in the existing built up area (see PRR for details).

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

See Planning Rationale Report _____

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

See Planning Rationale Report _____

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

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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

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

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

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

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

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$200.00
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee - Servicing Agreement** Code 63002 \$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
- Ontario Land Tribunal (OLT) Appeal Fee** \$1,100.00
An appeal is made through 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

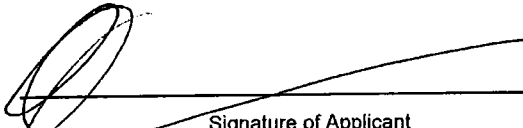
Website

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.

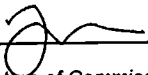
I, 1933923 Ontario Ltd, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X 

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

Location of Applicant at time of declaration

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

Declared before me  at the Municipality of Chatham-Kent

Signature of Commissioner Location of Commissioner

this 4th day of January, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW
Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 2, 2023

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

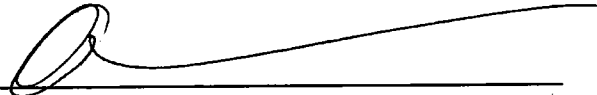
A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, 1933923 Ontario Ltd, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc to make this application on my behalf.
Name of Agent

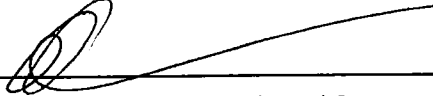
X  Jan 7, 2022
Signature of Registered Owner Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 1933923 Ontario Ltd,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X  Jan 7, 2022
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.

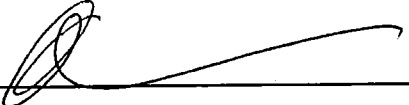
Additional information can be found at:

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

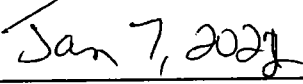
or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X 

Signature of Applicant or Agent



Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

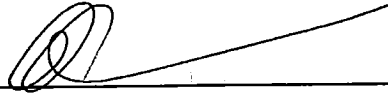
I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition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

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

1933923 Ontario Ltd

Name of Applicant (print)



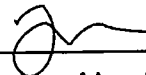
Signature of Applicant

Jan 7, 2022

Date

Pillon Abbs Inc

Name of Agent (print)



Signature of Agent

January 4, 2022

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)
<input type="checkbox"/> Pablo Golob (GL)	<input type="checkbox"/> Jim Abbs (JA)
<input type="checkbox"/> Juliana Nwaehi (JN)	<input type="checkbox"/> Kevin Alexander (KA)
<input type="checkbox"/> Laura Dotts (LD)	<input type="checkbox"/> Melissa Gasic (MG)
<input type="checkbox"/> Almona Simon (SE)	<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



Memo

To: City Clerk
From: City Planner/Executive Director
Date: March 7, 2022
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-028/21 [ZNG/6503]**
OPA 152 [OPA/6504]
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: TUNIO DEVELOPMENT
Location: 0 & 3885 SANDWICH ST
Description: Application to amend Zoning By-law 8600 to allow for the development of an 11-storey combined use building with commercial & parking on main floor and residential above.

The ZONING AMENDMENT and/or OFFICIAL PLAN AMENDMENT application submitted by Tunio Development for 0 & 3885 Sandwich St has been deemed as complete on February 11, 2022.

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

Thom Hunt, MCIP, RPP
City Planner, Executive Director
/ms

February 25, 2022

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

Dear Ms Pillon-Abbs:

Re: REZONING APPLICATION
APPLICANT: TUNIO DEVELOPMENT
LOCATION: 0 & 3885 SANDWICH ST
FILE NO.: Z-028/21 [ZNG/6503] & OPA 152 [OPA/6504]

This is to acknowledge receipt of the application for rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided; therefore, the application was deemed COMPLETE on February 11, 2022 and processing has begun.

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

Please email me at kalexander@citywindsor.ca , if you have any questions.

Yours truly,



Kevin Alexander, MCIP RPP
Planner III – Special Projects

KA/ms

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read, complete in full, and sign Schedules A & E.

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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

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

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - addition to the list of permitted uses
- Site already zoned
 - change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner makes a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by the City Clerk of the date, time, and location of the Council meeting.
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.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

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

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

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO YES File Number: PS- 031-20

Staff Use Only

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

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

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

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

Applicant

Name: Tunio Development Contact: Khurram Tunio
Name of Contact Person

Address: 2089 Osbond Road

Address: Innisfil, ON Postal Code: L9S 0A9

Phone: 416-436-2775 Fax: _____

Email: Khurramtunio@yahoo.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 Rd

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 0 Sandwich Street and 3885 Sandwich Street

Legal Description Plan 40 PT Lot 28 East Side; & PT Lot 28 West Side; Corner

Assessment Roll Number 050-170-09700-0000

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

Frontage (m) 82.34 (Chappell Ave) Depth (m) 94.31 (Sandwich St) Area (sq m) 6,394

Official Plan Designation Industrial

Current Zoning CD2.1 and DRD1.1 and MD 1.4

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: > 2006

Previous Uses Residential and Tavern

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: CD2.1 and DRD1.1 and MD 1.4

to: CD2.2 (site specific)

Proposed uses of subject land: 11 storey Combined Use Building - commercial & parking on the main floor and residential above.

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

Relief requested: 1) increase building height from 14 m to 37 m 2) decrease minimum amenity space from 12 m² to 6 m² and 3) decrease minimum parking space for dwelling units from 1.25 / unit to 1 / unit - and commercial units from 210 spaces to 160 spaces.

Why is this amendment or these amendments being requested?

To permit the proposed 11 storey Combined Use Building - parking and commercial on the main floor and residential above. Total of 150 residential units and 2 retail spaces. Parking provided on-site.

Relief will allow the proposed building to use the entire property and provide for affordable housing and commercial use in an area in transition.

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

See Planning Rationale Report

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

See Planning Rationale Report

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

See Planning Rationale Report

See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

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

An electric sign, which will be removed.

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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

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

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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

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

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

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

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

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

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

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

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard or Visa (complete and attach Credit Card Authorization), 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	\$4,200.00	\$5,640.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,450.00	= \$5,990.00

OTHER FEES

- | | | |
|---|------------|--|
| Re-Notification/Deferral Fee | Code 53016 | \$2,182.00 |
| Required when an applicant requests a deferral after notice of a public meeting has been given. | | |
| Legal Fee | Code 63002 | \$586.50 plus \$50 per unit, lot, or block |
| Required when the preparation of an agreement is a condition of approval. | | |
| Removal of the Holding Symbol Application | Code 53001 | \$1,484.00 |
| 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. | | |
| 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. | | |

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)

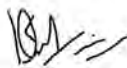
Open House Website Other _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Khurram Tunio, 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.

X



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Declared before me  at the Municipality of Chatham-Kent

Signature of Commissioner
For Taking Affidavits

Municipality

this 19th day of November, 2020

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,

Province of Ontario, for Pillon Abbs Inc.

Expires August 4, 2023.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Khurram Tunio, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.
Name of Agent

X  November 19, 2020
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, Khurram Tunio,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X  November 19, 2020
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:

X



Signature of Applicant or Agent

November 19, 2020

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:
Yes - tavern _____
- 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.

Khurram Tunio

Name of Applicant (print)

X 


Signature of Applicant

November 19, 2020

Date

Tracey Pillon-Abbs

Name of Agent (print)



Signature of Agent

November 19, 2020

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"/> George Robinson (GR)	<input type="checkbox"/> Jim Abbs (JA)
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Kevin Alexandar (KA)
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasic (MG)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

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

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <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

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. A Planner must sign and date the pre-submission consultation section on page 2.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report". If the question is not applicable, check the box beside "Not Applicable".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres of it.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Check the appropriate box based on the pre-submission consultation with the Planner.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.

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

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

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

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

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

DATE RECEIVED STAMP

CONTACT INFORMATION

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

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

OFFICIAL PLAN AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

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

Valid Pre-Submission Letter? NO YES File Number: PS-031/20

Staff Use Only

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

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

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

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

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

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

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

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

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

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

Applicant

Name: Tunio Development Contact: Khurram Tunio
Name of Contact Person

Address: 2089 Osbond Road

Address: Innisfil, ON Postal Code: L9S 0A9

Phone: 416-436-2775 Fax: _____

Email: Khurramtunio@yahoo.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

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

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tpillonabbs@gmail.com

4. COMPANION APPLICATIONS

Are you submitting a companion Rezoning application? NO YES

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

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

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 Sandwich Street & 3885 Sandwich Street
(lots have merge)

Legal Description Plan 40 PT Lot 28 East Side; & PT Lot 28 West Side; Corner

Assessment Roll Number 050-170-09700-0000

Frontage (m) 82.34 (Chappell Ave) Depth (m) 94.31 (Sandwich St) Area (sq m) 6,394

Current Official Plan Designation Industrial

What land uses are permitted by the Official Plan Designation? Employment and Ancillary Uses

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

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

Amendment to Official Plan from Industrial to site specific Industrial

Purpose of the proposed OPA: To permit a Combined Use Building

What land uses will the proposed official plan amendment (OPA) authorize? Commercial and Parking on the main floor and residential above on floors 2 to 11. Additional parking provided on-site.

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

If yes, the policy to be changed, replaced or deleted: Section 6.4.3.2 - Ancillary Uses

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

OFFICIAL PLAN AMENDMENT APPLICATION

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

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

If yes, the designation to be changed or replaced: Site Specific Industrial

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

Not Applicable See Planning Rationale Report See Attached

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

Not Applicable See Planning Rationale Report See Attached

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

Not Applicable See Planning Rationale Report See Attached

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

Not Applicable See Planning Rationale Report See Attached

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

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

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

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

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

File number: Unknown Status: In progress

Approval authority: City of Windsor

Affected lands: same

Purpose of OP or ZBL amendment or Zoning Order: ZBA - to change the zone category to CD2.2

Effect on the proposed OPA: To permit the proposed Combine Use Building

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

File number: Unknown Status: To be submitted.

Approval authority: City of Windsor

Affected lands: same

Purpose of plan of subdivision or site plan: To create Draft Plan of Condominium

Effect on the proposed OPA: Units would be able to be sold.

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

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

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

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

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

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

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

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

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

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

APPLICATION FEE

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

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input checked="" type="checkbox"/> Major OPA
Base Fee	63003	\$2,182.00	\$7,838.00
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$2,432.00	= \$8,188.00

OTHER FEES

Re-Notification/Deferral Fee 53016 \$2,182.00

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

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.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

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

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

Open House

Website

Other _____

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits

I, Khurram Tunio, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, 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

Declared before me  at the Municipality of Chatham-Kent

Signature of Commissioner
For Taking Affidavits

Municipality

this 19th day of November, 2020

floor and residential above. day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW
Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,

Province of Ontario, for Pillon Abbs Inc.

Expires August 4, 2023.

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

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

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Khurram Tunio, am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Pillon Abbs Inc. to make this application on my behalf.
name of agent

X  November 19, 2020
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, Khurram Tunio, hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

X  November 19, 2020
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

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

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P. 13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

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

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X



November 19, 2020

Signature of Applicant or Agent

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application		Date Received Stamp
This application has been assigned to:		
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Greg Atkinson (GA)	
<input type="checkbox"/> George Robinson (GR)	<input type="checkbox"/> Jim Abbs (JA)	
<input type="checkbox"/> Justina Nwaesei (JN)	<input type="checkbox"/> Kevin Alexandar (KA)	
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasic (MG)	
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____	

Complete Application		
This application is deemed complete on _____		
<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 File No. OPA/ _____			
Previous OPA File No. OPA/ _____			
Related Zoning File No. ZNG/ _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE: March 21, 2022
TO: City Clerk
FROM: Manager of Urban Design
RE: Recent Site Plan Control Applications

The following is a list of recent Site Plan Control (SPC) applications that have been received by the Planning Division. Administration will review and approve the site plan application once the development meets the applicable municipal policies, standards and regulations.

Applicant: Amazon Cda Fulfillment Services
Location: 4001 Plymouth
Ward: Ward 5
File No: SPC-046/21
Contact: Jason Campigotto
Deemed Complete: November 4, 2021
Project Description: Logistics Distribution Building

Applicant: 2509252 Ont. Ltd.- David Traher
Location: 5050 Tecumseh E
Ward: Ward 8
File No: AMT-021/21
Contact: Pablo Golob
Deemed Complete: December 22, 2021
Project Description: Two New Commercial Buildings

Applicant: GBI Holding Co. Inc.
Location: 357-359 Indian
Ward: Ward 2
File No: SPC-050/21
Contact: Pablo Golob
Deemed Complete: December 22, 2021
Project Description: Residential Duplex

Applicant: Riverview Steel Co. Ltd.
Location: 8165 Anchor
Ward: Ward 9

File No: AMT-022/21
Contact: Pablo Golob
Deemed Complete: December 22, 2021
Project Description: Warehouse Addition

Applicant: St. Clair Student Rep.
Location: 2000 Talbot St.
Ward: Ward 1
File No: AMT-023/21
Contact: Jason Campigotto
Deemed Complete: December 23, 2021
Project Description: Single Storey Football Fieldhouse Bldg.

Applicant: Jay Shanmugam-WECHC
Location: 3351-3493 Bloomfield
Ward: Ward 2
File No: SPC-001/22
Contact: George Robinson
Deemed Complete: January 13, 2022
Project Description: Three New Bldgs. Including Four Units Each

Applicant: 2798315 Ont. Inc.-Rosati
Location: 1958-1968 Wyandotte E
Ward: Ward 4
File No: SPC-002/22
Contact: George Robinson
Deemed Complete: January 27, 2022
Project Description: Renovation Adding Rest. & Offices

Applicant: Westdell Dev. Corp – D. Traher
Location: 1475 Huron Church
Ward: Ward 2
File No: AMT-001/22
Contact: George Robinson
Deemed Complete: February 8, 2022
Project Description: Phase II Commercial Centre

Applicant: Shamshoon Ilishya
Location: 5885 Wyandotte E
Ward: Ward 6
File No: SPC-003/22
Contact: Jason Campigotto
Deemed Complete: February 15, 2022
Project Description: Medical/Business Office Add

Applicant: Middle Eastern Bible Fellowship
Location: 3385 Forest Glade
Ward: Ward 7
File No: SPC-004/22
Contact: Jason Campigotto
Deemed Complete: February 23, 2022
Project Description: One Storey Multi-Activity Hall

Applicant: Windsor Islamic Association
Location: 2348-2380 Dominion
Ward: Ward 10
File No: SPC-005/22
Contact: Jason Campigotto
Deemed Complete: February 23, 2022
Project Description: Residential 5 Bldgs/6 Units Per

Applicant: Castlegate Towers Inc.
Location: 0 (2230-2240) Daytona
Ward: Ward 10
File No: SPC-006/22
Contact: Jason Campigotto
Deemed Complete: February 24, 2022
Project Description: 6 Unit Townhome

Applicant: GEDSB
Location: 3070 Stillmeadow
Ward: Ward 7
File No: R-001/22
Contact: Jason Campigotto
Deemed Complete: February 28, 2022
Project Description: Park Lot/Bus Bay/Fire Route

Enclosures:

(X) 1 copy of Map

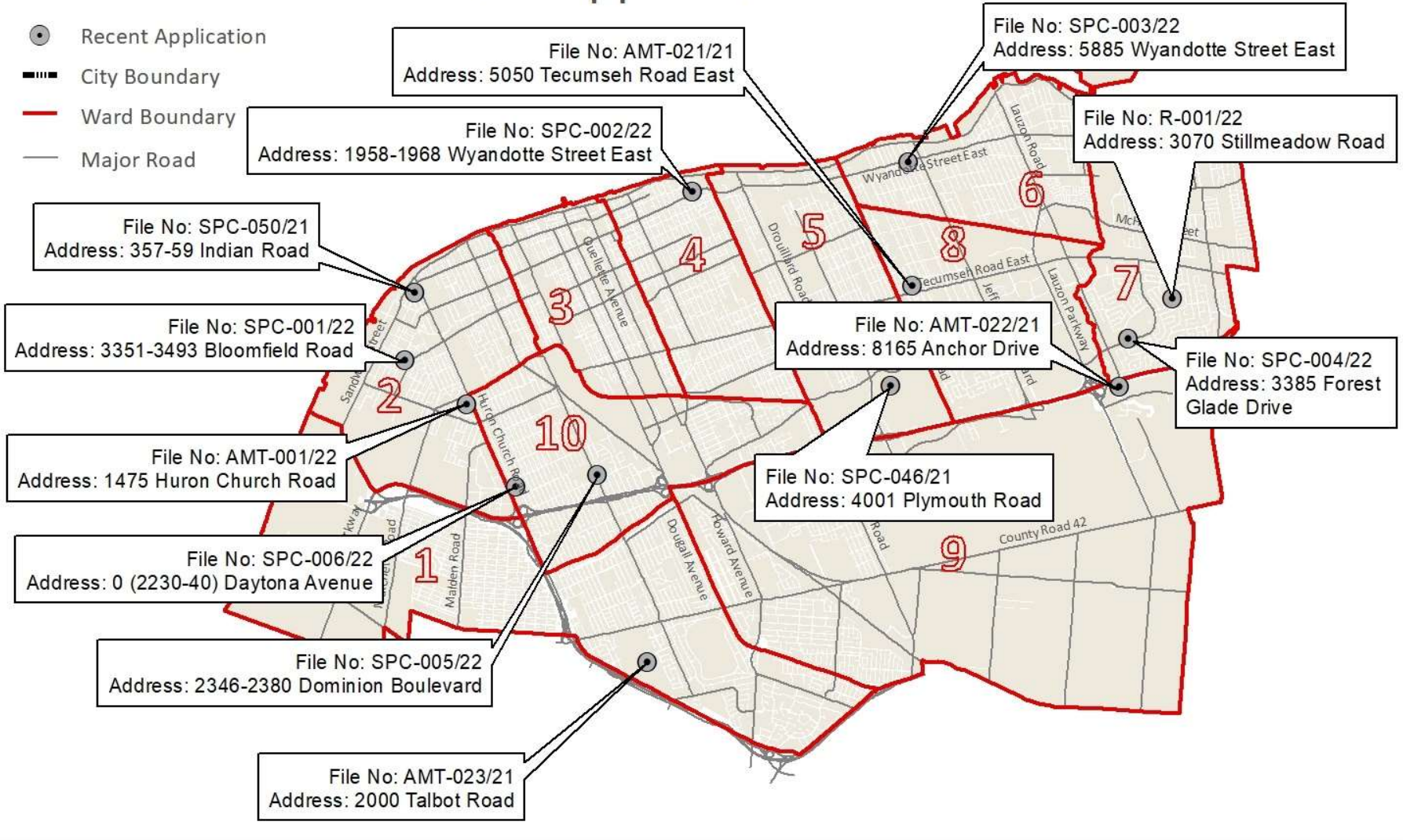


Neil Robertson, MCIP, RPP
Manager of Urban Design

NR/jc
Enclosures

Recent Site Plan Control Applications

- Recent Application
- ▬ City Boundary
- Ward Boundary
- Major Road



CITY OF WINDSOR PLANNING DEPARTMENT MARCH 2022

Item No. 10.1.



Committee Matters: SCM 77/2022

**Subject: Essex Region Conservation Authority 2022 Draft Budget with
2021 Annual Report and Transition Plan**



admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

February 28, 2022

Windsor/Essex/Pelee Municipal Councils
sent to Municipal Clerks for distribution

RE: DELEGATION REQUEST

At a meeting of the Essex Region Conservation Authority' Board of Directors on February 17, 2022, the [Draft 2022 Budget](#) was approved for distribution to municipalities; and to provide notice that a weighted vote will be held at the Board of Directors' meeting on April 14, 2022. Ontario Regulation 139/96 (as amended by O.Reg. 106/98, s. 1) requires that affected municipal partners receive a minimum 30-day notice for which a meeting where a weighted and recorded vote will be taken, regarding non-matching levies. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy. This notice, along with ERCA's [Draft 2022 Budget](#) was circulated to Municipal Clerks for distribution to members of Council on Thursday, February 24, 2022.

The purpose of the delegation is to address recent changes to the Conservation Authorities Act, advise on [ERCA's Transition Plan](#) and process and respond to any concerns of the municipality related to the change in the Act and our Draft 2022 Budget.

Representatives from Administration and the Board will highlight key points of the budget and demonstrate how it responds to provincial direction and objectives including: increased transparency to municipal funders; identification of mandatory and non-mandatory services and reallocation of municipal levies to core mandated responsibilities, as described in the Conservation Authorities Act.

In addition, we have provided links to [ERCA's 2021 Annual Report](#) and [2021 Annual Report Video](#) presented at our Annual General Meeting that highlight some of the work undertaken by ERCA in our community and request that the Annual Report Video be played following our Delegation's presentation.

Should you have any questions regarding our budget, please do not hesitate to contact us.

Thank you,

Tim Byrne
CAO/Secretary-Treasurer

Shelley McMullen
CFO/Director, Finance and Corporate Services



admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

February 24, 2022

Town of Amherstburg
Town of Essex
Town of Kingsville
Town of LaSalle
Municipality of Leamington
Municipality of Lakeshore
Township of Pelee
Town of Tecumseh
City of Windsor

Attention: Municipal Council Clerks (for distribution)

**RE: ESSEX REGION CONSERVATION AUTHORITY 2022 DRAFT BUDGET
30 DAY NOTICE TO MEMBER MUNICIPALITIES**

Please find attached the 2022 Draft Budget for the Essex Region Conservation Authority (ERCA) as approved for circulation by the Board of Directors, on February 17, 2022. The Board of Directors has approved a 2.5% increase in municipal levies totalling \$85,684, as detailed in the attached levy allocation schedule.

Ontario Regulation 139/96 requires that participating municipalities receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken, respecting non-matching levies. The weighted vote will take place on Thursday, April 14, 2022 at the regular meeting of the ERCA Board of Directors.

Should you have any questions regarding this 2022 Draft Budget, please feel free to contact Mr. Tim Byrne, tbyrne@erca.org or by phone 519-776-5209 ext. 350.

Thank you,

Tim Byrne
CAO/Secretary-Treasurer

Shelley McMullen
CFO/Director, Finance and Corporate Services

Attachments: ERCA 2022 Draft Budget, Discussion & Analysis

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CONSERVATION AUTHORITIES AND LEGISLATIVE BACKGROUND

In Ontario, conservation authorities develop and deliver local, watershed-based resource management programs on behalf of the province and municipalities. Conservation authorities are public sector organizations established by the Province and governed by the Conservation Authorities Act (Act), which is administered by the Ministry of the Environment, Conservation and Parks. Some legislative provisions, including those related to natural hazard management, are the responsibility of the Ministry of Northern Development, Mines, Natural Resources and Forestry.

Conservation authorities carry out mandatory programs that serve provincial and municipal interests, including:

- natural hazard management / risk mitigation and protection
- flood and erosion control
- management of conservation authority owned land
- drinking water source protection (under the *Clean Water Act*)
- surface water and groundwater monitoring programs

They also provide advice to municipalities on natural hazard management, planning matters and regulate impacts of development and activities in hazardous lands, (such as floodplains, shorelines or wetlands) natural hazards, and public safety through a permitting process.

Since its establishment by the Province in 1973, the Essex Region Conservation Authority (ERCA) has been serving its local participating municipalities by providing programs, leadership, the coordination across municipal boundaries, and the management of local natural resources. The recent changes to the Act allow municipalities to continue to work with local conservation authorities to: develop and deliver additional local natural resource programs and services; and have more control over funding of non-mandatory programs and services. ERCA is committed to delivering the Non-Mandatory local natural resource programs and services, in consultation with its municipal funders and the residents of our region.

While the municipal levy funding requirements for Mandatory services and municipal agreements, for the funding of levy-supported Non-Mandatory services, are not in force until January 1, 2024, Administration is providing 2022 budget information based on the draft segregation of its activities into Mandatory and Non-Mandatory services. In accordance with the requirement of the Transition Plan (O. Reg. 687/21), Administration is finalizing its inventory of programs and services, including costing and funding information, for review by the Ministry of the Environment, Conservation and Parks and ERCA's participating municipalities. The categorization, as presented in this budget, is a guideline and certain activities may be re-categorized in future budget cycles.

The Authority delivers its programs through five service delivery areas, which are also further refined into sub-units, as presented in the Programs & Services charts below.

PRIMARY SERVICE DELIVERY AREAS

- 1. Watershed Management Services** are identified as Mandatory and ensure that development in the region progresses in a sustainable manner. Within this business unit, Development Services, Watershed/Water Resources Engineering and Flood Management/Flood Forecasting and Warning are identified as Mandatory services, while Watershed Planning falls under both the Mandatory (hazard planning), and Non-Mandatory (operational planning) categories.
- 2. Conservation Services** protects, restores, and manages natural heritage systems within ERCA's watersheds. Conservation lands management, passive recreation at conservation areas, and tree planting and restoration on conservation lands, are identified as Mandatory services. Conservation Services identified as Non-Mandatory in the Act include tree planting and restoration on private or municipal lands, and Holiday Beach Conservation Area operations.
- 3. Watershed Research Services** strives to improve the health of local watercourses. Source Water Protection is identified as a Mandatory service and ensures local sources of drinking water are protected through the implementation of policies in the Source Protection Plan. Water quality monitoring to support the Provincial Water Quality Monitoring Network is also identified as Mandatory, while other watershed science programs such as the Essex County Demonstration Farm and agricultural Best Management Practices fall under the Non-Mandatory category.
- 4. Community Outreach Services** supports all business units of the Authority, through design and provision of all communications collateral including videos, signage, brochures and website content. Corporate communications, supporting Mandatory activities, are identified as Mandatory, while curriculum-based outdoor education and most outreach activities are Non-Mandatory. Community Outreach Services provide an essential linkage to external stakeholders through: curriculum based outdoor education programs, on-the-ground community restoration events including Earth Day Tree Planting; corporate engagement/team-building; volunteer management as well as celebrating and disseminating the work of ERCA's Board and team members, via various traditional and social media platforms. Fundraising support is also provided to the Foundation.
- 5. Corporate Services** provides leadership and management in the delivery of all programs and services. Administration and oversight is central to the successful functioning of the entire organization, through the office of the CAO, and services are categorized as Mandatory due to legislative requirements pertaining to the corporation. Corporate Services is organized into four program areas: Governance & Risk; Financial Services; Human Resources; and Information Management/Technology. Team members work collectively to ensure corporate compliance with multiple pieces of legislation and also provide support to the Foundation.

In preparation for the required municipal consultations, regarding the inventory of Mandatory and Non-Mandatory services, the following table indicates Administration's initial construct and categorization:

Conservation Authorities Act 21.1 - Mandatory Programs & Services

Risks of Natural Hazards	Conservation and Management of Lands Owned /Controlled	Watershed Research/DWSP	Administration & Corporate Services
<p>S.28 Regulations/ Permits</p> <p>Protection of new development and maintenance, upgrades and repairs to existing development</p> <p>S.39 Flood/Erosion Program</p> <p>Maintaining a regional flood forecasting contingency plan</p> <p>Watershed Engineering</p> <p>Stormwater Management reviews, hazards modelling and mapping, project management services to municipalities</p> <p>Planning – Risk of Hazards</p> <p>Review and input on long-range planning instruments (OPs, OPAs), coordination of watershed-scale studies.</p> <p>Climate Change – Risk of Hazards</p> <p>Consider impacts with respect to regulatory, engineering, and planning related decisions with respect to natural hazards.</p>	<p>CA Lands & Infrastructure Management (Forest Mgmt, Biodiversity, Long Range Plans & Land Strategies).</p> <p>CA Lands & Infrastructure Maintenance (Operational day to day). Includes JRPH Museum/Site</p> <p>CA Lands -Restoration of Natural Areas (Tree replacement, wetlands, etc.)</p>	<p>Drinking Water Source Protection Authority under the Clean Water Act (2006)</p> <p>Provincial surface and ground water monitoring program</p>	<p>Corporate Governance, Board of Directors, CAO</p> <p>Risk Management & Legislative Compliance</p> <p>Finance, Budgets, Financial Statements</p> <p>Human Resources</p> <p>Information Systems/ Records/ Technology</p>
<p>TRANSFERS TO INFRASTRUCTURE RESERVES – CONSERVATION AREAS ASSET REPLACEMENT</p>			<p>Corporate Communications</p>

TRANSFERS TO CORPORATE (ADMINISTRATIVE) RESERVES – LEGAL, HR, IT, ETC.

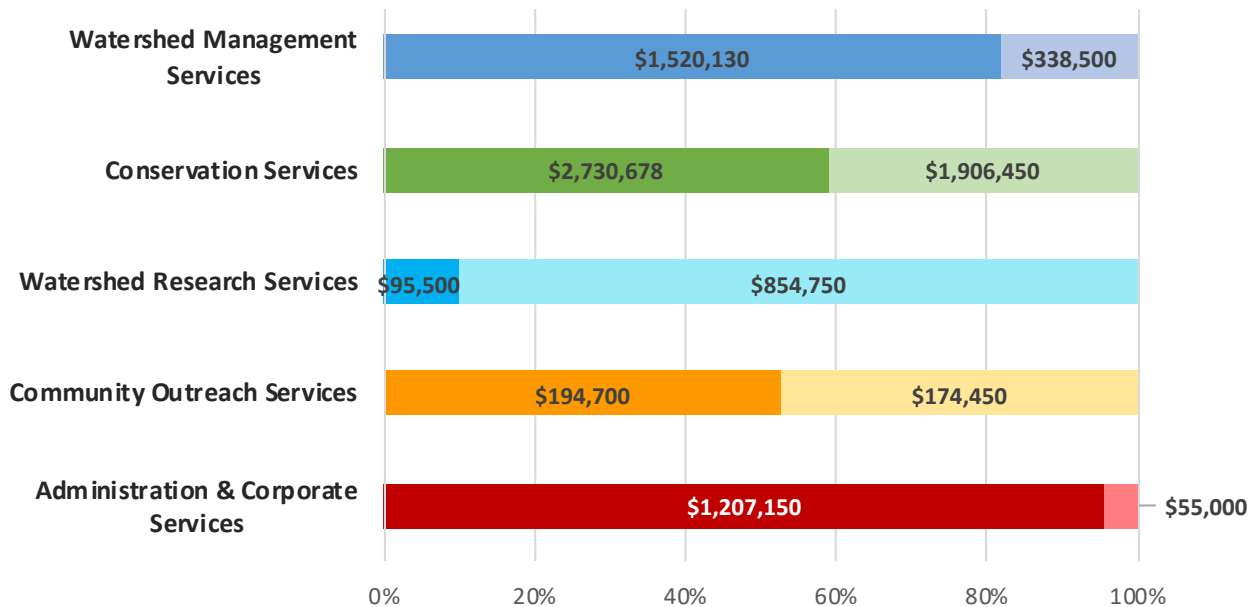
Conservation Authorities Act 21.1.2 - Non-Mandatory Programs & Services

Watershed Management Services	Conservation Services	Watershed Research	Community & Outreach Services
<p style="text-align: center;">Plan Review – Natural Heritage</p> <p style="text-align: center;">Municipal Water & Erosion Control (WECI) Projects (50% Municipal /50% Province)</p> <p style="text-align: center;">Other municipal technical studies or infrastructure projects (100% municipally-funded)</p>	<p style="text-align: center;">Land Securement & Acquisition</p> <p style="text-align: center;">Restoration - Non ERCA lands (fee for service or grant subsidized)</p> <p style="text-align: center;">Holiday Beach Management - Agreement 2001-2031</p> <p style="text-align: center;">Landowner Stewardship/ Extension Services</p> <p style="text-align: center;">Essex Soil and Crop Improvement Association Supports</p> <p style="text-align: center;">Demonstration/ Research Farm</p>	<p style="text-align: center;">Water Quality & Monitoring</p> <p style="text-align: center;">Special grant/term-limited research projects & studies</p> <p style="text-align: center;">Municipal Services provided through agreement (Risk Management Services Part IV CWA) Conservation Authorities Act 21.1.1</p>	<p style="text-align: center;">Educational programming - various CA locations</p> <p style="text-align: center;">General outreach, events and partnership engagement</p> <p style="text-align: center;">Other externally-funded community engagement projects</p>
			<p>Essex Region Conservation Foundation supports</p>

To enhance the reader’s understanding of the Authority’s programs and current funding mechanisms, and to respond to the Province’s demand for funding transparency, ERCA Administration has provided additional analysis, relating to Non-Mandatory programming through the identification of activities which require a degree of levy support and those that are specific to term-limited special projects or fee-for-service activities and are not levy-dependent.

This revised detailed budget presentation (**Appendix A**) includes sub sections for each service delivery area, noted as (1) Mandatory Programs & Services, (2) Non-Mandatory Ongoing/Recurring Programs & Services and (3) Non-Mandatory Municipal and Term-limited projects with special grants and fixed term funding. The budget includes ~\$12,000 in municipal services, relating to Part IV (Clean Water Act) compliance activities and is included in the third category for presentation purposes, since it is immaterial to the total budget.

2022 Budget by Service Delivery Area and by Mandatory / Non-Mandatory Functions - \$9M



Darker colours represent mandatory services, and lighter colours represent non-mandatory services



2022 Overview and Analysis

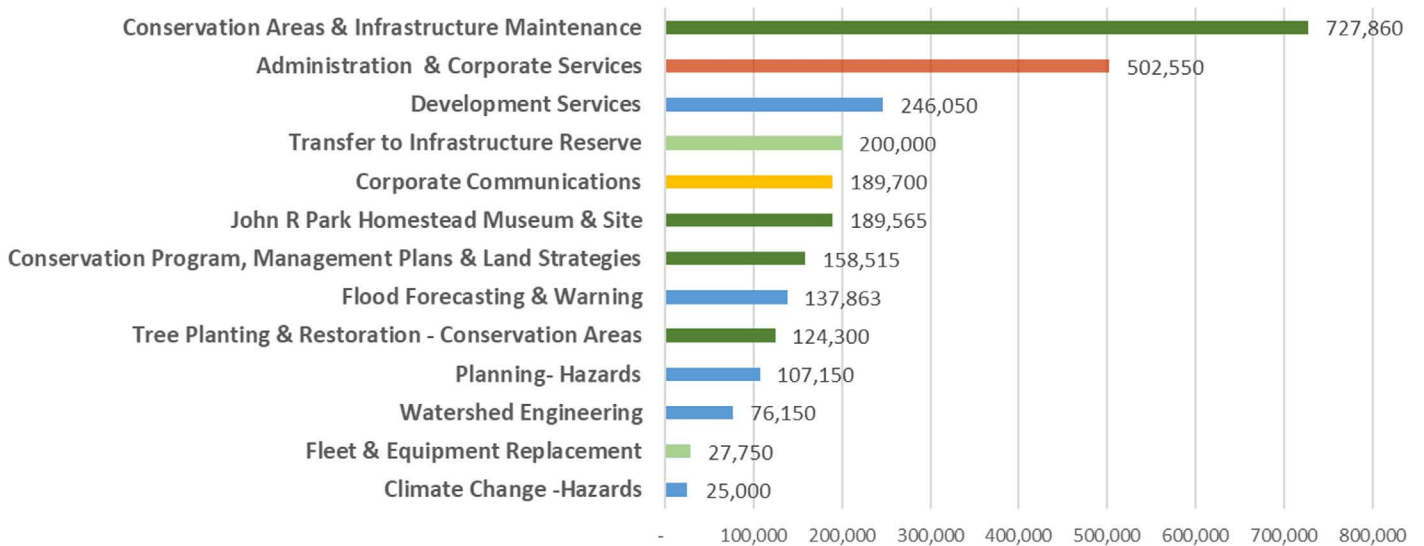
- Administration, in consultation with the Finance and Audit Advisory Board on November 30, 2021, is recommending an increase of \$85,684 (~2.5%) to levies, for total levy funding of \$3,540,303. Current value assessment in the Authority's jurisdiction has expanded by 1.3%, therefore the assessed levies will only rise by 26 cents per household, to \$23.15 based on an assessed value of \$300,000.
- Levy funding of \$2,712,453 is required to fulfil the Authority's mandated obligations in 2022, consistent with the categories of mandated services, as listed in the Conservation Authorities Act. Additional levy of \$327,850 is required to maintain other core watershed programs, which operate on a recurrent annual basis and additionally, \$500,000 is allocated to the Non-Mandatory land acquisition fund.
- The majority of the levy (77%) supports delivery of mandatory services with the remainder 23% of the levy allocated to delivery of core recurring watershed programs. Mandatory services are also financed by provincial transfer payments, permit revenues, user fees and internal charge-backs, with total non-levy sources, covering 44% of mandatory service delivery cost.
- Historically, the local investment of levy and municipal special project funding, directed to the Authority has been matched dollar for dollar, if not exceeded. Between 2017 and 2021, the Authority received municipal funds of \$9,774,032, representing levy and special-project funds, for programs and projects, that are anticipated to be categorized as Non-Mandatory, under the Act. During that time, non-municipal funds of \$9,913,725 were received, supporting those very same initiatives. The Non-Mandatory work relating to tree planting and restoration on non ERCA properties, generates the greatest return, with \$4.12 generated through outside funding sources for every CW~GS dollar of investment and globally, ERCA has attracted investment of \$1.01 for every \$1 of municipal investment, for Non-Mandatory programs, services and special projects.
- The Authority's budget includes Mandatory program expenses of ~\$5.5 million, including conservation areas capital projects, plus an additional \$215,000 in levy-funded transfers to the infrastructure reserve fund, for a total of \$5,750,908. Non-Mandatory expenses of \$3,366,150 are included, for a total adjusted budget of \$9,117,058. Total revenues of \$8,984,058, plus net reserve transfers of \$133,000 (after ERCF multi-year donation payments), are projected to provide the required funds of \$9,117,058 for operations and construction of, or purchase of assets.
- Two additional permanent staffing positions are contemplated to address demands arising from Mandatory service expectations and include an administrative support/Executive Assistant position and a mid-level Land/Infrastructure Maintenance Supervisor. In 2020, the Authority entered into a four year agreement with CUPE Local 3784, and this budget reflects negotiated changes to 2022 wages and benefits.
- Increased operating expenses of \$389,000, attributable to delivering mandatory services, were offset by an anticipated growth in self-generated revenues (\$111,000) and a resumption of customary transfer amounts to certain reserves (\$164,000), as well as usage of other identified reserve funds (\$33,000), to normalize balances, or utilize a reserve fund, as expressly authorized by previous Board direction. Non-Mandatory services are anticipated to require an additional \$4,000 in levy funding.

LEVIES ANALYSIS AND DRAFT ALLOCATION

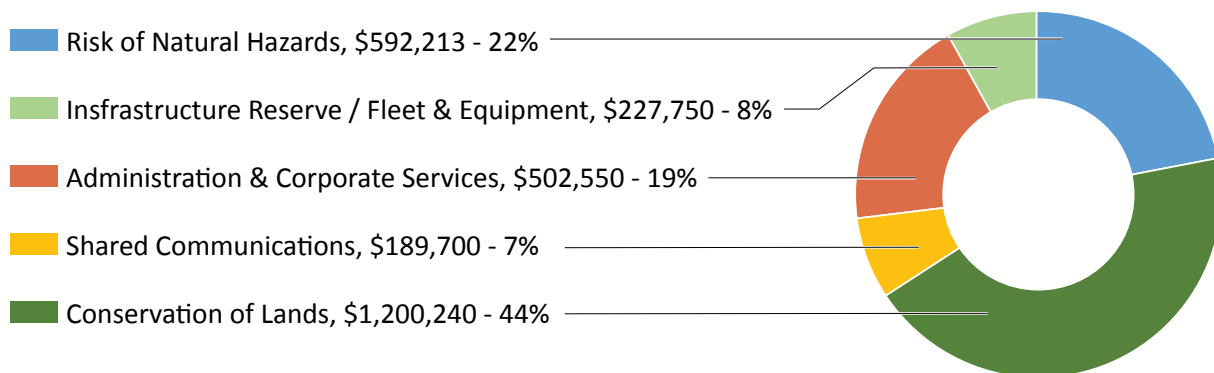
After determining wage obligations and operating costs, Administration is calculating a required Levy funding of \$2,712,453 to fulfil the Authority’s mandated obligations, as shown below. If municipal funding is required in 2024 and beyond, for Non-Mandatory services, the Authority is required to engage its municipal funders in consultations during 2022 regarding scope of services, and execute funding agreements in 2023. The 2022 budget aligns General levy with Mandatory functions and CW~GS levy is now allocated to supporting Non-Mandatory services.

Levies associated with Non-Mandatory services total \$827,850. While Non-Mandatory levy is not insignificant, and exceeds \$800,000, the majority of the allocation supports land acquisition (\$500,000). The remainder ~\$328,000 attracts significant support from other levels of government and NGOs, including the Essex Region Conservation Foundation. Levy supports less than 30% of the costs to deliver ongoing core watershed programming. Note that approximately \$2million is included in the 2022 budget, for term-limited projects, financed by a third party and/or government funding, or fee-for-service contracts. These projects do not require levy nor do they require municipal agreements in 2024.

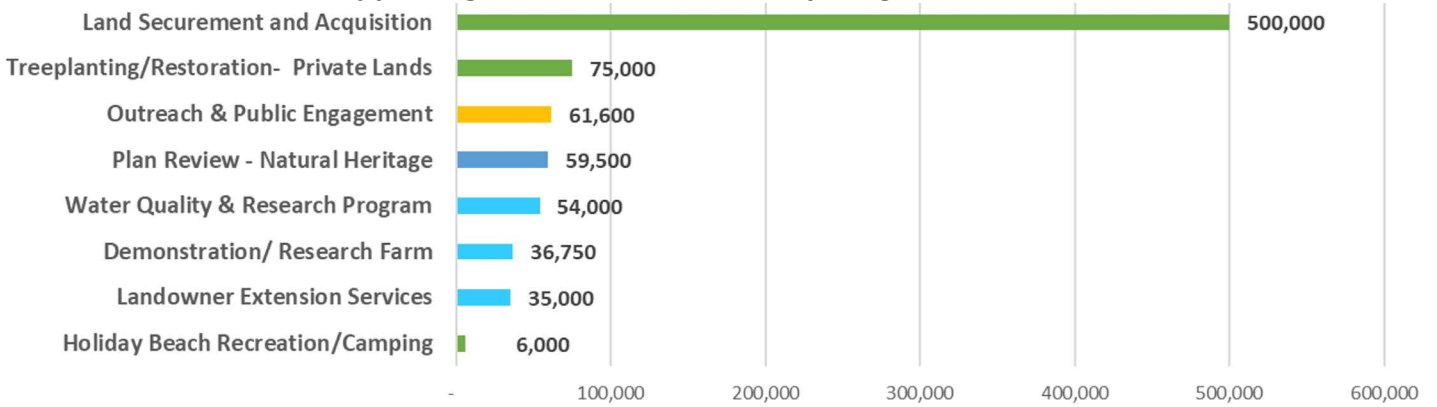
2022 Proposed General Levies Supporting (Draft) Mandatory Programs & Services



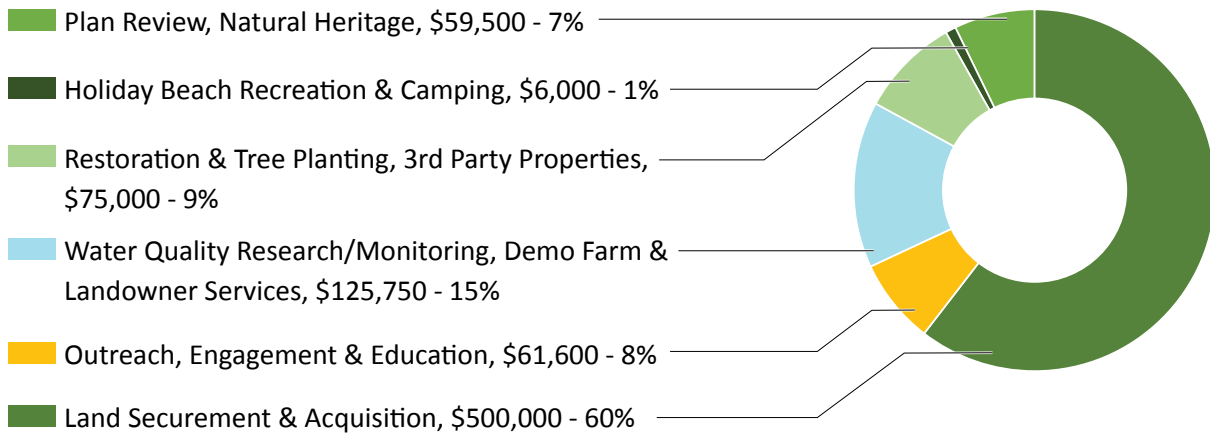
2022 Levies Summary - Mandatory Services



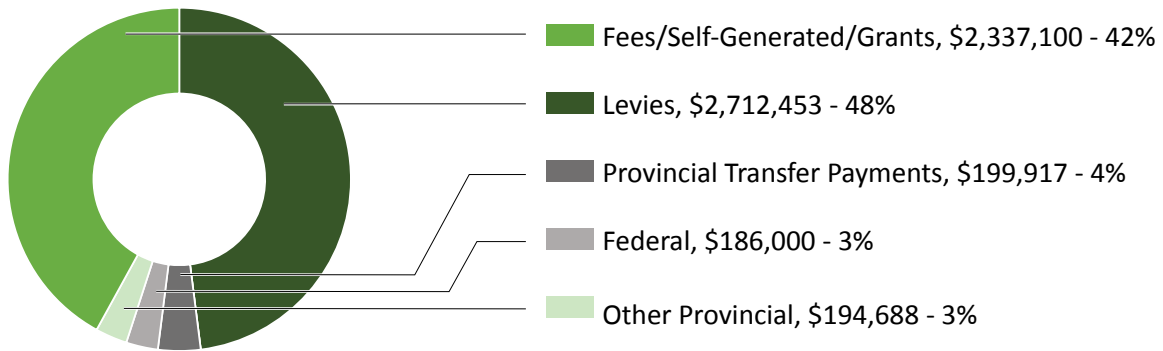
2022 Proposed Clean Water - Green Spaces Levies Supporting (Draft) Non-Mandatory Programs & Services



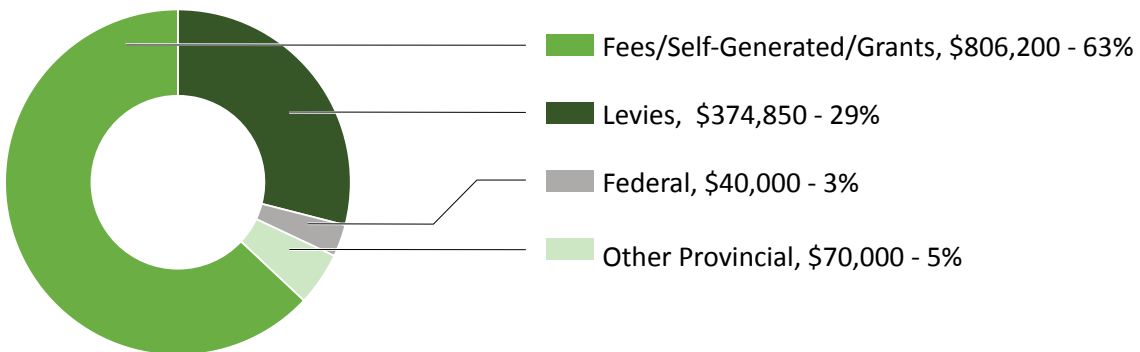
2022 Non-Mandatory Levies by Function



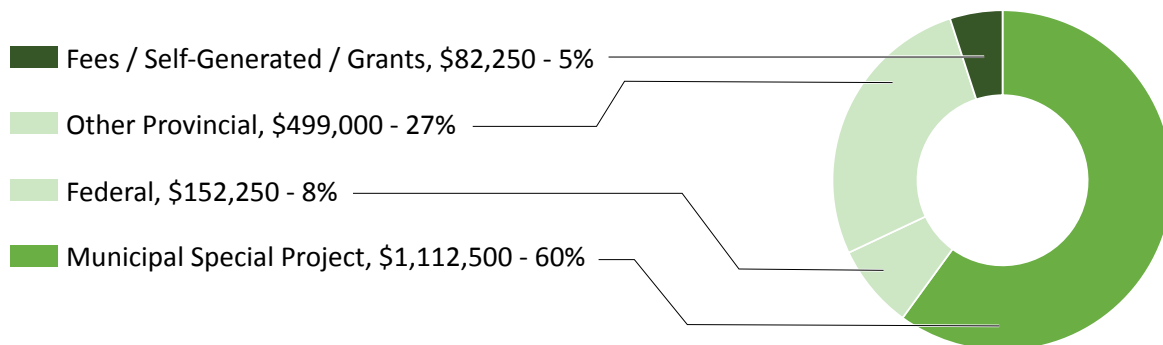
**2022 Projected New Funds By Source - Mandatory Services
(Excludes Deferred Revenue / Reserve Transfers)**



**2022 Projected New Funds By Source - Non-Mandatory (Annual / Recurring) Services
(Excludes Deferred Revenue / Reserve Transfers)**



**2022 Projected New Funds by Source - Non-Mandatory Special Grant / Term Limited Projects
(Excludes Deferred Revenue / Reserve Transfers)**



RESERVE FUNDS

The Authority maintains several reserve funds and this budget includes levy-funded transfers of \$215,000 to infrastructure reserves, and \$211,000 from the Foundation, related to multi-year capital project pledges, for a total of \$426,000. Transfers from the reserves, of \$344,000, are expected to fund capital projects and fleet/equipment acquisitions, as identified in **Appendix C**. Reserves are therefore projected to increment by \$82,000 and all Authority Reserve Funds are shown in **Appendix C**.

HUMAN RESOURCE ANALYSIS

The budget for staffing identifies and includes a recommendation for **two additional staffing positions to support Mandatory services**. The Authority continues to respond to unprecedented volumes of inquiries from stakeholders, permit applications and administrative compliance-related demands. This now includes the recent change to the Conservation Authorities Act, which requires municipal agreements, and the associated contract administration, for levy-supported Non-Mandatory services. The Authority simply does not have sufficient staff to adequately address existing demands, related to its Mandatory functions, and staff across all departments and levels have raised this as a serious concern. An additional position is contemplated in Conservation/Land Management Services to fill the gap between the Grade 5 Field Superintendent and the Grade 1 Conservation Area Technicians. Adding capacity will serve to address the growing deferred maintenance issues and allow the Authority to complete its required comprehensive conservation areas management and maintenance plans, which will in turn inform the asset management plan and future budgets.

The enhanced identified capacity would result in 44 permanent/Long-Term Contract staff positions, although some positions will likely be partially vacant during the year, due to ongoing recruitment challenges for specialized classifications and budget approval timelines, resulting in approximately 42 Full-Time Equivalents (FTEs). Seasonal contract positions account for approximately 3.5 FTEs in this budget and this represents enhanced seasonal staffing supports, specific to Holiday Beach and the JRPH Conservation Centre. Similar to 2021, several levy funding reallocations (\$44,000) have been made between departments, due to either new funding sources or reduced activity, primarily related to outreach, education and the water quality program, which has reduced the overall required operating levy.

PROGRAM OR SERVICE	2021 FTEs	2022 FTEs
Corporate Services & Communications	7.3	7.7
Risks of Natural Hazards	11.3	12.4
Conservation & Management of Lands	8.8	10.8
Source Protection Authority	0.9	0.8
Total FTEs -Mandatory Programs	28.2	31.7

Watershed Management Services	1.0	0.6
Conservation Services	4.3	5.3
Watershed Research	1.1	1.0
Outreach & Education	1.2	1.0
Total FTEs Non-Mandatory – Annual Recurring Programs	7.7	8.0

Municipal Risk Management Services	0.1	0.1
ERCF Supports	0.2	0.4
Watershed Management Services	0.2	0.2
Conservation Services	0.4	-
Watershed Research	5.5	5.0
Outreach Special Projects/Events	0.3	0.3
Total FTEs Non-Mandatory Term Projects/Contracts	6.7	6.0

Total Full Time Equivalents	42.5	45.7
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Compensation, including payroll taxes and benefits is the Authority’s largest category of expense, comprising 38% of the budget and 88% of the compensation expense is associated with Mandatory Services.

Staff are engaged in the provision of Mandatory Services to a varying degree, with 70% of full-time equivalent positions (31.7 FTEs), undertaking mandatory services.

In any given year, the principal drivers of the Authority’s financial condition and results are its staffing costs, followed by demand for its services and corresponding revenues. The wage and benefit expense for additional permanent staffing capacity cited above, plus additional seasonal hours for summer students, due to an expanded growing season, and to free up permanent staff to address a number of capital projects, is the primary contributor to the growth in mandatory services wages. Conservation areas field technicians will also be deployed year- round to address deferred maintenance issues from previous years. The year-over-year variance is also comprised of grid adjustments and does not account for attrition, as some positions were only included for a partial year in 2021, due to recruitment timelines. This accounts for approximately \$140,000 of the \$239,000 escalation in wages/benefits, in that category.

The total budgeted expense for wages and benefits, attributable to the annual non-mandatory programs is higher than budgeted, but relatively in-line with the 2021 expense. Administration added seasonal staff at Holiday Beach, in order to enforce admission entry fees and this strategy resulted in a remarkable increase of ~\$70,000 in revenues, but with a modest investment of ~\$30,000 in staffing costs. This model will be applied again in 2022 and Administration will reassess, at the end of the 2022 operating season. It is unclear as to the impact that Covid-19 related closures and reduced options for the public with respect to leisure time activities, have had on expanded use and visitation at conservation areas and whether 2022 will achieve the same results.

	2022 BUDGETED WAGES	2021 BUDGETED WAGES	2021 PROJECTED WAGES
Total Wages & Benefits Mandatory Programs & Services	\$ 3,050,300	\$ 2,811,500	\$ 2,752,270
Total Wages & Benefits Non-Mandatory Programs & Services-Annual Recurring	631,500	584,750	626,293
Total Wages & Benefits Non-Mandatory Term-Limited Special Projects	461,550	557,545	677,858
Total Wages & Benefits	\$ 4,143,350	\$ 3,953,795	\$ 4,056,421

OTHER BUDGET PRESSURES & NON-WAGE ANALYSIS

Of the ~\$85,000 recommended increase to levy, only \$4,000 is attributable to providing non-mandatory programs and services, primarily costs specific to commenting on natural heritage matters for planning applications. The 2021 budget accounted for staffing vacancies in that department, but a full complement of staff is included for 2022.

Budget pressures, regarding wages that support mandatory services were noted above and total approximately \$239,000. Other non-wage expenses are predicted to escalate by \$150,000, with approximately \$64,000 of expenses related to server data migration, data security, database(s)/workflow redesigns, other cloud-hosted services and website compliance-related upgrades (*Program Highlights – Information Management*). Several reports have been provided to the Board of Directors; Phase 1 of the Technology Plan was endorsed and the majority of the IT expenses are not recurring although cloud-hosted services will result in future monthly charges. The budget includes supplies and a provision for maintenance and repairs of conservation areas/greenways and its infrastructure, in the amount of ~\$44,000. Due to Covid and historic limited staff resources, there is a considerable volume of deferred maintenance items to deal with. The cost of insurance has been increasing exponentially and the budget reflects an adjustment to the actual cost of all-lines of coverage and this accounts for approximately \$19,000, but includes the additional insurance for the JRPH Conservation Centre. The expense for plant materials has been incremented by ~\$18,000 to

account for the biennial planting of trees at the memorial forest, which is funded through the Foundation. Utilities, occupancy and property taxes will grow by approximately \$12,000 as a result of operating the new JRPB Conservation Centre. Savings of \$7,000 are anticipated across several categories including office supplies and fleet/equipment maintenance/replacement.

Offsetting the **\$389,000 escalation in mandatory expenses** though, is an anticipated net growth in self-generated revenues/grants of \$110,000, largely related to fees for permits. With no slowdown in development in the region forecasted in 2022, Administration has confidence in the 2022 revenue projection for application fees. A review of fees was conducted and several fee adjustments were approved for 2022, which will further support the inclusion of the higher budgeted amount. Other self-generated revenues are predicted to resume in 2022, after a Covid-19 related contraction in 2020 and 2021.

The most significant offsets and mitigating items, are the changes in the use of the reserve funds. The 2021 budget included one-time adjustments to the insurance reserve (\$50k), the infrastructure reserve (\$50k) and the Human Resources/Admin reserve (\$64k), but Administration is recommending a return to the customary transfer of \$200,000 to the infrastructure reserve. This change results in \$164,000 of levy redirected to program operations. The 2022 budget includes an increase in transfers, over the 2021 budget, from the Office/Computers reserve and Fleet/Equipment reserve of \$33,000 to address the Phase 1 Technology Plan expenses and fleet/equipment replacement as that reserve has exceeded a reasonable upper limit. **(Appendix C)**

After consideration of mitigating items described above, the required additional levy contribution, to sustain mandatory programs and services is \$81,684.

RETURN ON LOCAL INVESTMENT

Historically, the local investment of levy and municipal special project funding, directed to the Authority has been matched dollar for dollar, if not exceeded. Between 2017 and 2021, the Authority received municipal funds of \$9,774,032, representing levy and special-project funds, for programs and projects, that are expected to be categorized as Non-Mandatory, under the Act, but during that time, non-municipal funds of \$9,913,725 were received, supporting those very same initiatives. **The Non-Mandatory work relating to tree planting and restoration on non-ERCA properties, generated the greatest return, with \$4.12 received from outside/non-municipal funding sources, for every CW~GS dollar of investment.**

2017-2021 Sources of Funds – Non-Mandatory Programs & Services			
Levies + Municipal Special Project	\$	9,774,032	50%
Federal & Provincial Grants		8,406,208	43%
Essex Region Conservation Foundation		522,176	2.5%
Other Non-Government		985,341	4.5%
Total Funding - All Sources	\$	19,687,787	100% \$1.01:\$1.00

For capital projects, which include a mix of projects, supporting both Mandatory and Non-Mandatory functions, as those are now defined, ERCA has attracted \$1.10 for every \$1 of local taxpayer investment, as shown below:

2017-2021 Sources of Funds - Capital Investment

Levies + Municipal Special Project \$	\$	2,870,456	48%
Federal & Provincial Grants		789,249	13%
Essex Region Conservation Foundation		2,348,485	39%
Other Non-Government		7,945	0%
Total Funding - All Sources	\$	6,016,135	100%
Total Non-Municipal Funding - Capital Investment	\$	3,145,679	\$1.10:\$1.00

It should be noted that the Essex Region Conservation Foundation provided funds of almost \$2.9 million towards capital projects, between 2017 and 2021, with substantial investment directed to the Cypher Systems Greenway and the John R. Park Conservation Centre.

LEVERAGED INVESTMENT HIGHLIGHTS

- Since 2016, the Watershed Management Service department has successfully secured \$658,000 in grant funds to support flood and erosion hazard management projects across the Essex Region. Through various provincial and federal grant opportunities, the Authority has secured over \$400,000 through funding programs only available to Conservation Authorities, which have enabled significant repair and improvement projects as well as condition assessment for flood and erosion control infrastructure.
- An initial investment of approximately \$46,000 into the development of a Floodplain Prioritization assessment resulted in securing a total of \$182,000 from the federal and provincial governments to undertake updates to hydrologic and hydraulic modelling and subsequent flood mapping updates.
- Over the past 5 years, approximately 70% of secured grant funding obtained through Watershed Management Services has benefitted the City of Windsor, with the remaining 30% largely focused on maintaining critical flood control infrastructure throughout the region.
- ERCA has protected and restored 184 acres of land since 2017 through acquisition and will soon acquire an additional 150 acres as a donation. Between 2017 and 2021, \$2,407,125 of CW~GS funding supported the land acquisition fund, while external support raised \$670,000, during that time period. Fair market value of 2022 expected donations of land are valued at over \$1,000,000.
- ERCA has restored over 500 acres and planted over 500,000 trees over the past six years with \$690,000 support from CW~GS levy funding, attracting \$2,845,671 in government grants, and non-government grants and donations, including the \$157,000 from the Foundation (ERCF).
- Between 2017 and 2021, \$793,884 in CW~GS levy was used to support watershed research and water quality sampling at approximately 62 sampling locations throughout the region, and 325 water quality improvement projects were implemented. Corporate, federal and provincial contributions towards these initiatives, to enhance our understanding of impacts on our local water sources, was \$2,532,561.

- From 2017 – 2021, a total of \$585,255 of levy funding was used to support outreach and education programs, while \$138,048 in external funding was contributed through grants and donations. During that period, a total of 50 Community Outreach Events were undertaken across the region, resulting in 5700 volunteers planting 11,350 trees, 3860 native plant plugs and removing 174 metric tonnes of garbage across the region – even though events were severely curtailed though 2020 and 2021. Administration actively solicited private funding during 2021, as part of a focused fundraising campaign through the Essex Region Conservation Foundation, which has eliminated the need for levy funding, for curriculum-based Outdoor Education programs for a five-year period.

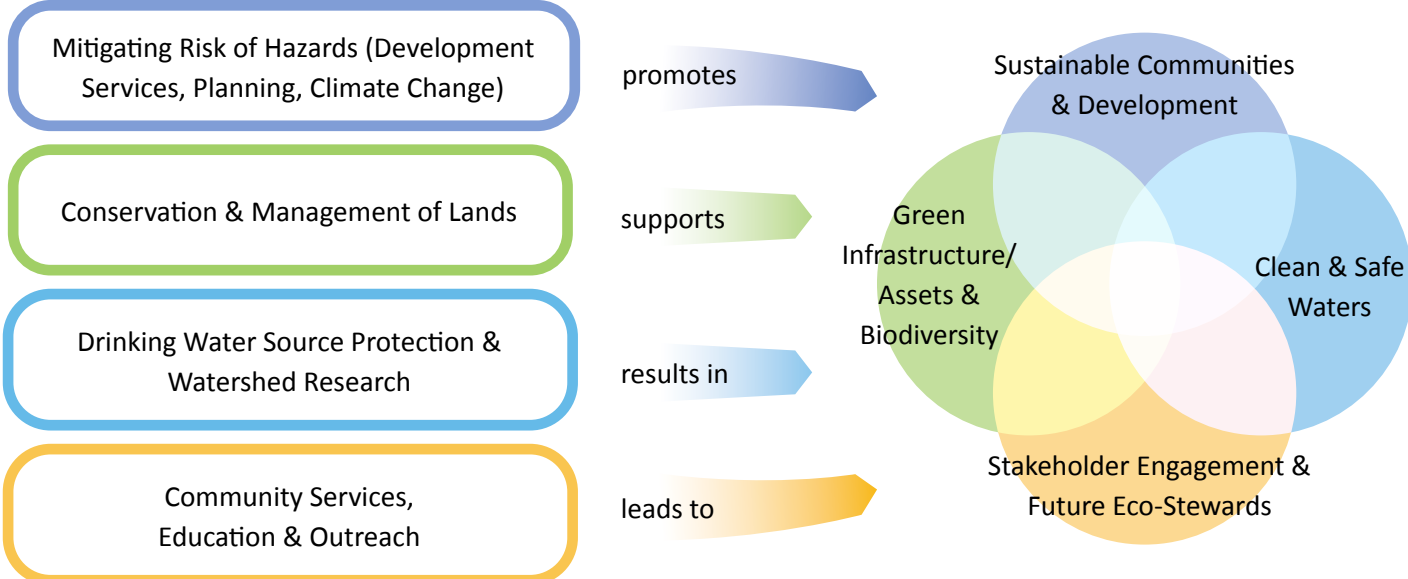
Integrated Watershed Management

As an integrated watershed management agency, ERCA’s five service delivery areas have developed over decades, and include beneficial programs and services that support our collective shared objectives and goals, related to ecological, social, and economic health.

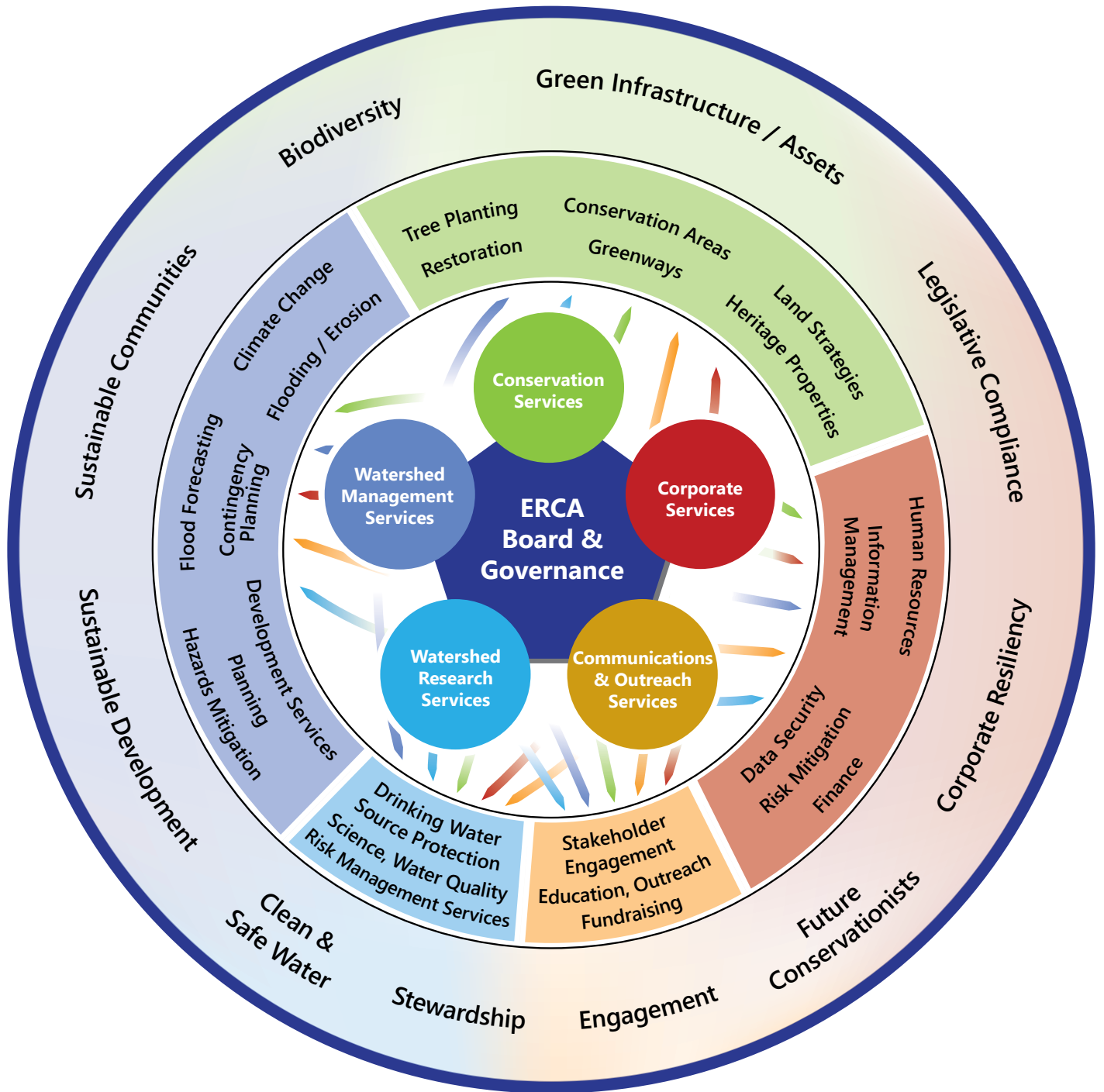
These programs were developed by, and are implemented by recognized experts in civil/environmental engineering, environmental studies, watershed planning, forestry, biology, ecology, agronomy, water quality science, restoration and natural resource management. ERCA works across all sectors and levels of government, to secure mission support and sustainable funding, in order to achieve the community’s vision for our region.

Recent changes to the *Conservation Authorities Act* actually ensconce core functions of conservation authorities in the Conservation Authorities Act, including; mitigating risks of natural hazards: conserving and managing lands, for heritage and hazards; drinking water source protection; surface water and groundwater monitoring; and recognize those programs as mandatory. To continue to be relevant and to serve the residents of this region, ERCA should be delivering, and can continue to deliver the ancillary programs and services that impact the overall well-being, health and safety of the region and its citizens. **As noted above, the programs, which may be permanently recognized as non-mandatory in the near future, and are potentially at-risk for loss of municipal funding, have returned \$1.01 for every local taxpayer dollar since 2017.**

While it is convenient to organize business functions by service delivery areas and additionally, they align with Provincial categories, each of ERCA’s programs support environmental standards and objectives, which everyone can understand and embrace:



PROGRAM INTEGRATION MODEL



The Integrated Watershed Management approach requires an understanding of the interactions between our environment, the economy, and society. At the core of everything that ERCA does to better understand, preserve, and enhance our region, is ERCA’s Board of Directors and our five key service areas. Through the Board’s sound governance and oversight, along with Administration’s efforts in delivering the various interconnected programs within these service areas, ERCA continues to gain a better understanding of our watershed. It is through this approach that ERCA will continue to protect our region’s resources, people, and property, and address the escalating environmental challenges we face now and in the future. The Program Integration Model above demonstrates the linkages between each of the various programs and services, both Mandatory and Non-Mandatory, which are all crucial to achieving our region’s objectives of a healthy, sustainable future for the residents of Windsor-Essex.

Service Delivery Area

Operating Plan Highlights



Watershed Management Services

Watershed Management Services are identified as Mandatory services and ensures that development in the region progresses in a sustainable manner, is directed away from natural hazards while protecting natural heritage features and water resources.

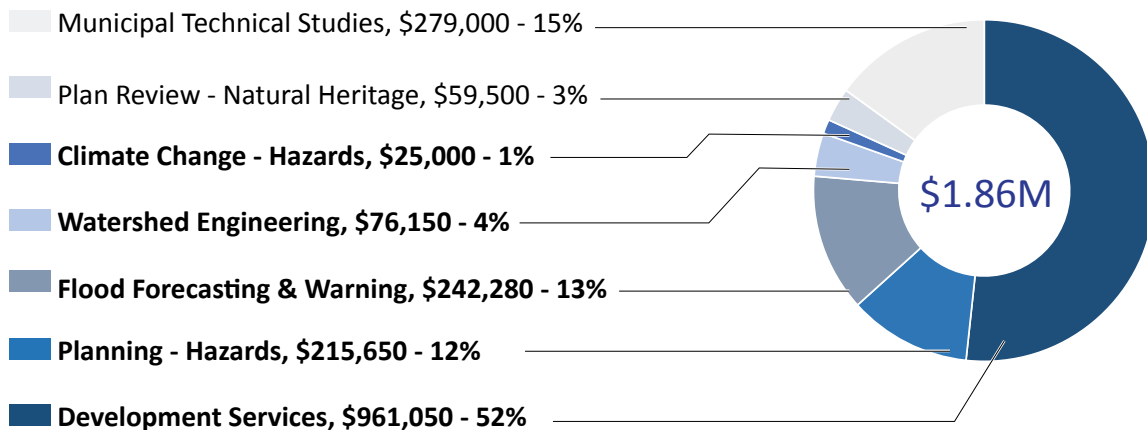
Watershed Management Services are delivered through four programs:

- Development Services (Mandatory Services)
- Watershed/Water Resources Engineering (Mandatory Services)
- Flood Management/Flood Forecasting and Warning (Mandatory Services)
- Watershed Planning (Mandatory/Non-Mandatory)

Approximately 13 FTEs deliver these services.

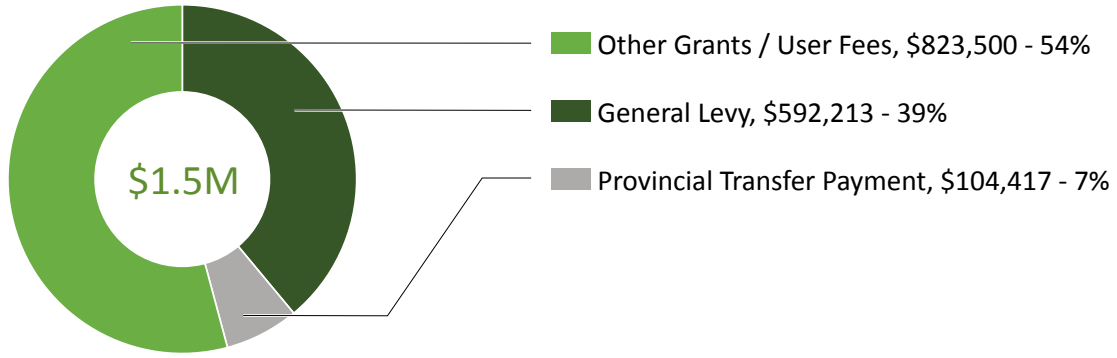
Watershed Management Services by Function

Mandatory Services are in bold

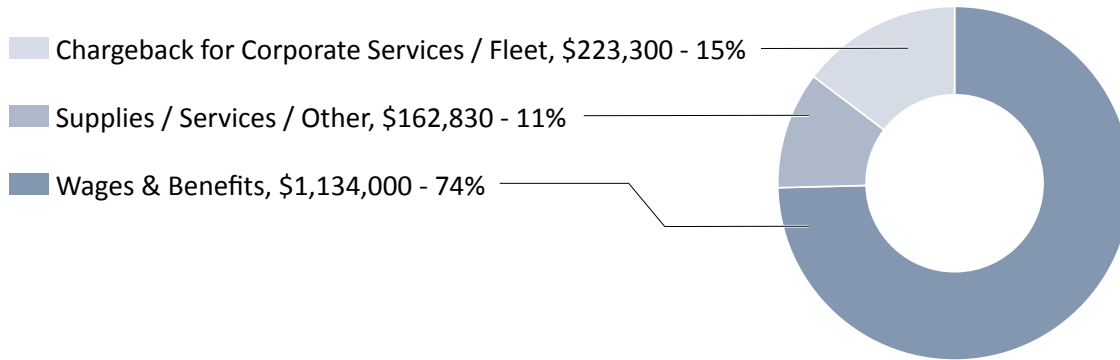


In general, the budgeted Watershed Management Services expenses are greater than 2021 as a result of additional administrative staff to support the needs across the Service Area, but primarily within Development Services program area, and additional fee-for-service projects / ancillary services that support core mandate functions included in the CA Act. Some positions that were included for a part year in 2021, due to staff turnover, are expected to be in place for all of 2022.

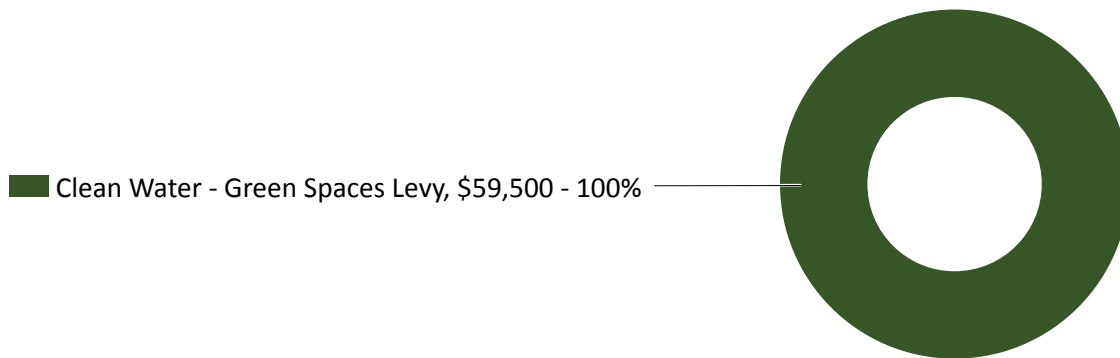
MANDATORY Watershed Management Services Revenues



MANDATORY Watershed Management Services Expensed by Classification



Levy Supports for Ongoing Non-Mandatory Watershed Management Services Plan Review Natural Heritage



DEVELOPMENT SERVICES

ERCA administers the Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation, approved by the Minister of Natural Resources and Forestry and known as Ontario Regulation 158/06, as amended. The Regulation allows ERCA to regulate development within hazardous lands through a permitting process. These lands could be unsafe for development because of naturally occurring processes associated with flooding, erosion, unstable soils, dynamic beaches, unstable slopes or in areas where conservation of lands could be impacted by development. The priority is to reduce risk to life, prevent damage to property, and reduce social disruptions resulting from natural hazards.

2022 Program Highlights

- Following another year of significant growth and development across the Essex Region, administrative support has become a necessity across many of the Service Areas. In addition to the specific needs within the Development Services program area, there remains an additional need for administrative support within Corporate Services to address the increasing administrative demands. The full scope of administrative needs across these Service Areas will be assessed in 2022 with this budget including financial allocation for the addition of an administrative staff member to support various program areas within the Authority.
- In an effort to continue with modernizing development review processes, Watershed Management Services is working closely with Information Technology to migrate the permitting and Property Information Management System to a cloud-based service to reduce potential points of failure (i.e. Civic Centre power failures) that disrupt service delivery. Expenditure is described under Corporate Services (Program Highlights) as a shared service.

WATERSHED / WATER RESOURCES ENGINEERING

Managing the risks associated with the natural hazards of flooding and erosion is one of the primary roles of conservation authorities under the Conservation Authorities Act. This role is fulfilled through the delivery of multiple natural resource management programs and services, including flood plain management and mapping, water and erosion control infrastructure planning, and stormwater management. Many projects delivered through the engineering program are considered “special projects” or “ancillary services” that support core responsibilities of the authority within the context of natural hazards management. The program is currently wrapping up several complex flood mapping projects with an additional \$279,000 in municipal flood and erosion control studies and infrastructure projects included in 2022.

2022 Program Highlights

- Complete the Little River Floodplain Mapping as part of the City of Windsor Sandwich South Master Servicing Study to inform regulatory requirements for future development. This project is delivered on behalf of the City of Windsor as a fee for service undertaking and is 100% cost recoverable.
- Complete the Turkey Hydrologic and Hydraulic Modelling, funded by the City of Windsor, the Town of LaSalle, and the Town of Tecumseh. The project was separated into two phases, with Phase 1 completed late 2021. Phase 2 of this project is anticipated to be complete in the spring of 2022. The total value of the entire project is approximately \$329,000, with \$182,000 of the total project funded by the National Disaster Mitigation Program (NDMP).
- Administration will continue to explore partnership and funding opportunities to update flood and erosion hazard mapping.

FLOOD MANAGEMENT

Recognizing that protection of life and property from flooding and erosion hazards is dependent on natural system protection, restoration and remediation; and that development and redevelopment should contribute to the prevention, elimination, and reduction in risk from flooding, erosion, and slope instability. The five pillars of flood management: prevention, mitigation, preparedness, response and recovery, are applied.

2022 Program Highlights

- Update ERCA’s Flood Contingency Plan.
- Develop an Operating and Maintenance Manual for ERCA owned and managed climate stations.
- Monitor lake levels and a network of 30 climate stations to provide advanced warning of flooding and accelerated erosion.
- Continue to participate in flood-related emergency planning and response activities with member municipalities. Continue to participate as a selected committee member on the Provincial Flood Mapping Technical Team to fulfill Provincial commitments contained within Ontario’s Flood Strategy.

WATERSHED PLANNING

ERCA continues to work towards a ‘Planning-first principle’, which ensures that appropriate planning permissions are in place before any consideration is made for approvals under the Conservation Authorities Act. The planning program area delivers services that fall under both the Mandatory and Non-Mandatory service categories, as described by the amended Conservation Authorities act and cascading regulatory changes. As a result, the Watershed Planning budget is separated into “Hazards” and “Natural Heritage”, as well as Category 1 and Category 3, respectively. It should be noted that, while the costs associated with these two planning functions are separated in the budget for clarity and transparency, the associated work is integrated with the review of applications and comments related to both Natural Hazards and Natural Heritage forming part of ERCA’s responses on various planning instruments under the Planning Act.

2022 Program Highlights

- The ‘Hazards’ component relates to Mandatory Services, as ERCA is the delegated responsible authority on Natural Hazards Planning. The program is funded through a combination of General Levy (~ 50%) and supplemented by program user fees,
- “Natural Heritage” Planning refers to ERCA’s role as a commenting agency on various planning instruments specific to Natural Heritage policies under Section 2 of the most current Provincial Policy Statement. The province has categorized this work as Non-Mandatory; however, ERCA continues to deliver this advisory service to municipalities as natural heritage input is provided in concert with hazard-related comments on Planning Act applications.
- Climate strategies specifically related to Natural Hazards continue to be considered at the regional scale. Watershed Management Services includes \$25,000 to support regional climate change initiatives, which are anticipated to be delivered through the County’s Infrastructure and Planning department. In addition to this, ERCA’s approach to addressing climate change within the various program areas under Watershed Management Services is best accomplished as a decentralized model to enable proper consideration of any associated impacts with respect to regulatory, engineering, and planning related decisions.

Conservation Services

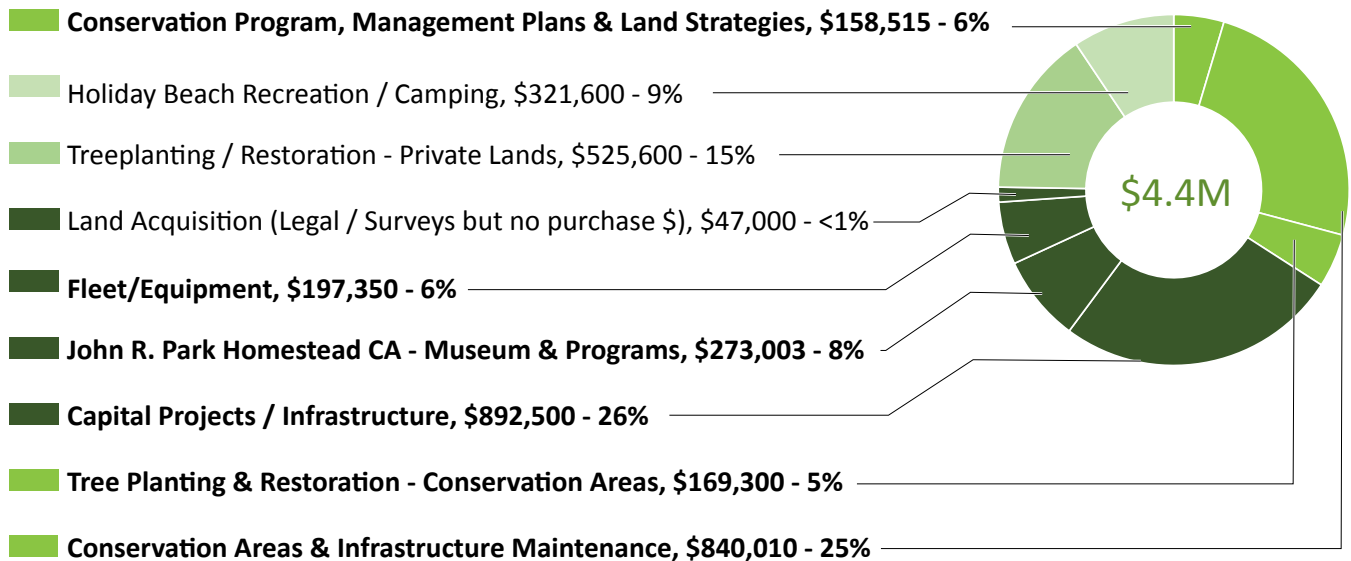
ERCA’s Conservation Services programs protect, restore, and manage natural heritage areas and systems within ERCA’s watersheds. This is accomplished through a system of conservation lands, strategic and leveraged investment in land securement, and by identifying and implementing priority restoration projects. All Conservation Areas within the ERCA watershed are impacted on by Natural Hazards, fundamental to the management of sites is the access to hazard areas for flood observation and in the case of trails physical access to reaches that would otherwise be inaccessible. Further, some of our properties are designed/engineered to receive flood waters to reduce upstream impacts of flood waters should they occur. Conservation Services are delivered through multiple programs, in a mix of Mandatory and Non-Mandatory services:

Mandatory Services	Non-Mandatory Services
Conservation Land Management	Tree Planting and Habitat Restoration on Private and Municipal lands
Public Conservation Areas	
Tree Planting & Restoration-Conservation Lands	Land Securement & Acquisition
John R Park Homestead – museum operations	Holiday Beach Conservation Area
Capital Projects	

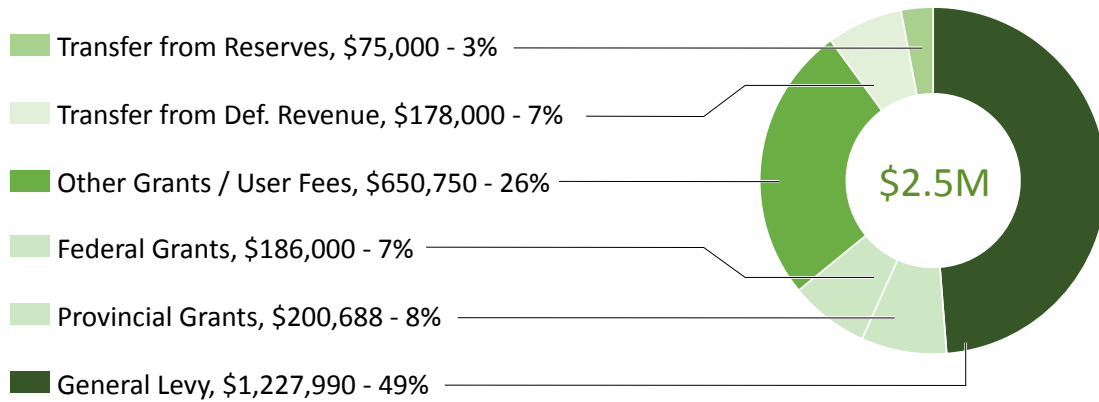
Approximately 15 FTEs deliver the services and includes seasonal restoration workers, tree planters, conservation areas technicians and support staff. Included in the 2022 budget are costs associated with expanded staff capacity during the winter months to undertake overdue maintenance along the greenway and implement hazard tree removals to ensure public safety.

Conservation Services by Function

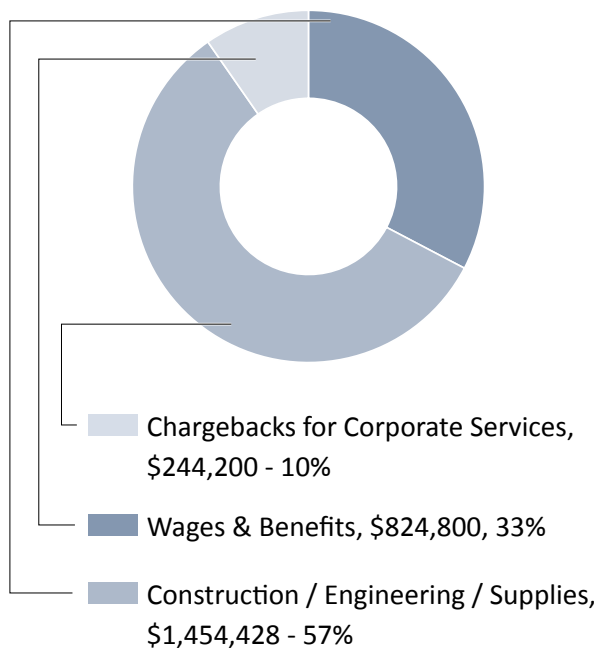
Mandatory Services are in bold



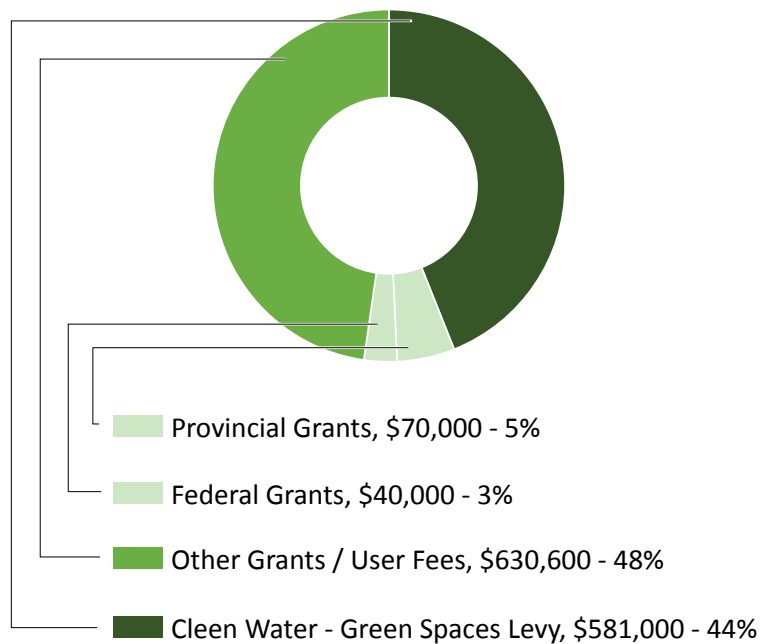
MANDATORY Conservation Services Revenues



MANDATORY Conservation Services Expenses by Classification



Levy Supports for Ongoing Non-Mandatory Conservation Services including Land Acquisition



CONSERVATION LAND MANAGEMENT

The Essex Region supports a higher diversity of plant and animal species than any other region in Canada, and sustains one of the highest concentrations of globally rare species in an area with some of the lowest percentage of natural cover in Canada. Conservation Areas are managed to protect this natural heritage, preserve human and cultural heritage, and support active and healthy living.

ERCA will continue to manage the natural resources of our region as outlined in the updated Conservation Authorities Act and undertake management of Conservation Areas to improve the biodiversity of the region while also improving the resiliency of species at risk that are vulnerable to climate change.

2022 Program Highlights

- Undertake and update forest inventories in many conservation areas to inform management planning documents.
- Undertake invasive species management along the greenway properties and in Conservation Lands that have wetlands.

- Implement prairie management through prescribed burn at Hillman Marsh and work with a prescribed burn consulting firm to complete an invasive species removal project in the Canard River Wetlands.
- Continue to classify our properties habitats using the Province’s Ecological Land Classification system
- Initiate new Conservation Areas Land Management Strategies, in keeping with the revisions to the Conservation Authorities Act.
- Continue ongoing wetland management at Hillman Marsh Conservation Area.

PUBLIC CONSERVATION AREAS

Since 1974, ERCA has been acquiring lands to ensure the protection and conservation of their significant natural and cultural heritage features. Conservation Areas ensure that valuable greenspace is protected while allowing for recreational opportunities in safe, well maintained natural settings which are critical to maintaining physical and mental health. Conservation Areas and trails are also identified as key economic drivers and of critical importance to creating an environmentally and economically sustainable region, where people want to live and companies want to invest.

2022 Program Highlights

- Maintenance and operations of 17 conservation areas welcoming thousands of visitors each year.
- Ongoing replacement of fleet and equipment assets.
- Undertake restoration works of the main house at the John R. Park Homestead.
- Hard surfacing (tar and chip) parking lots to improve accessibility and visitor experiences at the John R. Park Homestead and Devonwood Conservation Areas.
- Continue to contribute to ERCA’s Asset Management Plan to accurately reflect future capital budgets and works.
- Complete upgrades to Greenway Community Entrances in Harrow, Ruthven and McGregor and pending funding from the Federal government, a new community entrance will be built in Essex.
- Assess the condition of and forecast future maintenance work for the Kingsville Train Station to update ERCA’s Asset Management Plan.
- Complete major dyke renovations at Hillman Marsh in partnership with Ducks Unlimited.
- Remove vegetation from trail edges and remove hazardous trees, primarily along the Greenway multi-use paths.

TREE PLANTING AND RESTORATION IN CONSERVATION AREAS

ERCA continues to expand natural habitat in this region by increasing wetland, prairie and tree cover on properties it owns. Through partnerships, lands will continue to be strategically acquired through purchase or donation to create a more sustainable region. In 2022, approximately 10,000 trees will be planted on 15 acres of land in the Cedar Creek watershed, connecting a mature Carolinian forest and provincially significant wetland.

JOHN R. PARK HOMESTEAD

The Regulations associated with Bill 229 identify the maintenance of conservation lands as Mandatory Services. Due to the restrictive covenants included in the agreement of purchase and sale of the John R. Park Homestead Conservation Area, from the Province of Ontario, museum operations, including maintenance of collections, public events and education programs, are also included as Mandatory Services.

One such covenant listed in this agreement is the requirement to maintain the employ of a Curator and that the site be opened a minimum of 1080 hours, 180 days and 20 days during 8 months of the calendar year. Another significant covenant is that it be operated in accordance with the Community Museum Standards, as defined in the Ontario Heritage Act. The John R. Park Homestead requires an update to its Strategic Plan in 2022 in order to comply with these Standards.

As the designated historic buildings are clad with traditional materials such as wood siding, cedar shingles and wooden eave troughs, they are more susceptible to the elements and rot, especially waterfront buildings that are subjected to additional moisture. Due to this, some buildings are in need of immediate repair and painting. The 2022 budget includes a condition assessment and asset management report that will prioritize immediate repairs required along with long term maintenance requirements. This document will guide 2022 repair works along with future works required at this site and allow administration to schedule ongoing maintenance going forward.

CONSERVATION SERVICES - NON-MANDATORY

TREE PLANTING AND RESTORATION IN CONSERVATION AREAS

To achieve a sustainable future, mitigate climate impacts, expand tree canopy cover, improve water quality and keep endangered species from extinction in Canada, partnerships must continue with private landowners to grow the amount of habitat restored in the region. To assist with the costs of restoration that takes place on private lands and provide the biological professionals needed to undertake this work, ERCA obtains grants and donations to provide incentives and keeps cost reasonable, including funding from the Clean Water~Green Spaces fund. Clean Water~Green Spaces funding to assist with private lands restoration accounts for approximately 15% of this activity, which does not include the value of land. ERCA has restored over 330 acres of land on private property since 2016. These privately owned restoration sites are an invaluable contribution from our community as they further the rehabilitation of our region.

2022 Program Highlights

- Plant 60,000 trees throughout the region on our property as well as privately owned lands leading to the creation of at least 75 acres of new habitat.
- Continue the Pêche Island Shoreline Protection Project, in partnership with the City of Windsor and others to build fish habitat while simultaneously protecting the island from erosion.
- Build a new wetland at Holiday Beach with unique turtle nesting habitat to help species at risk.
- Initiate a multi-year large scale restoration project on Caldwell First Nation property involving 10 acres of tree planting of Phase 1 in 2022.
- Continue to contribute to ERCA's Asset Management Plan to accurately reflect future capital budgets and works.
- Undertake restoration works of the main house at the John R. Park Homestead.
- Complete upgrades to Greenway Community Entrances in Harrow, Ruthven and McGregor and pending funding from the Federal government, a new community entrance will be built in Essex.
- Assess the condition of and forecast future maintenance work for the Kingsville Train Station to update ERCA's Asset Management Plan.
- Complete major dyke renovations at Hillman Marsh in partnership with Ducks Unlimited.
- Remove vegetation from trail edges and remove hazardous trees, primarily along the Greenway multi-use paths.

LAND SECUREMENT

Each year ERCA works towards the strategic purchase of lands that have the highest biological value, as indicated by the Land Securement Strategy, and will have the greatest impact on improving the biological health of the region. Specifics of new land acquisitions are managed in Committee of the Whole. Once purchased, restoration and management of these lands would be categorized as Mandatory.

As of December 31, 2021, the land acquisition fund has a total of \$2,037,322 in available funds, with \$1,000,000 restricted for an identified 2022/2023 acquisition, which will have significant benefits with respect to connecting natural areas throughout the Essex Region.

HOLIDAY BEACH CONSERVATION AREA

Holiday Beach Conservation Area is operated by the Conservation Authority via a thirty-year management agreement with the Province, and expires in 2031. The Ministry of Natural Resources is the owner of this property. The majority of costs associated with this site are covered by user fees related to camping, hunting and cottage rentals. However, some costs (\$6,000) related to general public day use, are included, similar to other public conservation areas.

CAPITAL PROJECTS

A summary of Mandatory and Non-Mandatory Capital projects is listed below, providing a snapshot of projects included in the 2022 budget. These projects will improve accessibility and overall visitor experiences in our Conservation Areas

Capital Project	General Levy/ Reserve Transfers	ERCF/ Other	Fed Grant	Prov Grant	Total	Category
Greenway Culverts/crossing assessments/ repair/Signage	\$66,000				\$66,000	Mandatory
Greenway Entrance Improvements		\$65,000	\$100,000*		\$165,000	Mandatory
JRPH ramps/ pathways/ accessibility upgrades		\$70,000*	\$180,000*		\$250,000	Mandatory
Parking lot resurfacing	\$60,000				60,000	Mandatory
JRPH historic buildings condition assessment & repairs (Phase 1)	\$136,000	\$29,000			\$165,000	Mandatory
HBCA Trail and Tower renovations				\$161,000	\$161,000	Non-Mandatory
HBCA wetland construction		\$34,000	10,000		\$44,000	Non-Mandatory
Totals	\$262,000	\$169,000	\$300,000	\$161,000	\$892,000	

*Pending contribution agreements

Watershed Research Services

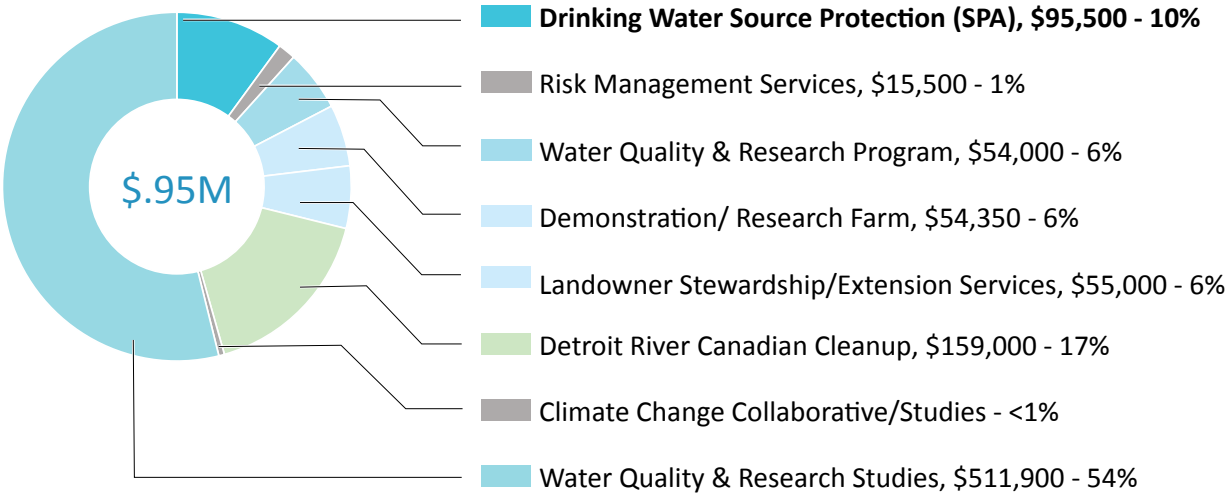
Watershed Research endeavors to improve the health of local watercourses through agricultural Best Management Practices, enhanced monitoring at the watershed and edge-of-field scale and collection of landscape information through Geographic Information Services. Strengthened relationships with the University of Windsor and active participation in several ongoing research programs allows solutions to be developed that are best suited to the region's unique ecosystem. Local sources of drinking water are protected through the implementation of policies in the Source Protection Plan and its amendments.

Watershed Management Services are delivered through three programs:

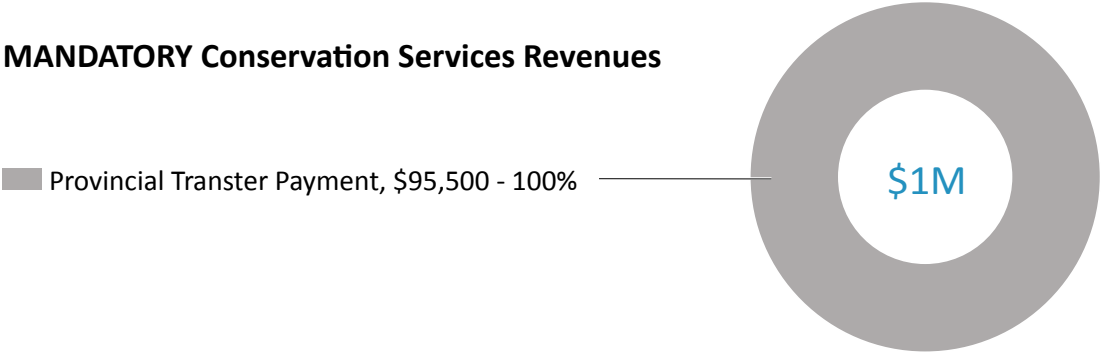
- Source Water Protection (Mandatory)
- Watershed Science (Non-Mandatory and Mandatory)
- Water Quality Improvements (Non-Mandatory)

Watershed Research Services by Function

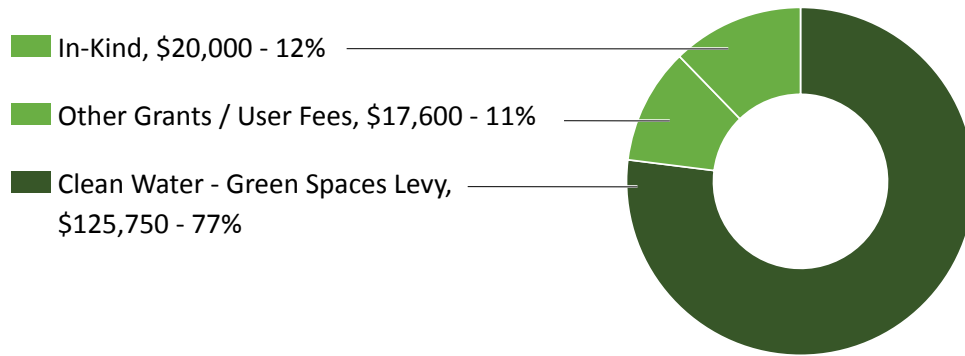
Mandatory Services are in bold



MANDATORY Conservation Services Revenues



Levy Supports for Ongoing Non-Mandatory Watershed Research Services



SOURCE WATER PROTECTION

Administered under the Clean Water Act, the watershed-based Source Protection Program is the first step in a multi-barrier approach to protect drinking water. It complements municipal water treatment and supports sound land use planning decisions. ERCA, and other conservation authorities, have designated responsibilities under the Clean Water Act to work closely with stakeholders to ensure that sources of municipal drinking water are safe and abundant. ERCA's Risk Management Services implements a specific subset of policies on behalf of municipalities:

- Source Water Protection (Clean Water Act) is identified as a Mandatory Program and Service in the Conservation Authorities Act, and the Province remains committed to providing funding for this program; ERCA has requested a slight increase for the next funding cycle (2022-2024) to accommodate expanded work load while the Source Protection Plan is being amended. This is the first time that the Province has provided multi-year funding for this program and their commitment provides greater stability for this mandatory work.
- Risk Management Services are offered on behalf of all municipalities in the Essex Region as a direct service cost through an agreement originally established in 2015. This agreement was renewed January 1, 2022 for another three-year term. Risk Management Officials undertake work to implement Source Protection Policies for which municipalities are the Implementing Body. This does not fall under a Mandatory Program and Service in the Conservation Authorities Act, but rather is a Category 2 activity as it is a municipal responsibility.

2022 Program Highlights

- Provide annual reporting to the Province and Municipalities.
- Continue technical work to update the Source Protection Plan and Assessment Report to align with changes to the Director Technical Rules and the Section 36 Assessment Report.
- Update policies to address new types of Significant Drinking Water Threats and/or changes to applicable vulnerable areas.
- Conduct compliance monitoring to ensure properties with Risk Management Plans continue to adhere to Risk Management Measures.
- Continue reviewing s.59 applications for potential new significant drinking water threats.
- While a number of staff support this program and deliver DWSP services, it accounts for less than one full time person.

WATERSHED SCIENCE

Healthy rivers, headwaters, and species in our watershed are key elements of a sustainable and healthy environment that we all rely on for our sources of drinking water, our economy and for recreation. The ability to track and report on changes to these indicators of healthy watersheds and share that knowledge helps assess and understand current health and emerging trends as a basis for setting environmental management priorities, identify research gaps to work with academic and other research partners to address, and manage, protect or enhance watershed resources. ERCA undertakes its watershed science programs through partnerships with the Provincial Water Quality Monitoring Network (PWQMN), Ontario Benthos Biomonitoring Network and the Provincial Groundwater Monitoring Network (PGMN) and works in partnership with Provincial and Federal programs and with Universities including the Great Lakes Institute for Environmental Research at the University of Windsor.

Within the Essex region, water health is inextricably linked to farming practices. Because of this, ERCA continues to support the Essex Soil and Crop Improvement Association to facilitate knowledge transfer opportunities. In collaboration with the Ontario Ministry of Agriculture and Rural Affairs and Environment Canada, ERCA provides incentives to producers. These incentives to undertake Best Management Practices on their farms can reduce fertilizer applications, reduce erosion, improve soils and decrease nutrient and soil runoff that leads to toxic algae blooms in Lake Erie.

Participation in the PWQMN and PGMN are a Mandatory Program and Service in the Conservation Authorities Act, however, the majority of our water quality science work falls outside Mandatory services, yet is critical to providing the residents of this region and partners with information. In 2022, ERCA will continue to monitor ground and surface water quality stations and provide this information to the Province, consistent with most Conservation Authorities. The core costs to undertake this Non-Mandatory work that is used to develop the region's Watershed Report Card is approximately \$54,000. Beyond this fundamental monitoring, ERCA will also undertake the following water quality work, which is supported by Provincial and Federal grants:

2022 Program Highlights

- Complete a Phosphorous Management Plan for the region; provide stewardship funds to agricultural producers to assist with the costs of planting cover crops and developing nutrient management plans, in collaboration with Environment Canada.
- Collect water samples, funded by various external partners including Bayer, Agriculture Agri-food Canada, and Environment Canada, to provide samples for research projects that could not otherwise be collected due to travel restrictions or other logistical challenges.
- Collect water quality samples in greenhouse influenced and non-greenhouse influenced stream, with funding from MECP. These samples, along with sophisticated databases, are critical to determine Phosphorous loadings in many of local waterways by 2022.
- Continue work in the Wigle Creek watershed, with the goal of improving water quality, supported by OSCIA through the ONFARM and Living Lab programs. Project activities include crop survey, water quality samples and providing opportunities to share information with farmers.
- Complete over 20 Agricultural Best Management Practice (BMP) projects in partnership with landowners.
- Continue the pilot project with the Municipality of Leamington Drainage Department to construct an in-line wetland to improve water quality in the Lebo Creek.
- Operate the Essex County Demonstration Farm to facilitate agricultural research and disseminate lessons learned to the farming community.

Community Outreach Services

Communications and outreach services support all business units of the Authority. This includes supporting flood messaging, disseminating natural hazard information, engaging landowners in conservation practices and climate action, educating students of all ages about environmental sustainability, promotion of and engagement in tree planting and restoration, connecting people to nature through a variety of programs and events, identifying the value of natural connections to our health, and communicating broadly with stakeholder groups and watershed residents. Communications efforts also support revenue-generating activities for conservation areas.

Providing stewardship and educational opportunities to residents living within our watersheds is important and critical to conservation success across the region. Providing hands on opportunities for people to connect with nature and take action for the environment will raise awareness about broader local environmental needs, including expanding natural areas coverage, protecting mature forests, and reducing energy use to mitigate climate change impacts such as frequent and more intense flood events.

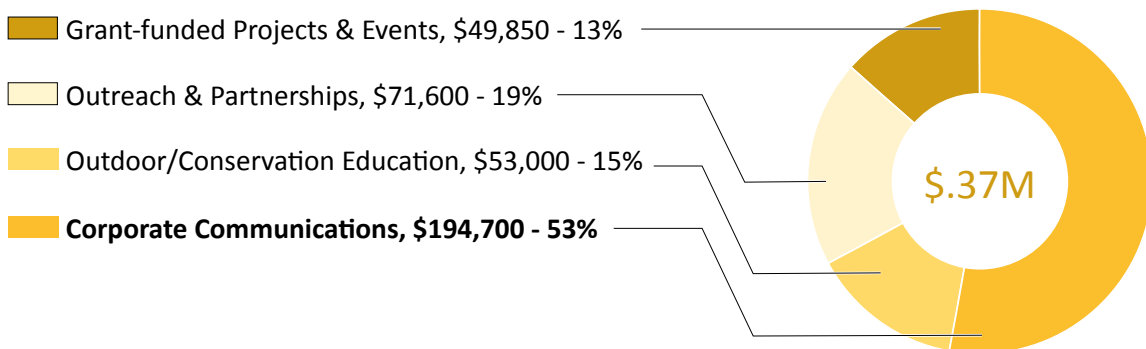
Community Outreach Services are delivered through three programs:

- Communications (Mandatory for Mandatory programs and services)
- Outdoor Education (Non-Mandatory)
- Outreach and Engagement (Non-Mandatory)

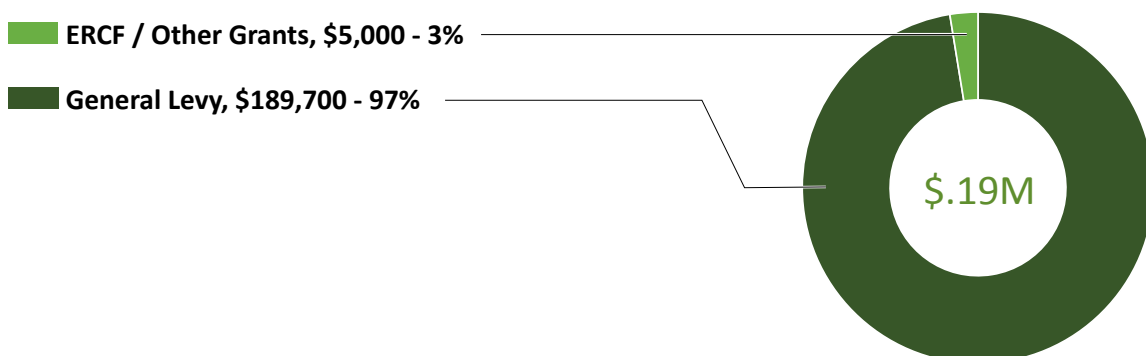
3 FTEs will continue to deliver community outreach services, a reduction of approximately 1.5 FTEs.

Community Outreach Services by Function

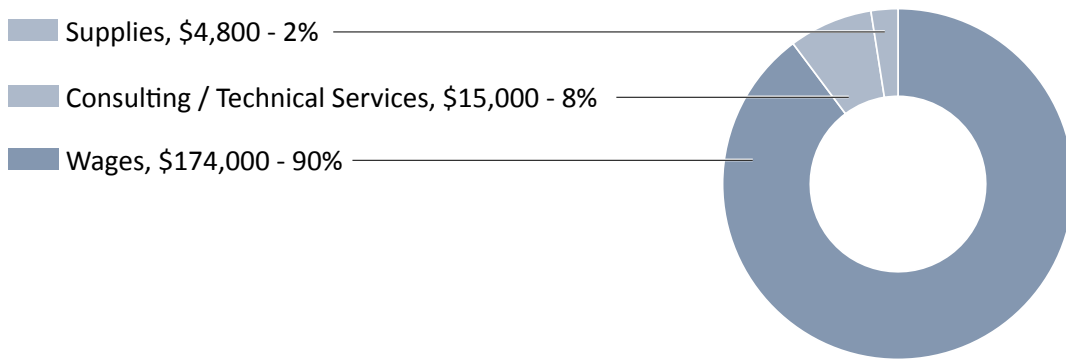
Mandatory Services are in bold



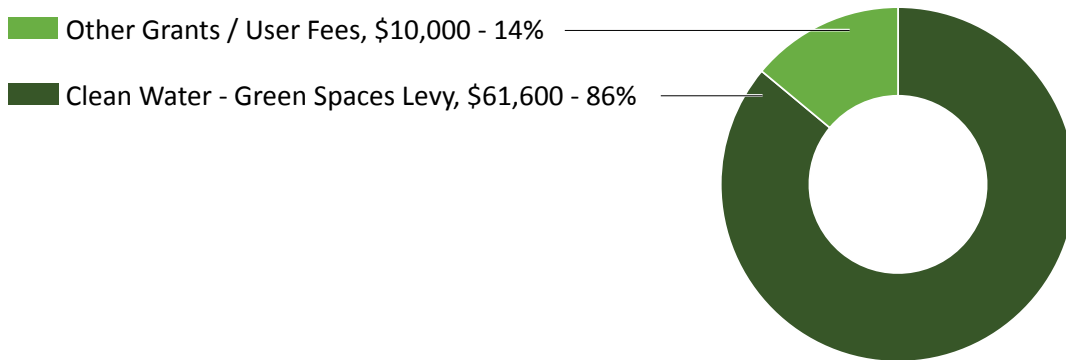
MANDATORY Community Outreach Services Revenues



MANDATORY Community Outreach Services Expenses by Classification



Levy Supports for Ongoing Non-Mandatory Community Outreach Services



COMMUNICATIONS

Corporate communications is included as a Mandatory service as it supports the communication needs of the Mandatory functions, including critical flood messaging, to various audiences across multiple platforms.

2022 Program Highlights

- Continue to engage and inform stakeholders and watershed residents to engage in conservation practices and programs across a variety of platforms; and communicate broadly as ERCA implements the Transition Plan.
- Continue to support the Essex Region Conservation Foundation in fundraising to support conservation projects and program areas.
- Support revenue generation through marketing of conservation programs.
- Events & Communications Specialist remains on indefinite layoff and the Environmental Educator remains on reduced hours.



OUTREACH AND ENGAGEMENT

Utilizing appropriate safety protocols, a variety of opportunities for the community to engage in environmental restoration activities are planned, including a significant partnership with the Windsor-Detroit Bridge Authority and a particular focus on restoration in the Sandwich Town area in Windsor. The Outreach and Partnerships Coordinator position continues to be a shared position also supporting the Detroit River Remedial Action Plan on a cost-recovery basis.

2022 Program Highlights

- Applying appropriate health and safety protocols, a number of tree planting and citizen science programs are planned, including a modified Earth Day Tree Planting, Shading Sandwich Tree Plantings and others. Enhanced citizen science opportunities are also planned to monitor long-term growth and survival at community restoration projects.
- Host multiple clean up events across the region as part of the Bi-National Detroit River Coalition.
- Strengthened partnerships across municipalities and organizations such as the University of Windsor to accomplish a variety of community environmental priorities

OUTDOOR EDUCATION

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are important today. ERCA's Outdoor Education programs provide experiential and engaging environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial curriculum. It is projected that a return to in-person field trips will be permitted for the 2022/2023 school year. For the first six months of 2022, ERCA's education team will continue to deliver virtual programs to meet curriculum needs while complying with current protocols. While this program area is identified as Non-Mandatory, significant fundraising through the Essex Region Conservation Foundation has eliminated the reliance on levy to continue to deliver vital conservation education programs.

2022 Program Highlights

- Continue to deliver digital Specialist High Skills Major certification programs as a preferred service delivery provider to ensure students across the Province can receive training modules required to graduate with the SHSM designation.
- Continue to deliver virtual curriculum-based field trips to engage students in environmental learning while respecting Covid-19 protocols and generating revenue to offset program costs.
- Enhance and update all education programs and exhibits to directly connect with climate change, watershed management principles, flooding, erosion and Great Lakes health as it relates to the curriculum.



Administration & Corporate Services

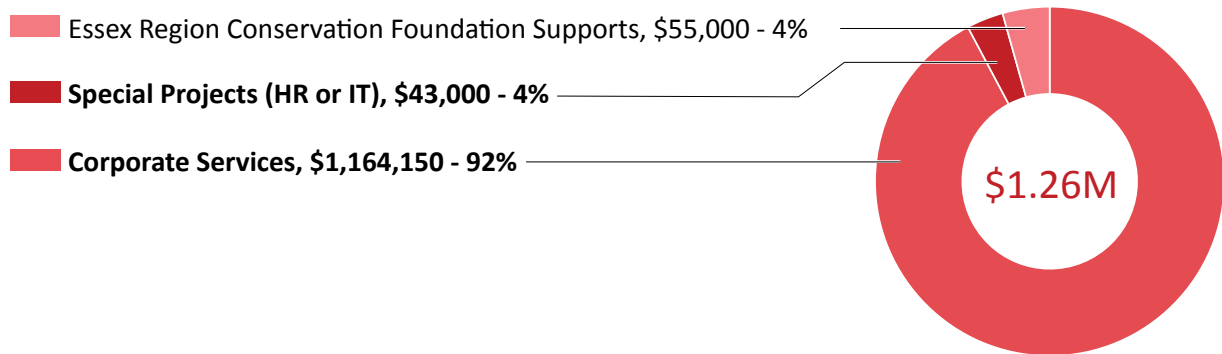
Corporate Services includes:

- Administration/Governance
- Compliance/Risk Management
- Finance
- Human Resources
- Information Management/Records/GIS/Systems/Network

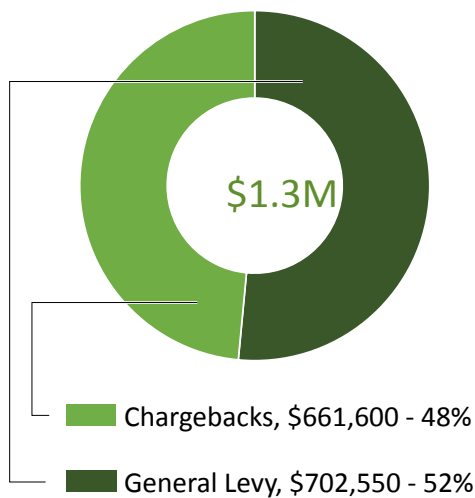
All services are provided to ERCF. Approximately 6 FTEs will deliver Corporate Services, an increase of 1 FTE from 2021.

Corporate Services by Function

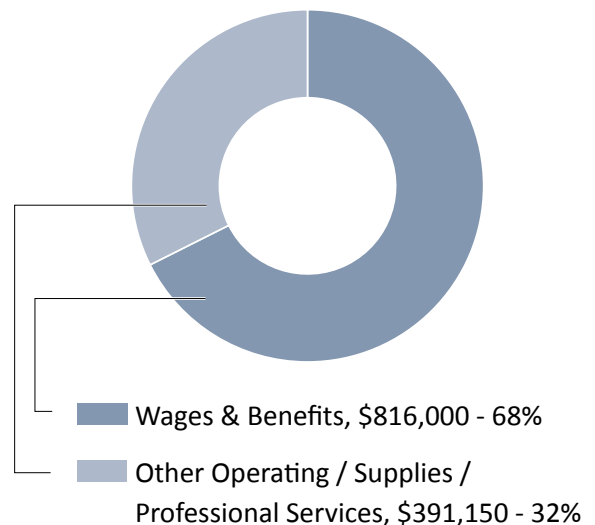
Mandatory Services are in bold



MANDATORY Corporate Services Revenues



MANDATORY Corporate & Shared Services - Expenses by Classification



ADMINISTRATION / GOVERNANCE

2022 Program Highlights

- Continue to deliver and report on requirements outlined in the Transition Plan as required under O.Reg. 687/21.
- Review and update Administrative Bylaws and Terms of Reference, where required.
- Explore potential transfer of ownership of Holiday Beach with Infrastructure Ontario.
- Engage municipal partners in consultations regarding suite of Non-Mandatory services and develop agreements for municipal funding, where required.
- Initiate corporate Risk Management Program.
- Complete performance reviews, skills gap assessments and professional development opportunities (Management).

FINANCE

2022 Program Highlights

- Implement updates to the Purchasing Policy to reflect approval channels and authorization limits as configured in the cloud-based system.
- Enhance and expand functionality of cloud-based automated accounts payable system, with a functioning purchase order module. The system is functioning well for approvals of invoices and integration with cloud-based accounting software but more efficiencies can be gained with implementation of additional modules (at no additional monthly cost).
- Prepare financial information and analysis for discussions and negotiations related to municipal funding agreements for non-mandatory levy-supported services.
- Continue with refining financial and accountability reports to support transparency of operations including use of levy funding and funding provided through municipal agreements.
- Initiate updates to the asset management plan, as condition reports will be undertaken for historic assets, including segregation of non-mandatory assets.
- Assist with exploring and evaluating revenue-generating proposals and concepts to reduce dependency on non-mandatory levies.

HUMAN RESOURCES

2022 Program Highlights

- Continue to review and update policy, procedures and guidelines for Covid-19.
- On-board new hires remotely, in line with all safety protocols.
- Implement at new Terms of Reference for the Joint Job Evaluation Committee and modernize ERCA's Pay Equity program.
- Identify and create corporate policy initiatives to support the Authority.

INFORMATION MANAGEMENT / RECORDS / SYSTEMS / NETWORK

2022 Program Highlights

- In response to recommendations from the 2020 consultant’s report on the status and readiness of Information Technology at ERCA, a focus on IT modernization, sustainability, and security has been adopted to address various technology deficits and security needs. Included in this program are a portfolio of foundational undertakings that will put ERCA on firm footing and provide the security and platforms needed to meet our mandated services.
- The foundational portfolio is broken down into several key areas of investment and practice, each representing a component of the Board approved plan. These include:
 - **WMS Permits database:** A complete rebuild and modernized system based on a current internet facing technologies, professional database, and modular, transaction focused architecture.
 - **Corporate records management:** The adoption of approved taxonomy/classification for our information assets applied to both digital and (future state / to be digitized) physical records all contained in a managed document system with applied e-discovery tools and searchability.
 - **Infrastructure as a Service Migration:** The migration of our legacy, unsupported infrastructure (servers, storage, backup) to a cloud hosted solution provided by Microsoft which includes necessary upgrades to the unsupported, unpatched, vulnerable servers as well as providing client-side upgrades to email and MS Office. This implementation includes enhanced security, threat reduction, increased manageability, and redundancy.
 - **Legacy client PC refresh:** With adoption of the Province of Ontario’s Desktop Managed Service Provider Vendor of Record, we are now ready to begin replacing equipment in a controlled, standardized manner which will include the deployment industry leading equipment backed by advanced support in field. This refresh will be the first in what is to become our new lifecycle which includes everything from deployment to evergreening.
 - **Information as a Service:** ERCA ITS will begin to build and integrate new systems to replace legacy offerings. In doing so, IT will begin to provide data integration, advanced reporting, business intelligence & decision support services to better support the decision-making challenges in faced by ERCA as well provide potential revenue streams via the creation of advanced, value-added service offerings. Other aspects to be addressed in these initiatives is to streamline and facilitate a new web presence, online identity, and the addition of new transactional services to ERCA’s online portfolio.

Summary

This 2022 Draft Budget including appendices, once approved by the Essex Region Conservation Authority Board of Directors, will be posted publicly on the Authority’s website at www.essexregionconservation.ca and circulated to Municipalities to provide notice under the Conservation Authorities Act of a weighted vote, in accordance with Ontario Regulation 139/96, regarding the 2022 Draft Budget at the Board of Directors Meeting on April 14, 2022.

Appendix A: 2022 Draft Detailed Budget - Financial Activities



2022 DRAFT BUDGET - FINANCIAL ACTIVITIES

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
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WATERSHED MANAGEMENT SERVICES

CATEGORY 1 MANDATORY SERVICES - RISKS OF NATURAL HAZARDS

DEVELOPMENT SERVICES

GENERAL LEVY	246,050	234,650	185,800	243,333
OTHER GRANTS/USER FEES/RECOVERIES	715,000	620,000	752,995	630,128
	961,050	854,650	938,795	873,461

WAGES	736,000	661,000	674,228	629,259
CONSULTING	12,000	1,000	-	3,358
SUPPLIES/OFFICE/JANITORIAL	25,000	17,000	27,320	18,375
VEHICLE/TRAVEL/EQUIP'T USAGE	20,500	20,500	14,343	14,280
CORP SUPPORT/SHARED SVCS	127,000	119,000	111,388	99,500
RENT/INS/TAXES/UTILITIES	27,400	23,000	27,325	20,550
DUES/MEMBERSHIPS	650	650	251	922
AUDIT AND LEGAL	10,000	10,000	-	18,466
CAP MAINT/LOW VALUE ASSETS	2,500	2,500	1,364	-
	961,050	854,650	856,218	804,711

PLANNING RELATED TO HAZARDS

GENERAL LEVY	107,150	89,550	98,550	207,580
OTHER GRANTS/USER FEES/RECOVERIES	108,500	10,000	114,215	78,230
	215,650	99,550	212,765	285,810

WAGES	182,000	84,500	162,194	219,749
SUPPLIES/OFFICE/JANITORIAL	1,550	1,550	2,387	2,187
VEHICLE/TRAVEL/EQUIP'T USAGE	500	500	-	-
CORP SUPPORT/SHARED SVCS	26,600	12,000	25,382	33,500
RENT/INS/TAXES/UTILITIES	5,000	1,000	5,000	4,000
	215,650	99,550	194,963	259,436

FLOOD /EROSION PROGRAM (S.39 PROV \$)

GENERAL LEVY	137,863	144,263	136,013	135,282
PROVINCIAL GRANTS	104,417	104,417	104,417	104,417
	242,280	248,680	240,430	239,699

WAGES	156,000	156,500	153,031	159,209
CONSULTING/INFO'N/DATA SVCS	35,500	35,500	39,731	34,222
SUPPLIES/OFFICE/JANITORIAL	5,180	8,680	4,295	5,324
VEHICLE/TRAVEL/EQUIP'T USAGE	6,000	6,000	3,982	4,600
CORP SUPPORT/SHARED SVCS	31,600	32,000	31,336	30,280
RENT/INS/TAXES/UTILITIES	8,000	10,000	8,000	6,000
	242,280	248,680	240,375	239,635

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
WATERSHED ENGINEERING/TECHNICAL STUDIES SUPPORTS				
GENERAL LEVY	76,150	94,150	70,750	108,300
	76,150	94,150	70,750	108,300
WAGES	60,000	75,000	58,454	90,776
SUPPLIES/OFFICE/JANITORIAL	1,550	1,550	901	490
VEHICLE/TRAVEL/EQUIPT USAGE	1,100	1,100	-	547
CORP SUPPORT/SHARED SVCS	11,000	15,000	9,222	13,700
RENT/INS/TAXES/UTILITIES	2,000	1,000	2,000	1,500
DUES/MEMBERSHIPS	500	500	270	270
	76,150	94,150	70,846	107,282

CLIMATE CHANGE - HAZARDS				
GENERAL LEVY	25,000	25,000	-	-
	25,000	25,000	-	-
WAGES	-	21,500	-	-
CONSULTING	25,000	-	-	-
CORP SUPPORT/SHARED SVCS	-	3,500	-	-
	25,000	25,000	-	-

SUMMARY - CATEGORY 1 WMS MANDATORY SERVICES, RISKS OF NATURAL HAZARDS				
GENERAL LEVY	592,213	587,613	491,113	694,495
PROVINCIAL GRANTS	104,417	104,417	104,417	104,417
OTHER GRANTS/USER FEES	823,500	630,000	884,710	708,358
TRANSFER TO/FROM DEF REVENUES	-	-	(17,500)	-
	1,520,130	1,322,030	1,462,740	1,507,270
WAGES & BENEFITS	1,134,000	998,500	1,047,907	1,098,994
SUPPLIES/SERVICES/OTHER	162,830	114,930	119,228	115,890
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	223,300	208,600	195,268	196,180
	1,520,130	1,322,030	1,362,403	1,411,064
SURPLUS/(DEFICIT)	-	-	100,338	96,206

CATEGORY 3 NON MANDATORY SERVICES -ONGOING CORE ERCA WMS PROGRAMS				
PLANNING RELATED TO NATURAL HERITAGE				
GENERAL LEVY	-	-	65,500	-
CW~GS LEVY	59,500	-	-	-
OTHER GRANTS/USER FEES/RECOVERIES	-	91,000	-	-
	59,500	91,000	65,500	-
WAGES	52,000	76,000	56,930	-
VEHICLE/TRAVEL/EQUIPT USAGE	-	-	20	-
CORP SUPPORT/SHARED SVCS	7,500	13,000	8,542	-
RENT/INS/TAXES/UTILITIES	-	2,000	-	-
	59,500	91,000	65,492	-

SUMMARY CATEGORY 3 NON MANDATORY SERVICES -				
ONGOING CORE ERCA WMS PROGRAMS				
GENERAL LEVY	-	-	65,500	-
CW~GS LEVY	59,500	-	-	-
OTHER GRANTS/USER FEES	-	91,000	-	-
	59,500	91,000	65,500	-

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
WAGES & BENEFITS	52,000	76,000	56,930	-
SUPPLIES/SERVICES/OTHER	-	2,000	20	-
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	7,500	13,000	8,542	-
	59,500	91,000	65,492	-
SURPLUS/(DEFICIT)	-	-	8	-

CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED MUNICIPAL PROJECTS/STUDIES

MUNICIPAL WATER & EROSION CONTROL PROJECTS (50% PROV \$)

MUNICIPAL	-	70,500	64,063	1,176
PROVINCIAL GRANTS	-	17,625	(26,652)	52,875
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	52,875	34,298	(34,298)
	-	141,000	71,709	19,753
DIRECT WAGES	-	750	9,550	75
CONSULTING/OUTSIDE ENGINEERING	-	44,250	23,659	19,088
CONSTRUCTION	-	96,000	37,500	-
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	-	-	999	590
	-	141,000	71,708	19,753

SPECIAL MUNICIPAL STUDIES/PROJECTS

MUNICIPAL	97,000	355,000	122,380	50,321
PROVINCIAL GRANTS	182,000	-	-	-
FEDERAL GRANTS	-	-	-	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	14,700	(15,279)	(7,200)
	279,000	369,700	107,101	43,121
DIRECT WAGES	26,500	20,000	10,454	3,071
CONSULTING/OUTSIDE ENGINEERING	246,500	340,500	93,860	38,938
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	6,000	9,200	2,788	1,112
	279,000	369,700	107,101	43,121

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED PROJECTS/STUDIES

MUNICIPAL	97,000	425,500	186,443	51,497
PROVINCIAL GRANTS	182,000	17,625	(26,652)	52,875
FEDERAL GRANTS	-	-	-	-
TRANSFER TO/FROM DEF REVENUES	-	67,575	19,019	(41,498)
	279,000	510,700	178,810	62,874
WAGES & BENEFITS	26,500	20,750	20,004	3,146
CONSTRUCTION/ENGINEERING/SUPPLIES	246,500	480,750	155,019	58,027
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	6,000	9,200	3,787	1,702
	279,000	510,700	178,809	62,875
SURPLUS/(DEFICIT)	-	-	-	-

CONSERVATION SERVICES

CATEGORY 1 MANDATORY SERVICES - CONSERVATION LANDS MANAGEMENT

GENERAL PROGRAM OPERATIONS, MANAGEMENT PLANS & LAND STRATEGIES

GENERAL LEVY	158,515	179,215	179,215	89,255
CW~GS LEVY	-	-	-	3,500
FEDERAL GRANTS	-	25,000	-	-
	158,515	204,215	179,215	92,755
WAGES	131,000	175,000	124,238	80,300
ENGINEERING/CONSULTING	-	-	-	142
SUPPLIES/OFFICE/JANITORIAL	4,215	4,215	4,063	2,436
VEHICLE/TRAVEL/EQUIP'T USAGE	2,000	500	-	-
CORP SUPPORT/SHARED SVCS	21,300	23,000	20,421	11,450
RENT/INS/TAXES/UTILITIES	-	-	-	250
	158,515	202,715	148,722	94,578

CONSERVATION AREAS/GREEWAYS/OWNED PROPERTIES MAINTENANCE

GENERAL LEVY	704,360	620,226	570,226	551,512
FEDERAL GRANTS	-	-	22,153	31,304
OTHER GRANTS/USER FEES	111,650	90,750	103,058	104,367
TRANSFERS (TO)/FROM DEFERRED REVENUES	4,000	5,800	9,400	(8,200)
TRANSFERS TO/FROM RESERVES	20,000	(7,000)	(22,000)	(5,000)
	840,010	709,776	682,837	673,983
WAGES	397,200	317,500	261,847	268,457
CONSTRUCTION	-	-	9,580	3,562
ENGINEERING/CONSULTING	-	12,000	8,802	6,735
SUPPLIES/OFFICE/JANITORIAL	47,410	45,910	44,863	41,037
VEHICLE/TRAVEL/EQUIP'T USAGE	48,900	75,500	58,166	91,365
PLANT MAT/LANDOWNER GRANTS	24,000	16,300	1,909	4,330
CORP SUPPORT/SHARED SVCS	103,950	90,640	76,734	71,185
RENT/INS/TAXES/UTILITIES	125,700	118,200	120,196	118,999
AUDIT AND LEGAL	-	-	1,120	-
CAP MAINT/LOW VALUE ASSETS	89,600	32,976	69,583	17,638
	840,010	709,776	655,381	624,160

CAPITAL OR MAJOR MAINTENANCE/IMPROVEMENT PROJECTS

GENERAL LEVY	23,500	15,000	15,000	-
MUNICIPAL	-	-	100,000	-
PROVINCIAL GRANTS	161,000	-	6,249	-
FEDERAL GRANTS	180,000	60,000	160,000	551,500
OTHER GRANTS/USER FEES	501,000	200,000	197,154	335,295
TRANSFERS TO/FROM RESERVES	27,000	425,000	366,500	569,193
	892,500	700,000	844,903	1,455,988
WAGES	14,000	15,000	43,106	13,986
CONSTRUCTION	688,500	648,500	752,042	124,379
ENGINEERING/CONSULTING/SUB CONTRACTING	133,000	15,000	16,298	23,855
CONSTRUCTION SUPPLIES	7,000	12,000	14,960	8,648
VEHICLE/TRAVEL/EQUIP'T USAGE	-	-	5,673	982
PLANT MAT/LANDOWNER GRANTS	-	-	-	4,980
CORP SUPPORT/SHARED SVCS	30,500	9,500	13,831	27,741
CAP MAINT/LOW VALUE ASSETS	19,500	-	49,714	5,696
	892,500	700,000	899,653	210,267

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
JOHN R PARK HOMESTEAD				
GENERAL LEVY	189,565	90,000	90,000	55,452
CW~GS LEVY	-	97,065	97,065	61,470
PROVINCIAL GRANTS	23,688	23,688	23,688	23,688
FEDERAL GRANTS	6,000	-	5,340	30,621
OTHER GRANTS/USER FEES	68,750	69,550	27,378	36,020
TRANSFERS (TO)/FROM RESERVES	(15,000)	-	(10,000)	(12,000)
	273,003	280,303	233,471	195,251
WAGES	182,000	173,000	168,331	135,415
CONSTRUCTION	-	10,000	-	1,600
CONSULTING/SUB K	3,500	1,500	-	-
SUPPLIES/OFFICE/JANITORIAL	21,303	32,503	17,654	19,549
VEHICLE/TRAVEL/EQUIP'T USAGE	300	300	1,583	608
CORP SUPPORT/SHARED SVCS	25,000	25,000	25,144	14,000
RENT/INS/TAXES/UTILITIES	36,900	30,000	22,728	15,831
CAP MAINT/LOW VALUE ASSETS	3,000	7,000	6,978	7,291
	273,003	280,303	246,187	194,655
TREE PLANTING AND RESTORATION -ERCA LANDS				
GENERAL LEVY	124,300	58,700	58,700	-
PROVINCIAL GRANTS	10,000	10,000	13,654	-
OTHER GRANTS/USER FEES	35,000	51,000	29,285	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	17,435	-
	169,300	119,700	119,074	-
WAGES	101,000	64,000	61,072	-
SUPPLIES/OFFICE/JANITORIAL	10,579	9,079	2,779	-
VEHICLE/TRAVEL/EQUIP'T USAGE	9,550	13,550	19,702	-
PLANT MAT/LANDOWNER GRANTS	24,071	14,071	24,495	-
CORP SUPPORT/SHARED SVCS	20,600	17,000	12,204	-
RENT/INS/TAXES/UTILITIES	-	2,000	-	-
	169,300	119,700	120,252	-
FLEET & FIELD EQUIPMENT				
GENERAL LEVY	27,750	-	50,000	25,000
OTHER GRANTS/USER FEES/RECOVERIES	126,600	173,000	165,732	144,851
TRANSFERS TO/FROM RESERVES	43,000	25,000	-	-
	197,350	198,000	215,732	169,851
MAINTENANCE/REPAIRS	61,900	60,000	72,928	69,431
FUEL	31,000	33,400	36,707	28,169
LICENCES/MISC/SMALL TOOLS	19,450	16,600	18,602	13,959
AMORTIZATION	90,000	88,000	85,000	77,767
	202,350	198,000	213,237	189,327
SUMMARY CATEGORY 1 MANDATORY SERVICES - LAND MGMT, (OWNED) CONSERVATION AREAS OPERATIONS, MAINTENANCE & CAPITAL				
GENERAL LEVY	1,227,990	963,141	963,141	721,219
CW~GS LEVY	-	97,065	97,065	64,970
MUNICIPAL	-	-	100,000	-
PROVINCIAL GRANTS	200,688	40,688	50,486	31,020
FEDERAL GRANTS	186,000	85,000	187,493	582,121
OTHER GRANTS/USER FEES	650,750	571,550	637,291	695,639
IN-KIND	-	-	5,000	-
TRANSFER TO/FROM DEF REVENUES	178,000	5,800	(111,041)	(103,865)
TRANSFER TO/FROM RESERVES	75,000	443,000	334,500	552,193
	3,518,478	2,062,244	2,263,935	2,543,297

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
WAGES & BENEFITS	824,800	740,500	660,164	477,165
CONSTRUCTION/ENGINEERING/SUPPLIES	1,454,428	1,224,854	1,386,950	599,750
RECOVERIES FOR SHARED SVCS/FLEET	244,200	240,890	224,142	192,541
	2,523,428	2,206,244	2,271,256	1,269,456
SURPLUS/(DEFICIT)	(5,000)	-	(7,321)	1,273,841

CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA CORE CONSERVATION-RELATED PROGRAMS

LAND SECUREMENT

CW~GS LEVY	500,000	500,000	500,000	510,095
TRANSFERS (TO)/FROM LAND ACQ FUND	(453,000)	(453,000)	(462,695)	(343,246)
	47,000	47,000	37,305	166,849
WAGES	18,300	17,000	14,686	18,870
LEGAL, SURVEYING,CONSULTNG	22,700	25,000	20,002	27,373
CORP SUPPORT/SHARED SVCS	6,000	5,000	2,914	6,908
	47,000	47,000	37,601	53,171

RESTORATION/TREE PLANTING PROGRAM - NON ERCA PROPERTIES

CW~GS LEVY	75,000	60,000	60,000	160,000
PROVINCIAL GRANTS	70,000	62,500	31,782	69,182
FEDERAL GRANTS	40,000	28,000	28,499	-
OTHER GRANTS/USER FEES	315,000	297,300	451,519	232,837
IN-KIND	-	-	14,478	5,033
TRANSFERS (TO)/FROM DEFERRED REVENUES	25,600	4,400	51,748	(52,682)
	525,600	452,200	638,024	414,369
WAGES	187,800	150,500	197,777	207,321
ENGINEERING/CONSULTING/SUB-CONTRACTING	-	-	21,734	407
SUPPLIES/OFFICE/JANITORIAL	10,700	10,700	17,512	9,446
VEHICLE/TRAVEL/EQUIP'T USAGE	32,600	30,100	25,169	17,540
PLANT MAT/LANDOWNER GRANTS	216,500	205,500	276,469	121,226
CORP SUPPORT/SHARED SVCS	68,500	48,900	73,625	45,000
RENT/INS/TAXES/UTILITIES	8,000	5,000	8,857	6,400
IN KIND SVCS SUPPLIES	-	-	14,478	5,033
CAP MAINT/LOW VALUE ASSETS	1,000	1,000	2,300	-
SMALL MISC	500	500	-	3,192
	525,600	452,200	637,919	415,565

HOLIDAY BEACH (OPERATED UNDER MGMT AGREEMENT)

GENERAL LEVY	-	-	-	50,602
CW~GS LEVY	6,000	27,000	-	-
SELF GENERATED	315,600	251,800	324,876	203,701
	321,600	278,800	324,876	254,303
WAGES	166,800	133,250	162,625	127,721
ENGINEERING/CONSULTING/SUB CONTRACTING	1,000	2,500	999	1,151
SUPPLIES/OFFICE/JANITORIAL	44,664	39,778	55,625	31,087
VEHICLE/TRAVEL/EQUIP'T USAGE	17,036	16,322	23,535	13,791
CORP SUPPORT/SHARED SVCS	34,600	31,600	32,180	22,575
RENT/INS/TAXES/UTILITIES	40,500	32,600	39,350	31,092
AUDIT AND LEGAL	-	-	500	-
MAJOR MAINT/ROADS/VEGETATION	16,500	22,250	8,104	23,067
SMALL MISC	500	500	-	-
	321,600	278,800	322,918	250,485

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING CORE CONSERVATION PROGRAMS				
GENERAL LEVY	-	-	-	50,602
CW~GS LEVY	581,000	587,000	587,000	670,095
PROVINCIAL GRANTS	70,000	62,500	31,782	69,182
FEDERAL GRANTS	40,000	28,000	28,499	-
OTHER GRANTS/USER FEES	630,600	549,100	776,394	436,538
IN-KIND	-	-	14,478	5,033
TRANSFER TO/FROM DEF REVENUES	(427,400)	(448,600)	(437,947)	(393,228)
	894,200	778,000	1,000,205	838,221
WAGES & BENEFITS	372,900	300,750	375,088	356,287
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	373,200	353,714	471,069	262,620
RECOVERIES FOR SHARED SVCS/FLEET	148,100	123,536	152,281	103,013
	894,200	778,000	998,438	721,920
SURPLUS/(DEFICIT)	-	-	1,767	116,301

CATEGORY 3 NON MANDATORY SERVICES - FEE FOR SERVICE TERM-LIMITED PROJECTS/CONTRACTS				
FEE FOR SERVICE RESTORATION PROJECTS & HABITAT STUDIES				
MUNICIPAL	1,000,000	1,507,000	118,326	756,114
PROVINCIAL GRANTS	-	75,000	15,000	60,000
FEDERAL GRANTS	-	280,000	303,151	89,102
OTHER GRANTS/USER FEES	-	50,000	67,748	7,910
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	78,575	(26,870)	107,923
	1,000,000	1,990,575	477,355	1,021,049
WAGES	-	67,000	79,125	21,137
CONSTRUCTION	1,000,000	1,765,000	262,185	916,377
ENGINEERING/CONSULTING/SUB-CONTRACTING	-	125,000	105,614	70,325
SUPPLIES/OFFICE/JANITORIAL	-	5,000	3,602	2,686
VEHICLE/TRAVEL/EQUIP'T USAGE	-	7,000	8,938	40
CORP SUPPORT/SHARED SVCS	-	20,575	14,295	9,985
RENT/INS/TAXES/UTILITIES	-	1,000	590	500
SMALL MISC	-	-	4,230	-
	1,000,000	1,990,575	478,578	1,021,050

FEE FOR SERVICE PROPERTY MAINTENANCE/MANAGEMENT				
FEDERAL GRANTS	-	-	-	31,304
OTHER GRANTS/USER FEES	12,250	5,750	9,897	13,427
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	1,400	(200)
	12,250	5,750	11,297	44,531
WAGES	7,300	4,000	9,787	25,675
SUPPLIES/OFFICE/JANITORIAL	-	-	-	3,851
VEHICLE/TRAVEL/EQUIP'T USAGE	2,800	1,000	1,245	7,197
PLANT MAT/LANDOWNER GRANTS	-	-	-	641
CORP SUPPORT/SHARED SVCS	1,750	750	1,150	5,535
RENT/INS/TAXES/UTILITIES	400	-	95	1,632
SMALL MISC	-	-	-	-
	12,250	5,750	12,277	44,531

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
SUMMARY CATEGORY 3 NON MANDATORY SERVICES -				
FEE FOR SERVICE CONTRACTS/TERM LIMITED				
PROJECTS				
MUNICIPAL	1,000,000	1,507,000	118,326	756,114
PROVINCIAL GRANTS	-	75,000	15,000	60,000
FEDERAL GRANTS	-	280,000	303,151	120,406
OTHER GRANTS/USER FEES	12,250	55,750	77,645	21,337
TRANSFER TO/FROM DEF REVENUES	-	78,575	(25,470)	107,723
	1,012,250	1,996,325	488,652	1,065,580
WAGES & BENEFITS	7,300	71,000	88,912	46,812
CONSTRUCTION/SUPPLIES/OTHER	1,000,400	1,896,000	376,339	999,788
RECOVERIES FOR SHARED SVCS/FLEET	4,550	29,325	25,604	18,980
	1,012,250	1,996,325	490,855	1,065,580
SURPLUS/(DEFICIT)	-	-	(2,203)	-

WATERSHED RESEARCH

CATEGORY 1 MANDATORY SERVICE - ESSEX REGION SOURCE PROTECTION AUTHORITY (Under Clean Water Act,2006)

PROVINCIAL GRANTS	95,500	95,000	92,500	52,734
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	-	30,763
	95,500	95,000	92,500	83,497
WAGES	79,000	80,000	80,500	68,824
SUPPLIES/OFFICE/JANITORIAL	-	-	-	879
VEHICLE/TRAVEL/EQUIPT USAGE	-	-	-	302
CORP SUPPORT/SHARED SVCS	12,000	12,000	12,000	9,083
RENT/INS/TAXES/UTILITIES	1,500	-	-	1,100
PER DIEMS/MISC	3,000	3,000	-	3,310
	95,500	95,000	92,500	83,497

CATEGORY 2 MUNICIPAL SERVICES - RISK MANAGEMENT SERVICES (PART IV CWA, 2006)

MUNICIPAL	15,500	12,000	28,000	60,058
	15,500	12,000	28,000	60,058
WAGES	12,000	10,000	24,520	47,803
SUPPLIES/OFFICE/JANITORIAL	500	500	-	857
VEHICLE/TRAVEL/EQUIPT USAGE	-	-	-	2,450
CORP SUPPORT/SHARED SVCS	1,500	1,500	3,500	7,582
RENT/INS/TAXES/UTILITIES	1,500	-	2,000	1,366
MISC SUPPLIES	-	-	-	-
	15,500	12,000	30,020	60,058

CATEGORY 3 NON MANDATORY SERVICE - ONGOING ERCA CORE WATER QUALITY/RESEARCH PROGRAM

WATERSHED WATER QUALITY PROGRAM

CW~GS LEVY	54,000	72,750	72,750	40,300
FEDERAL GRANTS	-	-	5,000	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(39,500)	-
	54,000	72,750	38,250	40,300
WAGES	28,000	44,500	12,568	18,343
CONSULTING/SUB CONTRACTING	9,750	10,000	13,556	7,725
SUPPLIES/OFFICE/JANITORIAL	2,400	2,400	1,548	2,381
VEHICLE/TRAVEL/EQUIPT USAGE	4,500	4,500	6,608	4,725
CORP SUPPORT/SHARED SVCS	8,000	11,000	4,256	3,450
RENT/INS/TAXES/UTILITIES	1,350	350	1,235	4,500
SMALL MISC	-	-	-	-
	54,000	72,750	39,771	41,123

DEMONSTRATION/CROP RESEARCH FARM

CW~GS LEVY	36,750	35,000	35,000	44,580
OTHER	17,600	16,600	18,814	18,121
	54,350	51,600	53,814	62,701
WAGES	35,500	35,000	38,768	42,572
SUPPLIES/OFFICE/JANITORIAL	1,500	6,000	1,260	3,421
VEHICLE/TRAVEL/EQUIPT USAGE	3,000	1,500	2,550	1,595
PLANT MAT/LANDOWNER GRANTS	1,000	-	852	-
CORP SUPPORT/SHARED SVCS	7,500	6,000	6,123	7,500
RENT/INS/TAXES/UTILITIES	350	-	350	250
DUES/MEMBERSHIPS		300	259	488

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
SUB CONTRACTED SERVICES	5,000	2,000	2,611	5,342
	54,350	51,600	53,543	62,703

LANDOWNER STEWARDSHIP PROGRAM				
CW~GS LEVY	35,000	35,000	35,000	26,250
IN-KIND	20,000	20,000	4,722	21,847
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	3,000	(22,300)	-
	55,000	58,000	17,422	48,097
VEHICLE/TRAVEL/EQUIP'T USAGE	2,000	2,000	215	-
PLANT MAT/LANDOWNER GRANTS	22,000	25,000	8,669	19,862
CORP SUPPORT/SHARED SVCS	4,000	5,000	2,279	1,769
RENT/INS/TAXES/UTILITIES	-	-	128	250
IN KIND SVCS SUPPLIES	20,000	20,000	4,722	21,847
SMALL MISC	7,000	6,000	1,460	4,370
	55,000	58,000	17,473	48,097

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING WATER QUALITY/ RESEARCH PROGRAMS				
CW~GS LEVY	125,750	142,750	142,750	111,130
FEDERAL GRANTS	-	-	5,000	-
OTHER GRANTS/USER FEES	17,600	16,600	18,814	18,121
IN-KIND	20,000	20,000	4,722	21,847
TRANSFER TO/FROM DEF REVENUES	-	3,000	(61,800)	-
	163,350	182,350	109,486	151,098
WAGES & BENEFITS	70,500	85,500	52,796	65,285
SUPPLIES/TECH SERVICES/EQUIP'T	65,850	67,350	37,463	67,819
RECOVERIES FOR SHARED SVCS/FLEET	27,000	29,500	20,528	18,819
	163,350	182,350	110,787	151,923
SURPLUS/(DEFICIT)	-	-	(1,301)	(825)

CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES DETROIT RIVER CLEANUP COALITION				
PROVINCIAL GRANTS	73,500	-	85,000	155,018
FEDERAL GRANTS	73,500	73,500	99,833	78,917
OTHER GRANTS/USER FEES	-	-	-	4,085
TRANSFERS (TO)/FROM DEFERRED REVENUES	12,000	73,500	(25,000)	(92,000)
	159,000	147,000	159,833	146,020
WAGES	121,000	110,000	129,200	102,695
SUPPLIES/OFFICE/JANITORIAL	6,150	7,500	5,500	17,299
VEHICLE/TRAVEL/EQUIP'T USAGE	250	250	4,637	6,754
PLANT MAT/LANDOWNER GRANTS	10,000	10,000	-	2,313
CORP SUPPORT/SHARED SVCS	20,000	19,000	18,000	16,293
RENT/INS/TAXES/UTILITIES	1,600	250	-	500
CAP MAINT/LOW VALUE ASSETS	-	-	-	166
	159,000	147,000	157,337	146,020

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
REGIONAL ENERGY PLAN & CLIMATE CHANGE STUDIES				
CW~GS LEVY	-	-	-	50,000
MUNICIPAL	-	79,100	50,675	221,177
FEDERAL GRANTS	5,000	23,000	29,500	975
OTHER GRANTS/USER FEES	-	10,000	-	70,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	51,000	39,240	(16,359)
	5,000	163,100	119,415	325,793
WAGES	5,000	65,000	87,400	109,206
ENGINEERING/CONSULTING	-	87,000	19,000	194,401
SUPPLIES/OFFICE/JANITORIAL	-	-	1,000	3,536
VEHICLE/TRAVEL/EQUIPT USAGE	-	-	-	2,400
CORP SUPPORT/SHARED SVCS	-	11,100	12,015	17,338
RENT/INS/TAXES/UTILITIES	-	-	-	750
	5,000	163,100	119,415	327,630
OTHER WATER QUALITY STUDIES (FED\$ & PROV\$)				
PROVINCIAL GRANTS	280,000	296,000	539,790	204,706
FEDERAL GRANTS	-	240,000	162,806	208,995
IN-KIND	70,000	-	6,413	12,342
TRANSFERS (TO)/FROM DEFERRED REVENUES	161,900	-	(161,000)	19,077
	511,900	536,000	548,009	445,120
WAGES	241,000	247,295	269,790	225,879
CONSTRUCTION	-	30,000	-	-
CONSULTING/SUB CONTRACTING	52,000	71,705	30,778	30,512
SUPPLIES/OFFICE/JANITORIAL	6,000	2,000	11,692	38,261
VEHICLE/TRAVEL/EQUIPT USAGE	3,000	8,000	5,950	3,186
PLANT MAT/LANDOWNER GRANTS	70,000	114,000	161,261	85,963
CORP SUPPORT/SHARED SVCS	50,900	58,000	52,319	41,003
RENT/INS/TAXES/UTILITIES	-	-	3,169	-
IN KIND SVCS SUPPLIES	70,000	-	6,413	12,342
TECHNICAL EQUIPMENT	19,000	5,000	7,463	7,976
	511,900	536,000	548,835	445,122
OTHER WATER QUALITY FEE FOR SERVICE (SAMPLING/DATA/ANALYSIS)				
FEDERAL GRANTS	37,000	-	16,020	5,000
OTHER	-	21,985	23,000	21,840
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	-	(5,000)
	37,000	21,985	39,020	21,840
WAGES	31,000	16,500	34,122	17,670
CONSULTING/SUB CONTRACTING	-	600	568	631
SUPPLIES/OFFICE/JANITORIAL	500	185	485	123
VEHICLE/TRAVEL/EQUIPT USAGE	-	1,900	1,906	654
CORP SUPPORT/SHARED SVCS	5,500	2,800	5,505	2,762
RENT/INS/TAXES/UTILITIES	-	-	236	-
	37,000	21,985	42,822	21,840

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES				
CW~GS LEVY	-	-	-	50,000
MUNICIPAL	-	79,100	50,675	221,177
PROVINCIAL GRANTS	353,500	296,000	624,790	359,724
FEDERAL GRANTS	115,500	336,500	308,159	293,887
OTHER GRANTS/USER FEES	-	31,985	23,000	95,925
IN-KIND	70,000	-	6,413	12,342
TRANSFER TO/FROM DEF REVENUES	173,900	124,500	(146,760)	(94,282)
	712,900	868,085	866,277	938,774
WAGES & BENEFITS	398,000	438,795	520,512	455,450
SUBSIDIES/MATERIALS/TECH SVCS/EQUIP'T	235,250	328,240	251,950	398,927
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	79,650	101,050	95,948	86,235
	712,900	868,085	868,409	940,612
SURPLUS/(DEFICIT)	-	-	(2,132)	(1,838)



COMMUNITY SERVICES

CATEGORY 1 MANDATORY SERVICES- SUPPORTS ALL MANDATORY SERVICES

CORPORATE COMMUNICATIONS

GENERAL LEVY	189,700	177,700	177,700	125,650
CW~GS LEVY	-	-	-	26,000
ERCF/OTHER GRANTS	5,000	20,000	21,667	-
	194,700	197,700	199,367	151,650

WAGES	174,000	192,000	173,827	148,759
CONSULTING	15,000	-	-	-
SUPPLIES/OFFICE/JANITORIAL	4,800	4,800	13,676	3,895
VEHICLE/TRAVEL/EQUIP'T USAGE	450	450	-	38
CAP MAINT/LOW VALUE ASSETS	450	450	-	-
SMALL MISC	-	-	-	-
	194,700	197,700	187,503	152,693

CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA STAKEHOLDER ENGAGEMENT, OUTREACH & EDUCATION

OUTDOOR & CONSERVATION EDUCATION

GENERAL LEVY	-	-	-	-
CW~GS LEVY	-	16,000	31,000	32,000
OTHER GRANTS/USER FEES	73,000	50,000	54,460	12,787
TRANSFERS (TO)/FROM DEFERRED REVENUES	(20,000)	3,000	(24,300)	(4,500)
	53,000	69,000	61,160	40,287

WAGES	36,100	55,000	59,863	36,775
SUPPLIES/OFFICE/JANITORIAL	2,320	2,670	505	409
VEHICLE/TRAVEL/EQUIP'T USAGE	1,080	830	252	124
CORP SUPPORT/SHARED SVCS	11,900	10,000	9,328	4,500
RENT/INS/TAXES/UTILITIES	1,600	500	1,565	500
SMALL MISC	-	-	-	-
	53,000	69,000	71,513	42,308

OUTREACH & ENGAGEMENT

CW~GS LEVY	61,600	62,600	47,600	95,805
OTHER GRANTS/USER FEES	10,000	30,000	6,835	9,313
	71,600	92,600	54,435	105,118

WAGES	45,000	42,000	42,433	80,527
SUPPLIES/OFFICE/JANITORIAL	3,850	6,150	2,548	5,338
VEHICLE/TRAVEL/EQUIP'T USAGE	1,950	3,200	1,024	2,505
PARTNER GRANTS/PLANT MATERIAL	9,000	19,000	-	2,794
CORP SUPPORT/SHARED SVCS	10,000	21,000	7,067	12,000
RENT/INS/TAXES/UTILITIES	1,300	750	1,221	950
CAP MAINT/LOW VALUE ASSETS	500	500	-	-
TOTAL EXPENSES	71,600	92,600	54,466	104,114
SMALL MISC	-	-	173	-
	71,600	92,600	54,466	104,114

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - STAKEHOLDER ENGAGEMENT, OUTREACH & EDUCATION

CW~GS LEVY	61,600	62,600	47,600	95,805
OTHER GRANTS/USER FEES	10,000	30,000	6,835	9,313
	71,600	92,600	54,435	105,118

WAGES & BENEFITS	45,000	42,000	42,433	80,527
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	14,850	26,600	3,942	9,187
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	11,750	24,000	8,091	14,400

CATEGORY 3 NON MANDATORY SERVICES - FUNDRAISING/COMMUNITY EVENTS & GRANT FUNDED TERM PROJECTS

FEDERAL GRANTS	250	-	4,750	-
OTHER GRANTS/USER FEES	-	32,000	61,810	43,700
TRANSFERS (TO)/FROM DEFERRED REVENUES	49,600	35,500	(17,200)	(43,700)
	49,850	67,500	49,360	-
WAGES	15,250	17,000	25,210	169
TREES/SUPPLIES	34,600	50,500	22,901	317
	49,850	67,500	48,112	486



	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED

CORPORATE SERVICES

CATEGORY 1 MANDATORY SERVICES- CORPORATE & SUPPORT FUNCTIONS

ADMINISTRATION, GOVERNANCE, RISK, COMPLIANCE, HR, FINANCE & IM/IT

GENERAL LEVY	502,550	456,750	487,750	388,608
OTHER GRANTS/USER FEES/RECOVERIES	661,600	660,000	633,530	595,076
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	-	(365)
TRANSFERS (TO)/FROM RESERVES	-	15,000	(5,353)	(23,052)
	1,164,150	1,131,750	1,115,927	960,268

WAGES	816,000	784,000	769,414	604,517
MEMBER EXPENSES/CO DUES	57,500	57,500	54,000	57,613
AUDIT/LEGAL/CONSULTING	48,000	54,900	23,608	77,231
SUPPLIES/EQUIPT/NETWORK	71,150	59,350	56,822	50,786
OCCUPANCY/PHONE	146,500	142,500	145,670	138,446
TRAVEL & BD/STAFF MEETINGS	3,000	2,000	710	2,022
RETIREE BENEFITS	22,000	16,000	19,842	12,125
	1,164,150	1,116,250	1,070,066	942,740

CORPORATE SPECIAL PROJECTS (RECORDS/IS/IT)

TRANSFERS FROM RESERVES	43,000	25,000	-	-
	43,000	25,000	-	-
CONSULTING/OTHER	43,000	25,000	-	-
	43,000	25,000	-	-

TRANSFER TO INFRASTRUCTURE RESERVE

GENERAL LEVY	200,000	300,000	300,000	356,091
CWGS	-	64,000	64,000	-
TRANSFER TO RESERVES	(200,000)	(364,000)	(364,000)	(272,000)
EXTRAORDINARY LOSS	-	-	-	(292,742)
	-	-	-	(208,651)

SUMMARY CATEGORY 1 MANDATORY SERVICES - CORPORATE SERVICES

GENERAL LEVY	702,550	756,750	787,750	744,699
CW~GS LEVY	-	64,000	64,000	-
OTHER GRANTS/USER FEES	661,600	660,000	633,530	595,076
TRANSFER TO/FROM DEF REVENUES	-	-	-	(365)
TRANSFER TO/FROM RESERVES	(157,000)	(324,000)	(369,353)	(295,052)
	1,207,150	1,156,750	1,115,927	1,044,359
WAGES & BENEFITS	816,000	784,000	769,414	604,517
OTHER OPERATING/SUPPLIES/PROF SERVICES	391,150	357,250	300,652	630,965
	1,207,150	1,141,250	1,070,066	1,235,482
SURPLUS/(DEFICIT)	-	15,500	45,860	(191,124)

NON MANDATORY SERVICES- ESSEX REGION CONSERVATION GOVERNANCE & FINANCE SUPPORTS

GRANT TO ERCA FOR STAFF SUPPORTS	55,000	10,000	18,333	30,000
ERCF-RELATED WAGE SUPPORTS	55,000	25,500	37,883	48,636
NET FINANCIAL SUPPORT OF/(PROVIDED BY) ERCF	-	(15,500)	(19,550)	(18,636)

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
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AUTHORITY FINANCIAL SUMMARY OF PROGRAMS & SERVICES BY CATEGORY

CATEGORY 1 MANDATORY PROGRAMS & SERVICES				
Risks of Hazards, Conservation and Management of Lands, Source Protection Authority & Corporate Svcs				
Total Municipal Levies associated with mandatory programs & services	2,688,953	2,631,269	2,565,769	2,377,034
Other Government Funding	245,605	265,105	268,648	218,792
Self-generated/Other Grants	1,813,850	1,681,550	1,848,568	1,567,912
Deferred Revenue Transfers	4,000	5,800	7,935	22,399
Reserve transfers	(109,000)	(306,000)	(401,353)	(312,052)
Total revenues associated with mandatory programs & services	4,643,408	4,277,724	4,289,566	3,874,085
Operational Expenses associated with mandatory services				
Wages & benefits -ERCA operations	3,036,300	2,796,500	2,709,165	2,396,683
Plant material, removals and landowner subsidies - ERCA operations	48,071	30,371	26,404	3,689
Site & operational supplies/services - Conservation Areas	70,545	77,821	75,538	45,245
Office supplies & expenses - other ERCA programs	14,480	19,130	15,020	20,675
Occupancy, taxes, utilities & waste removal	295,260	282,860	274,101	262,626
Maintenance, repairs & security-sites	87,900	46,100	69,063	41,442
Maintenance, repairs & supplies-fleet/equipment	94,500	100,900	108,320	99,033
Equipment, software/hardware & website- ERCA operations	75,523	95,173	69,185	36,670
Technical & sub-contracted services/consulting - ERCA operations	159,000	75,000	43,960	45,358
Insurance, audit & legal	124,050	104,600	110,194	163,393
Dues & memberships	50,229	49,229	45,376	47,559
Travel, training & professional development	15,750	15,750	5,817	1,876
Board ,committee & meeting expenses	20,000	19,000	15,000	21,487
Bank, credit card charges and interest	17,600	9,600	19,632	15,574
Internal recoveries included in revenues	449,200	452,190	412,301	370,063
Fleet/Equipment replacement	85,000	88,000	93,246	53,635
Other	-	-	-	(0)
Extraordinary item	-	-	-	292,787
Total operational expenses -mandatory programs	4,643,408	4,262,224	4,092,321	3,917,793
Operating surplus/(Deficit) - mandatory programs/services	-	15,500	197,245	(43,709)
Capital projects associated with conservation areas infrastructure				
Total Municipal Levies associated with capital projects/infrastructure	23,500	15,000	15,000	-
Transfers from Infrastructure Reserve	27,000	425,000	366,500	569,193
Grants from ERCF/Other funders	842,000	260,000	463,403	886,795
Total revenues associated with capital projects/infrastructure	892,500	700,000	844,903	1,455,988
Construction/engineering-ERCA capital projects (transferred to Tangible Capital Assets at year end)	878,500	685,000	856,547	196,281
Wages	14,000	15,000	43,106	13,986
Capitalized Infrastructure replacement				1,245,839
Total ERCA infrastructure investment	892,500	700,000	899,653	1,456,106
Surplus/(Deficit) - capital projects	-	-	(54,750)	(118)
TOTAL SURPLUS/(DEFICIT)-MANDATORY ACTIVITIES	-	15,500	142,495	(43,826)

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
CATEGORY 3 NON MANDATORY PROGRAMS & SERVICES				
On-going recurring core watershed programs & services				
Total Municipal Levies associated with non-mandatory programs & services	827,850	808,350	873,850	959,632
Other Government \$	110,000	90,500	65,281	100,486
Self-generated/Other grants	806,200	766,700	894,037	533,638
Deferred Revenue Transfers	(447,400)	(442,600)	(524,047)	(399,228)
Total revenues associated with ERCA-ongoing non-mandatory programs & services	1,296,650	1,222,950	1,309,120	1,194,528
	1,296,650			
Expenses associated with ERCA ongoing non-mandatory programs & services				
Wages & benefits -non mandatory operations	631,500	584,750	626,293	605,821
Construction& consulting engineering	13,700	17,500	29,043	17,949
Plants, removals and landowner subsidies	255,500	262,500	286,729	149,907
Supplies	39,585	44,085	40,575	24,426
Maintenance, repairs & security	21,072	19,086	22,502	29,516
Occupancy, taxes, utilities & waste removal	38,553	36,653	38,559	34,020
Equipment, software/hardware & website	7,000	6,750	6,715	7,373
Lab, data, technical & sub-contracted services	14,750	12,000	28,046	14,625
Insurance & legal	33,600	26,600	26,113	30,738
Dues & memberships	650	450	3,872	4,741
Travel, training & professional development	2,790	2,790	1,298	813
Bank, credit card charges and interest	10,700	4,500	11,911	5,246
In-kind supplies & services	20,000	20,000	19,200	26,879
Land acquisition	-	-	-	115,562
Recoveries-shared/corp svcs/fleet	207,250	200,786	199,023	146,650
	1,296,650	1,238,450	1,339,879	1,214,268
Surplus/(Deficit) associated with ERCA-ongoing non-mandatory programs & services	-	(15,500)	(30,759)	(19,739)
Category 2 & 3 Municipal and Non Mandatory Term-limited projects with special grants and fixed terms				
Total Municipal Levies associated with term-limited special projects	-	-	-	50,000
Municipal Special Project/Fee For Service	1,112,500	2,023,600	383,444	1,088,846
Other Government \$	651,250	1,005,125	1,229,198	855,588
Self-generated/Other grants	82,250	119,735	168,867	173,305
Deferred Revenue Transfer	223,500	306,150	(170,411)	(72,957)
Total Revenues associated with term limited 3rd-party funded projects & services	2,069,500	3,454,610	1,611,099	2,094,782
Expenses associated with term limited 3rd-party funded projects & services				
Wages & benefits -special grant & municipal projects	461,550	557,545	677,858	535,886
Construction& consulting engineering-special grant & municipal	1,266,500	2,537,750	548,362	1,236,866
Plants, removals and landowner subsidies-special grant projects	101,000	160,000	171,984	88,918
Program supplies- special grant projects	16,150	23,185	29,654	32,899
Maintenance, repairs & security	-	-	846	-
Occupancy, taxes, utilities & waste removal	1,000	1,000	1,000	932
Equipment, software/hardware & website-special grant projects	20,000	6,000	13,149	40,979
Lab, data, technical & sub-contracted services-special grant	32,000	22,305	24,803	33,406
Insurance & legal	3,500	1,250	6,090	3,548
Dues & memberships	-	-	-	-

	2022 DRAFT BUDGET	2021 BUDGET	2021 PROJECTION	2020 AUDITED
Surplus/(Deficit) associated with term limited 3rd party funded projects & services	-	-	(3,806)	(2,326)
SURPLUS/(DEFICIT) ASSOCIATED WITH ALL NON MANDATORY ACTIVITIES	-	(15,500)	(34,565)	(22,066)
Consolidated Surplus(Deficit)	-	-	107,929	(65,892)
Municipal Levies associated with mandatory services	2,712,453	2,646,269	2,580,769	2,377,034
Municipal Levies associated with non-mandatory services	827,850	808,350	873,850	1,009,632
Total Municipal Levies	3,540,303	3,454,619	3,454,619	3,386,666

AUTHORITY FINANCIAL SUMMARY- ALL PROGRAMS & SERVICES

Levy - Operations	\$ 2,712,453	\$ 2,485,204	\$ 2,485,204	\$ 2,336,666
Levy - Clean Water~Green Spaces	827,850	969,415	969,415	1,050,000
Total Municipal Levy	3,540,303	3,454,619	3,454,619	3,386,666
Water & erosion control infrastructure and special projects	1,097,000	2,011,600	455,444	1,028,788
Risk management services	15,500	12,000	28,000	60,058
	4,652,803	5,478,219	3,938,063	4,475,512
Provincial				
Section 39 Flood/Erosion Program	104,417	104,417	104,417	104,417
Drinking Water Source Protection	95,500	95,000	92,500	52,734
WECI (Water Erosion Control Infrastructure Grant)	-	17,625	(26,652)	52,875
Other (CMOG, SEO etc)	806,188	474,188	722,058	519,926
	1,006,105	691,230	892,323	729,953
Federal	341,750	729,500	837,052	996,414
Total Government Transfer Payments & Fees-For-Services	6,000,658	6,898,949	5,667,439	6,201,879
Other revenues				
Permit and applicant fees - mandatory services	823,500	721,000	867,210	708,358
Admissions, program fees & other services	662,100	498,385	745,732	(608,850)
Leases & property rentals	85,500	80,600	85,337	80,255
Donations and other grants				
General	113,000	193,500	256,168	156,010
Essex Region Conservation Foundation grants	467,000	421,500	460,780	544,276
In-kind contributions	90,000	20,000	30,613	39,222
Interest income	30,000	30,000	25,935	64,690
Total other revenues	2,271,100	1,964,985	2,471,776	983,961
Transfers from/(to) deferred revenues	(45,900)	(130,650)	(822,999)	(545,651)
Interdepartmental recoveries	758,200	803,000	767,065	668,848
TOTAL REVENUES	\$ 8,984,058	\$ 9,536,284	\$ 8,083,280	\$ 7,309,037

	2022	2021	2021	2020
	DRAFT BUDGET	BUDGET	PROJECTION	AUDITED
EXPENSES BY CLASSIFICATION				
Wages & benefits -ERCA operations	\$ 3,681,800	\$ 3,396,250	\$ 3,378,563	3,016,491
Wages & benefits -special grant projects	461,550	557,545	677,858	535,886
Construction-municipal projects	283,500	481,750	155,019	61,385
Construction-special grant projects	1,000,000	1,977,000	408,533	1,176,295
Construction-ERCA capital projects	938,200	818,000	795,958	178,516
Plant material, removals and landowner subsidies-special grant projects	343,571	368,571	471,747	229,364
Plant material, removals and landowner subsidies - ERCA operations	61,000	84,300	13,371	18,129
Program supplies- special grant projects	39,750	39,785	43,484	41,665
Site & operational supplies - Conservation Areas	92,273	75,899	100,993	60,754
Office supplies & expenses - other ERCA operations	23,737	35,037	24,636	24,683
Maintenance, repairs & security-sites	108,972	55,186	83,892	70,530
Maintenance, repairs & supplies-fleet/equipment	94,500	100,900	108,320	99,033
Equipment, software/hardware & website-special grant projects	24,000	10,000	14,123	43,913
Equipment, software/hardware & website - ERCA operations	86,523	97,923	118,689	41,109
Lab, data, technical & sub-contracted services - special grant	46,750	34,305	37,585	46,880
Lab, data, technical & sub-contracted services - ERCA operations	42,500	52,500	66,957	45,259
Insurance, audit & legal	161,150	132,450	142,396	197,679
Dues & memberships	50,879	49,679	49,248	52,300
Travel, training & professional development	18,540	18,540	8,006	3,314
Board, committee & meeting expenses	20,000	19,000	15,000	21,487
Bank, credit card charges and interest	28,300	14,100	32,814	20,820
In-kind supplies & services	90,000	20,000	25,613	39,222
Amortization	317,500	315,500	312,500	309,545
Extraordinary item	-	-	-	292,742
Internal recoveries included in revenues	784,750	808,051	763,018	655,160
TOTAL EXPENSES	\$ 9,134,558	\$ 9,882,784	\$ 8,166,013	\$ 7,579,784
Total Revenues	8,984,058	9,536,284	8,089,541	8,362,242
Total Expenses	9,134,558	9,882,784	8,166,013	7,579,784
SURPLUS/(DEFICIT) (ACCRUAL BASIS)	(150,500)	(346,500)	(76,472)	782,458
ADD/SUBTRACT: NON CASH ITEMS				
Amortization	317,500	315,500	312,500	309,545
Transfers from Reserves (Per Schedule)	344,000	-	-	819,693
DEDUCT: CAPITAL ITEMS				
Land acquisition	-	-	-	(115,562)
Purchased fleet/equipment	(85,000)	(88,000)	(93,246)	(53,635)
Infrastructure additions	-	-	-	(1,245,839)
(DECREASE)/INCREASE IN NET SURPLUS (prior to reserve transfers)	426,000	(119,000)	142,782	496,660
TRANSFER (TO) RESERVES (Per Schedule)	(426,000)	119,000	(34,853)	(562,552)
INCREASE/(DECREASE) IN UNRESTRICTED ACCUMULATED OPERATING FUND SURPLUS	\$ -	\$ -	\$ 107,929	\$ (65,892)

Appendix B: Draft Municipal Levy Schedule (2.5%)

MUNICIPALITY	CVA % 2022	CVA % 2021	General Levy 2022	General Levy 2021	CW-GS Levy 2022	CW-GS Levy 2021	Total Levies 2022	Total Levies 2021	2022-2021	%
Town of Amherstburg	6.00%	5.95%	\$162,713	\$147,897	\$49,660	\$57,691	\$212,373	\$205,588	\$6,785	3.3%
Town of Essex	4.76%	4.76%	129,173	118,222	39,424	46,115	168,597	164,337	4,260	2.6%
Town of Kingsville	6.34%	6.24%	171,975	154,982	52,487	60,455	224,462	215,437	9,026	4.2%
Municipality of Lakeshore	9.69%	9.61%	262,878	238,901	80,231	93,189	343,109	332,090	11,019	3.3%
Town of Lasalle	8.95%	8.83%	242,710	219,360	74,076	85,567	316,785	304,927	11,858	3.9%
Town of Leamington	6.17%	6.07%	167,404	150,891	51,092	58,859	218,497	209,749	8,748	4.2%
Town of Pelee	0.28%	0.28%	7,490	6,883	2,286	2,685	9,776	9,568	207	2.2%
Town of Tecumseh	8.27%	8.33%	224,440	206,947	68,500	80,725	292,940	287,672	5,269	1.8%
City of Windsor	49.54%	49.94%	1,343,671	1,241,121	410,093	484,130	1,753,764	1,725,250	28,513	1.7%
TOTALS	100%	100%	\$2,712,453	\$2,485,204	\$827,850	\$969,415	\$3,540,303	\$3,454,619	\$85,684	2.5%



Appendix C: Draft Reserves Continuity Schedule

ESSEX REGION CONSERVATION AUTHORITY 2022 PROJECTED RESERVES	INFRA- STRUCTURE / MAJOR MAINTENANCE	REVENUE STABILIZATION	GRANT MATCHING	VEHICLE/ CA EQUIP'T	SUITE/F&F/ IT/IS	HUMAN RESOURCES/ ADMIN	LEGAL/ INSURANCE	HISTORIC PROPERTIES	TREE WARRANTY & SELF- INSURANCE	OTHER WATERSHED	TOTAL RESERVES
PROJECTED OPENING BALANCE -01/01/2022	\$94,198	\$148,342	\$100,000	\$164,287	\$274,508	\$104,685	\$50,000	\$90,374	\$90,000	\$47,857	\$1,164,250
Transfers to reserves	200,000	-	-	-	-	-	-	15,000	-	-	215,000
Interest	-	-	-	-	-	-	-	-	-	-	-
Repayments	211,000	-	-	-	-	-	-	-	-	-	211,000
AVAILABLE BALANCE	505,198	148,342	100,000	164,287	274,508	104,685	50,000	105,374	90,000	47,857	1,590,250
RESERVE FUND EXPENSES/ TRANSFERS											
JRPH museum repairs	100,000	-	-	-	-	-	-	36,000	-	-	136,000
Greenways culvert/ crossing condition assessment	26,000	-	-	-	-	-	-	-	-	-	26,000
Parking lot(s) resurfacing	60,000	-	-	-	-	-	-	-	-	-	60,000
Conservation areas signage	16,000	-	-	-	-	-	-	-	-	-	16,000
Train Station maintenance & repairs	-	-	-	-	-	-	-	20,000	-	-	20,000
Vehicles/Equipment	-	-	-	43,000	-	-	-	-	-	-	43,000
Cloud Infrastructure/ Servers Project	-	-	-	-	43,000	-	-	-	-	-	43,000
TOTAL EXPENSES	202,000	-	-	43,000	43,000	-	-	56,000	-	-	344,000
PROJECTED CLOSING BALANCE 12/31/2022	\$303,198	\$148,342	\$100,000	\$121,287	\$231,508	\$104,685	\$50,000	\$49,374	\$90,000	\$47,857	\$1,246,250
											\$82,000

Appendix D: Funding Sources by Service Delivery Area

Primary Function/Dept	Program Sub-Unit	Budgeted Expenses	General Levy	CW~GS Levy	Municipal Special	Prov TPAs-Mandatory Service	Prov Special Grant	Federal	Fees/Grants/Def Rev	(To/From) Reserves	Total	Levy %	Levy Per Household
Watershed Management Programs & Services													
Risks of Natural Hazards	Development Services	\$961,050	\$246,050	\$-	\$-	\$-	\$-	\$-	\$715,000	\$-	\$961,050	26%	\$1.61
Risks of Natural Hazards	Planning - Hazards	215,650	107,150	-	-	-	-	-	108,500	-	215,650	50%	\$0.70
Risks of Natural Hazards	Flood Forecasting & Warning	242,280	137,863	-	-	104,417	-	-	-	-	242,280	57%	\$0.90
Risks of Natural Hazards	Watershed Engineering	76,150	76,150	-	-	-	-	-	-	-	76,150	100%	\$0.50
Risks of Natural Hazards	Climate Change - Hazards	25,000	25,000	-	-	-	-	-	-	-	25,000	100%	\$0.16
Non Mandatory Services	Plan Review - Natural Heritage	59,500	-	59,500	-	-	-	-	-	-	59,500	100%	\$0.39
Non Mandatory Services	Municipal WECl Projects	-	-	-	-	-	-	-	-	-	-	0%	\$-
Non Mandatory Services	Municipal Technical Studies	279,000	-	-	97,000	-	182,000	-	-	-	279,000	0%	\$-
Watershed Management Summary		1,858,630	592,213	59,500	97,000	104,417	182,000	-	823,500	-	1,858,630	35%	\$4.26
Conservation Programs & Services													
Lands Mgmt/Conservation	Conservation Program, Management Plans & Land Strategies	158,515	158,515	-	-	-	-	-	-	-	158,515	100%	\$1.04
Lands Mgmt/Conservation	Conservation Areas & Infrastructure Maintenance	840,010	704,360	-	-	-	-	-	115,650	20,000	840,010	84%	\$4.61
Lands Mgmt/Conservation	Tree Planting & Restoration - Conservation Areas	169,300	124,300	-	-	-	10,000	-	35,000	-	169,300	73%	\$0.81
Lands Mgmt/Conservation	Capital Projects/Infrastructure	892,500	23,500	-	-	-	161,000	180,000	501,000	27,000	892,500	3%	\$0.15
Lands Mgmt/Conservation/ Prov Agreement	John R Park Homestead -Museum & Programs	273,003	189,565	-	-	-	23,688	6,000	68,750	(15,000)	273,003	69%	\$1.24
Lands Management/ Conservation	Fleet/Equipment	197,350	27,750	-	-	-	-	-	126,600	43,000	197,350	14%	\$0.18
Lands Management/ Conservation	Transfer to Infrastructure Reserve - Cons Areas/ Greenways	-	200,000	-	-	-	-	-	-	(200,000)	-	-	\$1.31
Non Mandatory Services	Land Securement and Acquisition	47,000	-	500,000	-	-	-	-	(453,000)	-	47,000	100%	\$3.27
Non Mandatory Services	Treeplanting/Restoration-Private Lands	525,600	-	75,000	-	-	70,000	40,000	340,600	-	525,600	14%	\$0.49
Non Mandatory Services	Holiday Beach Recreation/ Camping	321,600	-	6,000	-	-	-	-	315,600	-	321,600	2%	\$0.04
Fee for Service/ Contracts	Special Term Projects (Municipal/other)	1,000,000	-	-	1,000,000	-	-	-	-	-	1,000,000	0%	\$-
Fee for Service/ Contracts	Property Maintenance	12,250	-	-	-	-	-	-	12,250	-	12,250	0%	\$-
Conservation/Lands Summary		4,437,128	1,427,990	581,000	1,000,000	-	264,688	226,000	1,062,450	(125,000)	4,437,128	45%	\$13.14

Appendix D: Funding Source by Service Delivery Area (cont'd)

Watershed Research Programs & Services													
Source Protection Authority under CWA	Drinking Water Source Protection	95,500	-	-	-	95,500	-	-	-	-	95,500	0%	\$-
Municipal Services provided through Agreements	Risk Management Services	15,500	-	-	15,500	-	-	-	-	-	15,500	0%	\$-
Non Mandatory Services	Water Quality & Research Program	54,000	-	54,000	-	-	-	-	-	-	54,000	100%	\$0.35
Non Mandatory Services	Demonstration/ Research Farm	54,350	-	36,750	-	-	-	-	17,600	-	54,350	68%	\$0.24
Non Mandatory Services	Landowner Stewardship/ Extension Services	55,000	-	35,000	-	-	-	-	20,000	-	55,000	64%	\$0.23
NMS Special/Term Projects	Detroit River CDN Cleanup	159,000	-	-	-	-	73,500	73,500	12,000	-	159,000	0%	\$-
NMS Special/Term Projects	Climate Change Collaborative/Studies	5,000	-	-	-	-	-	5,000	-	-	5,000	0%	\$-
NMS Special/Term Projects	Water Quality & Research Studies	511,900	-	-	-	-	280,000	-	231,900	-	511,900	0%	\$-
Watershed Research Summary		950,250	-	125,750	15,500	95,500	353,500	78,500	281,500	-	950,250	13%	\$0.82
Community Outreach Programs & Services													
Mandatory	Corporate Communications	194,700	189,700	-	-	-	-	-	5,000	-	194,700	97%	\$1.24
Non Mandatory Services	Outdoor/Conservation Education	53,000	-	-	-	-	-	-	53,000	-	53,000	0%	\$-
Non Mandatory Services	Outreach & Partnerships	71,600	-	61,600	-	-	-	-	10,000	-	71,600	86%	\$0.40
NMS Special/Term Projects	Grant - funded Projects/ Events	49,850	-	-	-	-	-	250	49,600	-	49,850	0%	\$-
Community Outreach Summary		369,150	189,700	61,600	-	-	-	250	117,600	-	369,150	68%	\$1.64
Administration & Corporate Services													
Mandatory	Corporate Services	1,164,150	502,550	-	-	-	-	-	661,600	-	1,164,150	43%	\$3.29
Mandatory	Special Projects (HR/IT)	43,000	-	-	-	-	-	-	-	43,000	43,000	0%	\$-
Non Mandatory Services	Essex Region Conservation Foundation Supports	55,000	-	-	-	-	-	-	55,000	-	55,000	0%	\$-
TBD	Administrative Reserves	-	-	-	-	-	-	-	-	-	-	0%	\$-
Administration & Corporate Services Summary		1,262,150	502,550	-	-	-	-	-	716,600	43,000	1,262,150	0%	3.29
		\$8,877,308	\$2,712,453	\$827,850	\$1,112,500	\$199,917	\$800,188	\$304,750	\$3,001,650	-\$82,000	\$8,877,308	40%	\$23.15
Mandatory Services (BOLDED)		\$5,603,158	\$2,712,453	\$-	\$-	\$199,917	\$194,688	\$186,000	\$2,337,100	-\$82,000	\$5,548,158	49%	17.74
Non Mandatory Services		\$3,274,150	\$-	\$827,850	\$1,112,500	\$-	\$605,500	\$118,750	\$664,550	\$-	\$3,329,150	25%	5.41

Appendix E: Where Does Your Levy Go?



ERCA Board

Tania Jobin, Town of Tecumseh - Chair	Larry Patterson, Town of Kingsville	Dayne Malloch, Township of Pelee
Kieran McKenzie, City of Windsor - Vice Chair	Tracey Bailey, Municipality of Lakeshore	Joe Bachetti, Town of Tecumseh
Peter Courtney, Town of Amherstburg	Len Janisse, Municipality of Lakeshore	Jeewen Gill, City of Windsor
Michael Prue, Town of Amherstburg	Mark Carrick, Town of LaSalle	Jim Morrison, City of Windsor
Morley Bowman, Town of Essex	Sue Desjarlais, Town of LaSalle	Ed Sleiman, City of Windsor
Chris Vander Doelen, Town of Essex	Trevor Jones, Municipality of Leamington	
Laura Lucier, Town of Kingsville	Larry Verbeke, Municipality of Leamington	

ERCA Staff

Tim Byrne Chief Administrative Officer / Secretary Treasurer

Corporate Services

Shelley McMullen	Chief Financial Officer / Director, Finance & Corporate Services
Tom Dufour	Geomatics Technician
Nicole Kupnicki	Human Resources Manager / Executive Assistant
Lisa Pavan	Administrative Associate: Corporate Services
Ryan Rossman	Director, Information Technology Services
Bryan Schmidt	Application Support Technician
Kristen Walton	Payroll & Accounting Specialist

Conservation Services

Kevin Money	Director, Conservation Services
Kathryn Arthur	Restoration Biologist
Tim Baxter	Conservation Area Technician
Michael Dick	Agricultural Technician
Rob Davies	Forester
TBD	Water Quality Technician
Russ Jones	Conservation Area Technician
Dan Lebedyk	Biologist / Ecologist
Bevin Martin	Conservation Area Technician
Devin McCann	Assistant Superintendent, HBCA
Katie Stammler	Water Quality Scientist / Project Manager, Source Water Protection
Jacqueline Serran	Detroit River Remedial Action Plan Coordinator
William Tate	Superintendent, Field Operations
Amy Weinz	Water Quality Technician
Laren Weller	Watershed Data Technician

Watershed Management Services

James Bryant	Director, Watershed Management Services
Vitra Chodha	Resource Planner
Sydney Clackett	Regulations Analyst
Kim Darroch	Team Lead, Planning Services
Lina Florian	Watershed Engineer
Tom Gutpell	Engineering Technologist
Ashley Gyori	Regulations Analyst
Dan Jenner	Regulations Coordinator
Summer Locknick	Regulations Technician
Tian Martin	Water Resources Engineer
Madison McKnight	Surveyor / Technical Assistant (PT)
Laura Neufeld (LOA)	Regulations Technician
Kathleen Schnekenburger	Regulations Technician

Community Outreach Services

Danielle Breault Stuebing	Director, Communications & Outreach Services
Kris Ives	Curator / Education Coordinator
Madison McKnight	Surveyor / Technical Assistant (PT)
TBD	Interpreter
Gina Pannunzio	Partnerships & Outreach Coordinator
Jessica Rose (LOA)	Environmental Educator
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Graphic Design

Aaron Zimmer, Multi-Media Specialist



Essex Region Conservation Authority **2021 Annual Report**



Essex Region Conservation
the place for life



Land Acknowledgement

We acknowledge that the Conservation lands on which we gather are the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomie Peoples.

To recognize the land is an expression of gratitude and appreciation to those whose territory you reside on, and a way of honouring the Indigenous people who have been living and working on the land from time immemorial. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island, and are committed to advancing the 94 calls to action from the Truth and Reconciliation Commission of Canada.



A Message From **The Chair**

2021 brought yet another year of change and adaptation. As always, ERCA continued to rise to meet these new challenges.

Our organization was fortunate to benefit from over 35 years of experience as Tim Byrne accepted the permanent role of CAO/Secretary Treasurer. His knowledge continues to be of significant importance as Conservation Authorities across the Province navigate the changes to the Conservation Authorities Act. The value of the work that ERCA does to ensure the sustainability of our region’s ecosystem and infrastructure cannot be overstated.

As an elected official, I believe that if we want our Windsor-Essex community to continue to be a place of choice to live, work and

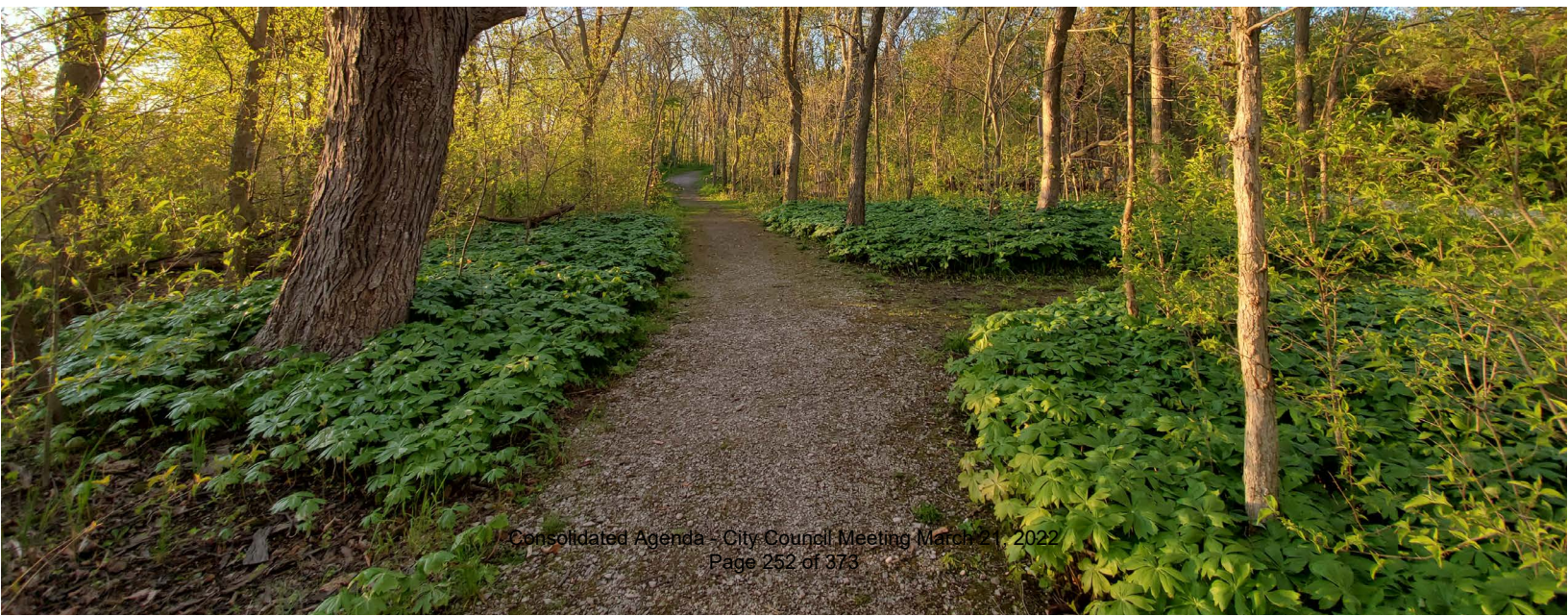
invest in, we need to work together to protect and restore our natural environment. In my opinion, no one municipality can do this on its own. The most efficient and effective path forward will be to ensure the critically important work of making our region resilient continues to be undertaken on an integrated watershed-management basis.

As always, I’d like to extend my sincerest appreciation to the staff and my fellow Board members for their ongoing dedication. Your commitment to this organization is unparalleled. As we transition to meet the changes to the

Conservation Authorities Act, I look forward continuing to work collaboratively with all member municipalities, senior levels of government, partners and stakeholders to ensure that we collectively strive to ensure a future of sustainability for our region.

Sincerely,

Tania Jobin,
Chair





A Message From The Chief Administrative Officer

What's stood out most is the remarkable community-wide support for the conservation work that ERCA does.

Reflecting back on this first year serving the Authority in the role of CAO, what's stood out most is the remarkable community-wide support for the conservation work that ERCA does, and the sense of pride that people have in the Windsor-Essex-Pelee Island community. It has truly been my privilege to interact with such a diverse cross-section of elected officials, municipal administrators, partners and stakeholders with the common goal of achieving a state of sustainability for our region.

There's no question that there have been challenges this year. As the impacts of the ongoing pandemic intersected with the changes to the Conservation Authorities Act, organizational modifications were required. But, over the past 35 years with the Authority, I've learned that change is inevitable, and is best managed with acknowledgment, action and communication.

Our proactive work to inventory programs and services as mandatory or non-mandatory at the beginning of the year has positioned us well to move forward in transitioning to meet the requirements identified in Regulations. ERCA was noted as a leader amongst other Conservation Authorities, and the revised reporting model was adopted by several other authorities across the province.

Through lockdowns and various stages of Ontario's reopening, ERCA staff continued to provide seamless service to regional residents, and continued our science-based approach to ecosystem management. Despite pressures from the relentless pace of permit and development applications, the substantial increase in visitation to Conservation Areas, several major infrastructure construction projects, significant transformations to financial and technological processes, and finding creative ways

to engage with the community, staff consistently exceeded expectations. The work undertaken by ERCA and all Conservation Authorities is important to making our region sustainable. Flood mitigation, protection against natural hazards and improving resilience to climate change are all critically important roles. But as we've seen in these past few years in particular, conservation areas and trails, green spaces, and opportunities to immerse in nature are also paramount to a community's health and well-being. I look forward to continuing to serve our member municipalities and the residents of this region in delivering these important services long into the future.

Yours in conservation,

Tim Byrne,
Chief Administrative Officer/
Secretary-Treasurer



Watershed Highlights

Like all Conservation Authorities,

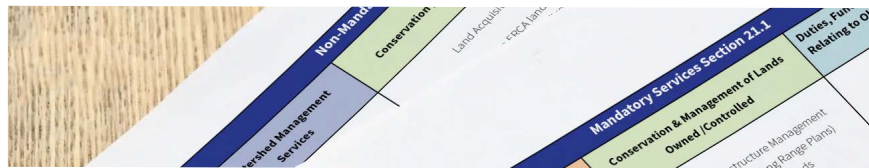
ERCA is a public sector organization that develops and delivers resource management programs to safeguard our watersheds. Governed by the Conservation Authorities Act, Conservation Authorities apply an integrated watershed management approach to ecosystem management.

In October, the Province of Ontario released the Regulations associated with the changes to the Conservation Authorities Act which confirmed the proactive work undertaken by ERCA to categorize programs and services into mandatory and non-mandatory classifications.

The highlights on the following pages provide a snapshot of the projects, programs and services implemented this year to improve sustainability through watershed management in the Windsor-Essex- Pelee Island region.



Corporate



Watershed Management



Conservation



Watershed Research



Communications & Outreach





Corporate Services

Corporate Services provides leadership and management in the delivery of all programs and services, central to the successful functioning of the entire organization, through the office of the CAO, and is a mandatory service.

Corporate Services is organized into four program areas:

- **Governance & Risk**
- **Human Resources**
- **Financial Services**
- **Information Management**

Team members work collectively to ensure corporate compliance with multiple pieces of legislation.



This year, to strengthen organizational resiliency through Corporate Services, ERCA:

Completed the inventory to identify programs and services as mandatory or non-mandatory, as required under Section 21.1.4 (2) of the Conservation Authorities Act. Significant progress was made, specific to changes to the Authority's financial reports and documents, to proactively respond to the legitimate need for transparency and accountability for public funds. ERCA was noted as a leader amongst other Conservation Authorities, and the revised reporting model was adopted by several.

Implemented new security protocols, including multifactor authentication, stronger policies and advanced staff training.

Developed and completed necessary changes to financial information systems to comply with the financial component of the inventory of programs & services, required by February 22, 2022.

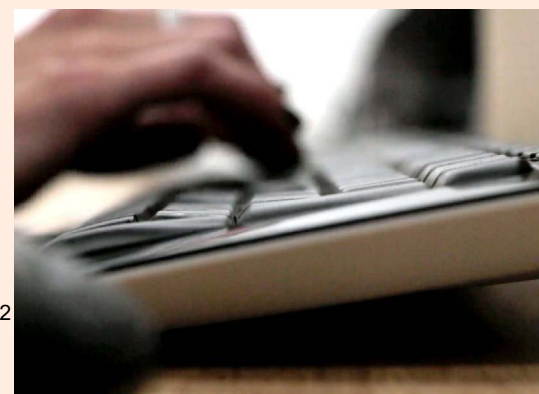
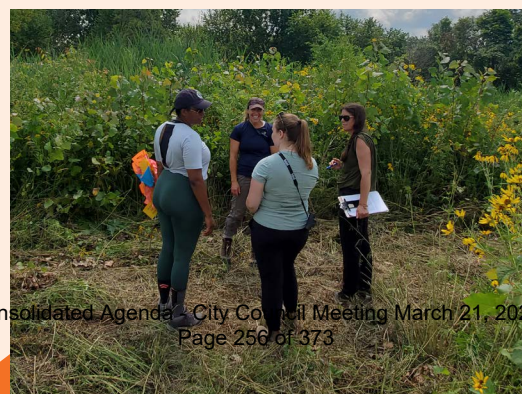
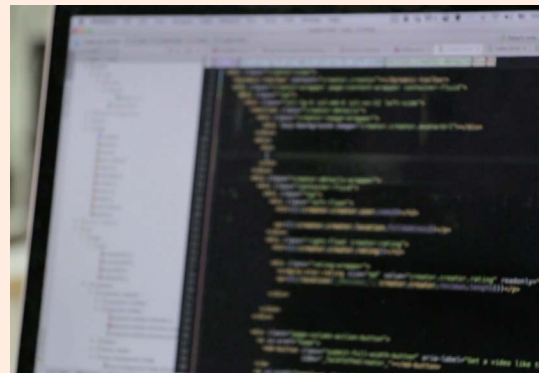
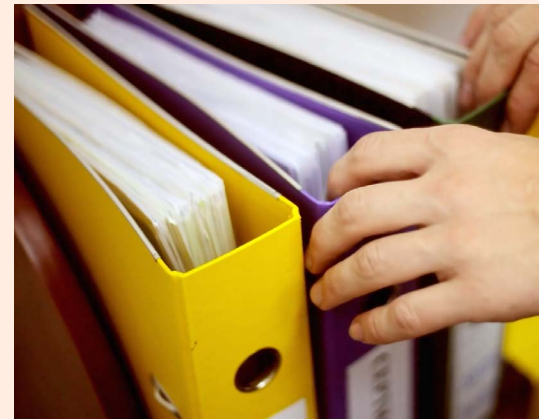
Provided significant support to the Essex Region Conservation Foundation as it updated its Strategic Plan, undertook a comprehensive governance review, and completed its application for Reaccreditation to the Imagine Canada Standards for Charities and Non-Profits.

Adopted a standardized, Managed Desktop Service provider, enabling ERCA to take advantage of economies of scale in pricing as well as offer new, high quality support services preciously outside of reach.

Developed the Essex Region Conservation Authority Transition Plan, outlining the work plan and timelines to align budgets with Mandatory Programs and Services and Non-Mandatory Programs and Services, and execute agreements with municipalities to deliver non-mandatory services as outlined in O. Reg. 686/21.

Migrated financial system to a cloud-hosted platform to remove previously identified single points of failure, and add additional support and redundancies by having a host provider with multiple data centers across multiple regions in North America. These improvements will deliver a cost contained financial solution for years to come and provides ERCA with future opportunities for growth and integrations of services.

Implemented a cloud-based Accounts Payable system to strengthen procurement and purchasing internal controls, authorizations, and oversight by the Authority's responsible officers. Efficiencies are realized by way of direct integration to other financial systems, reducing manual data entry and errors.





Watershed Management Services

Watershed Management Services are identified as mandatory and ensure that development in the region progresses in a sustainable manner.

They also ensure development is directed away from natural hazards while protecting natural heritage features and water resources. Managing the risks associated with the natural hazards of flooding and erosion is one of the primary roles of conservation authorities under the Conservation Authorities Act. This is fulfilled through the delivery of multiple natural resource management programs and services, including flood plain management and mapping, water and erosion control infrastructure planning, and stormwater management.

Though Lake levels began to recede this year, they are still over 1.0 metre above long-term average. The potential impacts of bluff stability and erosion are yet to be fully recognized as water levels decline from record highs sustained for an unprecedented period of time. While there were fewer flooding events this year, the region was still under an elevated form of caution for 101 days.

Development Services, Watershed/Water Resources Engineering and Flood Management/Flood Forecasting and Warning are identified as mandatory services, while Watershed Planning falls under both the mandatory (hazard planning), and non-mandatory (operational planning) categories.





In delivering Watershed Management Services to the Essex region in 2021, ERCA:

Evaluated 1182 applications and issued 1076 permits.

Responded to over 1289 Miscellaneous Development (MD) inquiries related to questions about property matters, or from prospective purchasers with questions concerning a potential property purchase.

Improved efficiencies and capacity to act by streamlining various processes and risk managing low risk development activities. ERCA eliminated the requirement for S.28 permits related to inland pools and decks, eliminating 150-200 applications and enabling staff to focus on higher risk applications. Additionally, the ERCA Board of Directors approved a new policy to streamline the application process related to certain municipal infrastructure repairs.

Reviewed over 858 planning applications under the Planning Act (Zoning By-Law amendments, minor variances, consents, etc.). The review of these applications assists landowners and municipalities in reducing risks associated with flooding and erosion and protecting natural heritage, and ensures best practices for sustainable communities are being incorporated into planning and development.

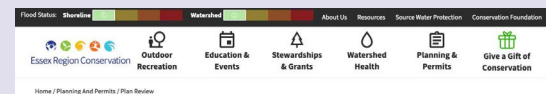
Reviewed 3 Official Plan updates to ensure local planning decisions address provincial delegated authority responsibilities relative to natural hazards. Continued to advise member municipalities on natural heritage matters.

Worked with the City of Windsor to update the Regulatory Floodplain Maps for the Little River Watershed, as part of the Sandwich South Master Servicing Study. A Public Information Centre to engage affected stakeholders and provide information was hosted virtually in November with final deliverables expected early 2022.

Completed the initial software architecture to modernize the digital Property Information Management System (PIMS). The new system will improve digital permitting services, including readiness for self-service options and payment integration.

Continued the Turkey Creek Watershed Hydrologic & Hydraulic (H&H) modeling. This two-phase study was initiated late 2020 in partnership with the City of Windsor, Town of LaSalle and the Town of Tecumseh. Phase 1 was completed in 2021 with background investigation, field work and data collection, and initial H&H model setup finalized. Phase 2 is on track to be completed in early 2022 with the objectives of having a fully updated H&H model of the large, urbanized watershed. This is expected to enable consistent modelling assumptions across various related Master Plans, Environmental Assessments, and technical evaluations, with the possibility of watershed-based / regional solutions to potential flood-related concerns.

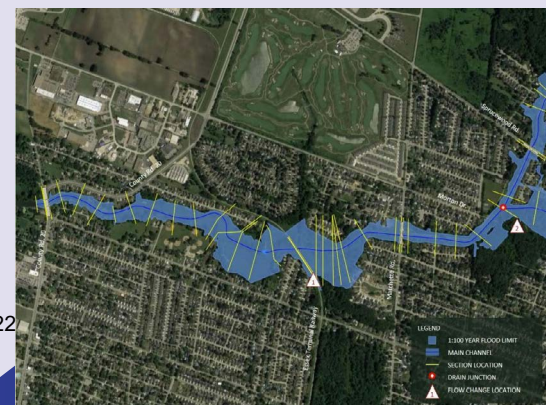
Completed the Essex County Floodplain Prioritization Study in partnership with the County of Essex. This relative risk ranking exercise combined land use information, natural and engineered drainage features with critical assets, life-line facilities as well as economic and socio-societal impacts to determine priority subwatersheds in need of updated and new flood mapping. Study findings were presented to ERCA Board of Directors in September and to Essex County Council in October 2021.



Plan Review

Land use planning is critically important to ensuring our region is the Place for Life. We review Planning Act applications to provide environmental and natural hazard protection advice to our watershed municipalities. Conservation Authorities have been delegated this responsibility by the Province of Ontario.

A comprehensive review of each application is undertaken to ensure that natural heritage will not be adversely affected by the proposed development. Natural heritage features considered include significant wetlands, significant woodlands, significant wildlife habitat, significant valley lands, environmentally sensitive areas, fish habitat, species at risk habitat, and areas of natural and scientific interest (ANSI). We also ensure the completed project will not be adversely impacted by flooding and erosion.





Conservation Services

Conservation programs protect, restore, and manage natural heritage systems within ERCA's watersheds.

Conservation Areas and trails provide essential places for people to connect with nature for physical and mental well-being. Locally, our landscapes and habitats are among the most significant in Canada. But, despite planting more than 6.5 million trees since 1973, only 8.5% of our region's land base consists of natural areas. Continuing to strategically plant trees and restore habitat, while protecting existing natural areas, will be critical to securing a future of environmental sustainability.

Mandatory Conservation Services include conservation lands management, passive recreation at conservation areas, and tree planting and restoration on conservation lands. Conservation Services identified as non-mandatory in the Act include tree planting and restoration on private or municipal lands, and Holiday Beach Conservation Area operations.





This year, in delivering Conservation Services across the region, ERCA:

Worked with 170 landowners to plant and distribute 126,197 trees, and built a new wetland.

Created 141 acres of natural habitat.

Continued construction on Pêche Island – the largest restoration project on the Canadian side of the Detroit River. Undertaken in partnership with the City of Windsor and many other partners, the project consists of a soft shoreline revetment on the northeast side of Pêche Island and six sheltering islands on the north side. In addition to protecting the shoreline from erosion, this project has created 7 hectares of fish habitat behind the sheltering islands where aquatic vegetation is expected to establish.

Rehabilitated the wetland at Hillman Marsh Conservation Area, thanks to a significant investment by Ducks Unlimited Canada and the Province of Ontario. Extensive repairs and reinforcements were initiated to increase resiliency in the containment systems, protecting the habitat against new-normal climate change impacts in the form of extreme, enduring high-water events on Lake Erie.

Continued to welcome guests to conservation areas and trails in unprecedented numbers. Sales of seasonal passes alone more than doubled over those sold in 2019.

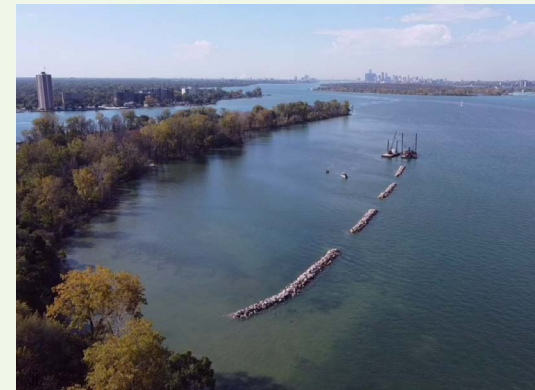
Completed a multi-year invasive species project at Spring Garden Natural Area in partnership with the City of Windsor, helping to preserve the diverse plants and wildlife found in this endangered habitat.

Collaborated with Point Pelee National Park to undertake a natural heritage study that provides recommendations on locations and types of habitat to create outside of the park's property to benefit Species-At-Risk most vulnerable to climate change.

Undertook wetland rehabilitation at the Collavino Provincially Significant Wetland located within the Detroit River Area of Concern, and developed a management plan to remove invasive *Phragmites australis* through water control and herbicides.

Celebrated the grand opening of the new Heritage & Conservation Centre at the John R. Park Homestead with expanded and accessible education and exhibition space. A new Lake Erie exhibit and augmented-reality flooding experience were among the first new exhibits created for this space. As well, regional tourism information is provided and visitor data points collected by ERCA staff through the Town of Essex Tourism Hub.

Re-opened the beach at Holiday Beach, as lake levels began to recede, and celebrated the grand opening of the Enbridge Natural Playground. Nearly 31,000 guests visited Holiday Beach in 2021.





Watershed Research Services

Watershed Research Services strive to improve the health of local watercourses.

This is achieved through agricultural Best Management Practices, enhanced monitoring at the watershed and edge-of-field scale and collection of landscape information through Geographic Information Services. Source Water Protection is identified as a mandatory service and ensures local sources of drinking water are protected through the implementation of policies in the Source Protection Plan. Water quality monitoring to support the Provincial Water Quality Monitoring Network is also identified as mandatory, while other watershed science programs such as the Essex County Demonstration Farm and agricultural Best Management Practices fall under the non-mandatory category.





This year, in delivering Watershed Research Services, ERCA:

Continued to deliver the watershed-based Source Protection Program. Administered under the Clean Water Act and defined as a mandatory service, this is the first step in a multi-barrier approach to protect drinking water. It complements municipal water treatment and supports sound land use planning decisions.

Delivered Risk Management Services on behalf of member municipalities and in accordance with Memorandums of Understanding.

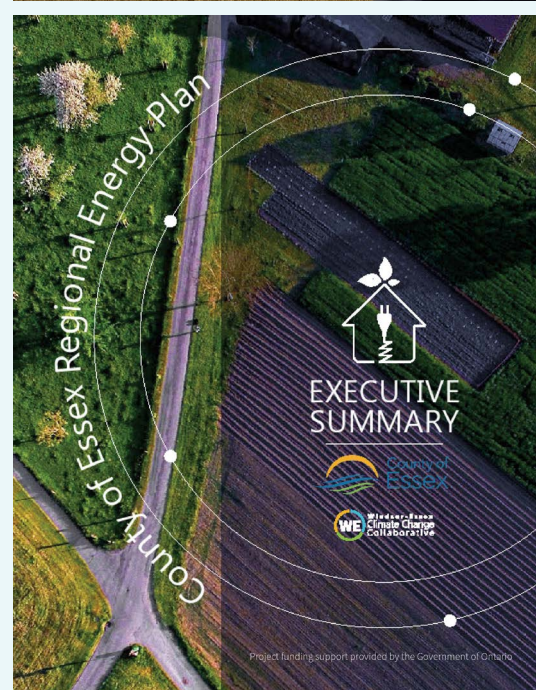
Monitored surface water quality at 50 sites and groundwater quality at 8 sites across the region. In total, more than 2,500 water quality samples were collected to evaluate watershed health, and calculate nutrient and phosphorous concentrations and loads in partnership with Federal and Provincial agencies.

Completed over 28 agricultural Best Management Practices (BMPs) such as cover crops, Crop Nutrient Plans and buffer strips on over 1182 hectares of land.

Worked with Municipality of Leamington to develop plans for a new wetland to receive excess storm water from the Lebo Creek Watershed through the drainage act, which will also help improve water quality flowing into Hillman Marsh and Lake Erie.

Finalized the Essex County Regional Energy Plan (ECREP) with the County of Essex and its seven municipalities to help the community to better understand current energy consumption, identify opportunities for energy efficiency, help to meet the community's climate priorities, and strengthen the local economy. ERCA provided significant coordination for the ECREP's development, which will allow Essex County to reap the economic benefits of the ongoing modern energy transition by ensuring reliable, cost-competitive energy services for residents and businesses, and planning considerations municipalities will need to incorporate to meet their climate priorities.

Completed an agriculturally focused climate change report to outline future challenges and potential solutions on how to mitigate climate change for the farming community.





Communications & Outreach Services

Communications and outreach services support all business units of the Authority.

These include supporting flood messaging, disseminating natural hazard information, engaging landowners in conservation practices, educating students of all ages about environmental sustainability, engagement in tree planting and restoration, connecting people to nature through a variety of programs and events, and communicating broadly with stakeholder groups and watershed residents. While the continued impacts of COVID-19 prohibited field trips and many traditional outreach events, creative approaches to engage with the community were implemented.

Corporate communications supporting mandatory activities are identified as mandatory, while curriculum-based outdoor education and non-hazard related outreach activities are non-mandatory.





This year, to engage stakeholders in conservation efforts, ERCA:

Expanded virtual Special High Skills Major certification programs for secondary students which were delivered to several school boards across the Province of Ontario, to allow these student to achieve required certifications for graduation.

Collaborated with south-western Conservation Authorities to lead Great Lakes watershed-themed education programs, including the 2021 Western Lake Erie Student Summit and the Lake Erie Virtual Field Trip.

Hosted two litter cleanups in the Sandwich community of Windsor, removing a total of 375 lbs. Funding for the Sandwich Litter Cleanups was provided by the Gordie Howe International Bridge Community Benefits Plan.

Celebrated the 20th anniversary of the Detroit River as a Canadian Heritage River. The river is truly a shared resource bringing the people of two nations together. The American side of the Detroit River was designated a Heritage River in 1998. With the Canadian side being designated a Canadian Heritage River in 2001, the Detroit River became the first river on the continent to receive both Canadian and American heritage river status.

Launched the Detroit River Coalition, a binational organization of Canadian and American organizations partnering to reduce litter pollution in the Detroit River and educate the public on the natural and cultural significance for communities throughout the Great Lakes Region.

Planted 575 native trees and shrubs and connected youth with nature at the Solcz Family Foundation Forest. Thanks to the Solcz Family Foundation, families and volunteers from across Windsor-Essex engaged with nature and learned how to plant trees.

Provided significant support to the Essex Region Conservation Foundation to reach its fundraising goals.



ERCA Accountability

The following provides a three-year ‘by-the-numbers’ comparison of achievements.

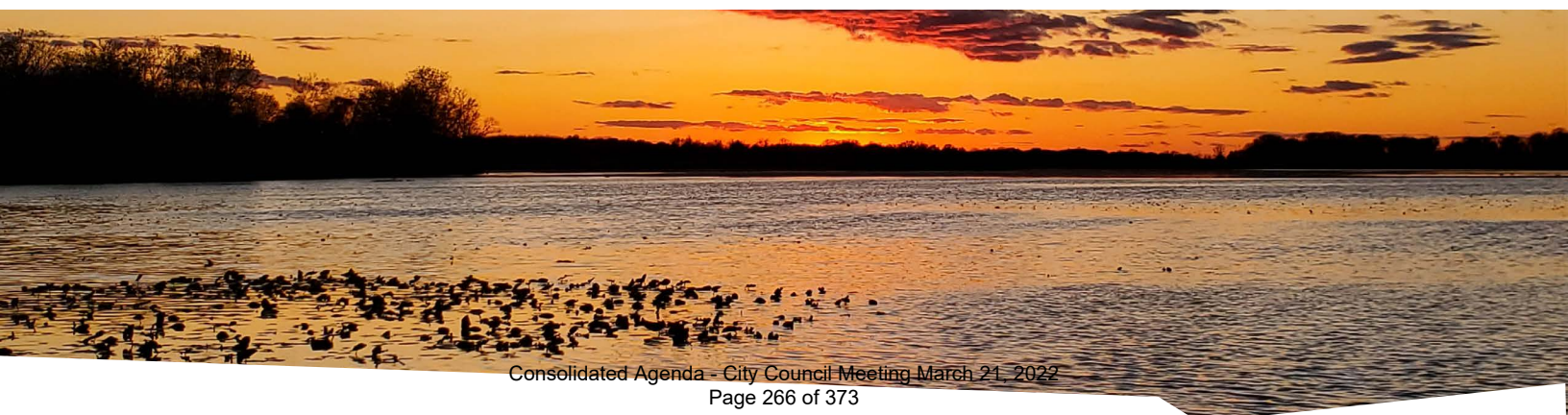
Corporate Services

Area	2019	2020	2021
Area of CA Jurisdiction	1,681.3 km2	1,681.3 km2	1,681.3 km2
Watershed Population	322,715	321,341	318,862
Staff—Permanent and Long-Term Contract	38	41	42
Staff—Special Grant and Short-Term Full-Time Equivalent Contract	10	2	8.91
Average Full Time Staff Length of Service	10	9.49	8.83
Number of Local Committees, Boards and Advisory Panels with ERCA representation	24	24	24
Number of Provincial Committees, Boards and Advisory Panels with ERCA representation	26	20	21



Watershed Management Services

Area	2019	2020	2021	
Permits Requested	1,305	1,403	1,182	
Permits Issued	1,158	1,269	1,076	
Clearances Issued	225	147	172	
Request for Information Letters Issued	281	275	385	
Permits to Take Water Applications	3	0	3	
Planning Services - transactions per year	811	673	858	
Appeals	22	8	24	
Appeals in CA Favour	22	8	24	
Violations Issued	38	16	7	
Average Response Time for Permits (days)	Minor Development	15	16	17
	Major Development	10	17	15
	Alteration to Waterways	6	10	8
Number of Structures Located in Floodplain	10,000	10,000	10,000	
Kilometres of Watercourses with Floodplain Mapping Completed	609	609	609	
Hectares (area) digitally mapped delineating the CA Regulation Limit	38,304	38,304	38,304	
Hectares (area) digitally mapped delineating the flooding hazard limit (flood plains)	38,304	38,304	38,304	
Metres of shoreline protected from flooding and erosion	0	220m	0	
\$ Value of Water/Infrastructure Contributions to Municipalities	0	\$141,000	\$0	
Flood Messages / Days	Watershed Conditions	15 / 48 days	11/39 days	30 / 73 days
	Flood Watches	24 / 147 days	33/198 days	10 / 22 days
	Flood Warnings	12 / 25 days	16/21 days	2 / 6 days



Conservation Services

Area	2019	2020	2021
Total Landholdings (Hectares)	1,740	1,747	1,747
Hectares of recreational land owned and managed	1,056.8	1,056.8	1,056.8
Total hectares under forest management plans	44.39	44.39	44.39
Total Taxes for CA Landholdings	\$92,186	\$91,385	\$92,136
Land Acquisition in Reporting Year (in acres)	0	17	0
Value of acquisitions (Fair Market Value)	N/A	\$112,734	0
Total Acres of Habitat Restored	31	6	141
Number and Acres of Trees	57,560 30 acres	23,054 5 acres*	126,197 140 acres
Number and Acres of Wetlands	1 wetland 0.6 acres	0	0.5 acres
Number and Acres of Prairie	0	1 site 1.5 acres	1 acre
Number of landowners involved in restoration	217	170	170
Kilometres of Trails owned, managed & developed	98	98	98
Day Use Visitors to JRPH (estimated)	11,625	N/A**	4,600†
Day Use Visitors to HBCA (estimated)	10,800	N/A**	30,395
Number of seasonal campsites purchased	72	72	72

*COVID-19 challenges resulted in spring projects being rescheduled until 2021.

† The John R. Park Homestead was closed until July 2, due to stay at home orders and construction.

** As fees were waived and sites unstaffed for much of the year, statistics were not collected, although parking lot census data indicated a significant surge in use.

Watershed Research Services

Area	2019	2020	2021	
Water Quality Improvement Projects Implemented	Agriculture/Other (total)	80	75	26
	Detroit River Watersheds	7	4	2
	Lake Erie Watersheds	66	70	16
	Lake St. Clair Watersheds	7	1	8
Number of wells decommissioned	3	0	*	
Number of landowners participating	16	31	26	
Number of surface water quality monitoring stations	61	54	61	
Number of ground water quality monitoring stations	8	8	8	
Number of benthos monitoring stations	10	0	0	
Number of research studies with ERCA involvement	7	5	14	

*Program discontinued

Communications & Outreach Services

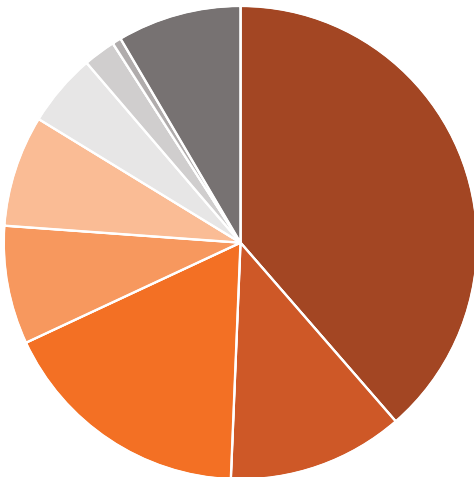
Area	2019	2020	2021
Number of volunteers	2,057	149	440
Number of outreach events	32	7	26
Number of schoolyard naturalization projects	1	0	0
Trees planted by volunteers	6,217	300	1,770
Native plants planted by volunteers	30	0	450
ERCA hosted special events	22	8*	14
Number of schools	75	N/A	42
Number of unique education programs	307	37*	129
Number of students	14,588	N/A*	3,111
Number of public meetings/workshops	28	14	17
Number of unique visitors to our website	71,918	80,829	84,982
Number of Facebook followers	4,011	4,339	5,222
Number of Twitter followers	3,159	3,397	3,572
Number of Instagram followers	1,313	1,595	1,792
Number of YouTube video views	3,500 views 130.9 hrs	7,472 views 333.6 hrs	5,168 views 311.1 hrs

*While COVID-19 impacted field trips and gatherings, a number of virtual education and engagement opportunities were launched, including Earth-E Month, which reached 114,930 people and resulted in 61,243 engagements.



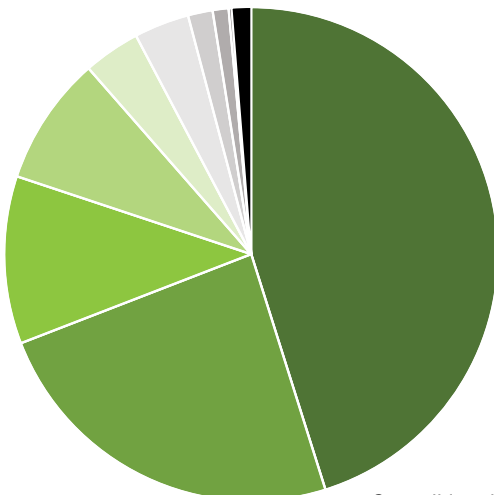
2021 Financial Review

Projected Funding by Source \$8.9M



Municipal Levies	\$3,454,619
Municipal Special Project Contributions	\$1,076,763
Self-generated Revenues and Fees	\$1,557,093
Federal Grants	\$723,733
Other / ERCF Grants	\$679,986
Provincial Special Project Grants	\$446,240
Provincial Transfer Payments (S.39 & DWSP)	\$196,917
Interest / In Kind / Sundry	\$52,249
Internal Recoveries / Dept Chargebacks	\$756,650

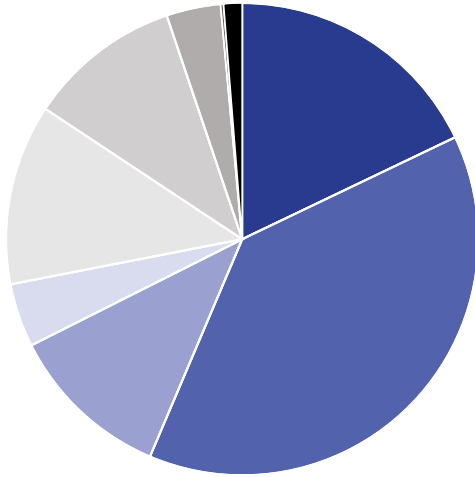
Projected Use of Funds by Classification \$8.9M



Compensation	\$4,038,345
Construction & Engineering Contracts	\$2,145,959
Supplies, Materials & Contracted Services	\$981,987
Internal Chargebacks & Recoveries	\$756,318
Transfer to 2022 Projects	\$332,708
Rent, Taxes, & Utilities	\$332,450
Insurance, Audit, Legal & Professional Services	\$144,545
Vehicle Replacement	\$93,246
Net Transfers to Reserves	\$17,750
Projected Surplus for FY 2022	\$112,941

Projected Use of Funds by Function

\$8.9M



Watershed Management Programs & Services	\$1,601,405
Conservation Programs & Services	\$3,443,373
Watershed Research Programs & Services	\$1,000,972
Community Outreach Programs & Services	\$389,950
Corporate & Shared Support Services	\$1,106,850
Capital Projects	\$940,300
Transfer to 2022 Projects	\$332,708
Net Transfers to Reserves	\$17,750
Projected Surplus for Future Years	\$112,941



ERCA Board

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 Kieran McKenzie, City of Windsor - Vice Chair
 Peter Courtney, Town of Amherstburg
 Marolyn Morrison, Town of Amherstburg
 Morley Bowman, Town of Essex
 Chris Vander Doelen, Town of Essex
 Laura Lucier, Town of Kingsville

Larry Patterson, Town of Kingsville
 Tracey Bailey, Municipality of Lakeshore
 Len Janisse, Municipality of Lakeshore
 Mark Carrick, Town of LaSalle
 Sue Desjarlais, Town of LaSalle
 Trevor Jones, Municipality of Leamington
 Larry Verbeke, Municipality of Leamington

Dayne Malloch, Township of Pelee
 Joe Bachetti, Town of Tecumseh
 Jeewen Gill, City of Windsor
 Jim Morrison, City of Windsor
 Ed Sleiman, City of Windsor

Tim Byrne Chief Administrative Officer / Secretary Treasurer

Corporate Services

Shelley McMullen Chief Financial Officer / Director,
Finance & Corporate Services

Tom Dufour Geomatics Technician

Nicole Kupnicki Human Resources Manager /
Executive Assistant

Lisa Pavan Administrative Associate: Corporate
Services

Ryan Rossman Director, Information Technology
Services

Bryan Schmidt Application Support Technician

Kristen Walton Payroll & Accounting Specialist

Watershed Management Services

James Bryant Director, Watershed Management
Services

Vitra Chodha Resource Planner

Sydney Clackett Regulations Analyst

Kim Darroch Team Lead, Planning Services

Lina Florian Watershed Engineer

Tom Gutpell Engineering Technologist

Ashley Gyori Regulations Analyst

Dan Jenner Regulations Coordinator

Summer Locknick Surveyor / Technical Assistant

Tian Martin Water Resources Engineer

Laura Neufeld Regulations Technician

Kathleen Schnekenburger Regulations Technician

Conservation Services

Kevin Money Director, Conservation Services

Kathryn Arthur Restoration Biologist

Tim Baxter Conservation Area Technician

Michael Dick Agricultural Technician

Rob Davies Forester

Samantha Dundas Water Quality Technician

Russ Jones Conservation Area Technician

Dan Lebedyk Biologist / Ecologist

Bevin Martin Conservation Area Technician

Devin McCann Assistant Superintendent, HBCA

Katie Stammler Water Quality Scientist / Project
Manager, Source Water Protection

Jacqueline Serran Detroit River Remedial Action Plan
Coordinator

William Tate Superintendent, Field Operations

Amy Weinz Water Quality Technician

Laren Weller Watershed Data Technician

Community Outreach Services

Danielle Breault Stuebing Director, Communications &
Outreach Services

Kris Ives Interpreter

Samantha Keller Partnerships & Outreach
Coordinator

Gina Pannunzio Environmental Educator

Jessica Rose Multimedia Specialist

Aaron Zimmer Regulations Analyst



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Essex Region Conservation Authority's

Transition Plan

as per Ontario Regulation 687/21

December 9, 2021

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Background

Purpose and Applicable Legislation

The Royal Assent of Bill 229, *Protect, Support and Recovery From COVID-19 Act (Budget Measures)*, 2020 initialized significant changes to Conservation Authorities Act (CA Act). Since that time, and through the proclamation of specific provisions within the CA Act, as well as the passing of Ontario Regulation (O. Reg.) 687/21, conservation authorities are required to develop and implement a Transition Plan and establish Agreements to deliver certain programs and services. The overall objective of the Province of Ontario is to ensure that conservation authorities are operating in-line with the prescribed Objects as outlined in the revised CA Act, and to align budgets with Mandatory Programs and Services and Non-Mandatory Programs and Services, as outlined in O. Reg. 686/21. CAs have been afforded the opportunity to meet all of the legislated requirements through a two-phase approach that covers the overall Transition Period, which ends on January 1, 2024 (i.e. CAs are to be fully compliant by January 1, 2024). The two phases and associated requirements are described further below.

Transition Period:

The overall transition period spans from October 2021 to January 1, 2024. This period is separated into two phases to allow for CAs to properly plan for the transition which generally includes the development of a Transition Plan outlining the work plan and timelines to complete the entire transition, an inventory of programs and services, and the execution of agreements with municipalities to deliver non-mandatory services. Figure 1 below provides a general depiction of the overall Transition Period. Note that this document is provided to fulfill the Essex Region Conservation Authority's requirement of developing a Transition Plan.

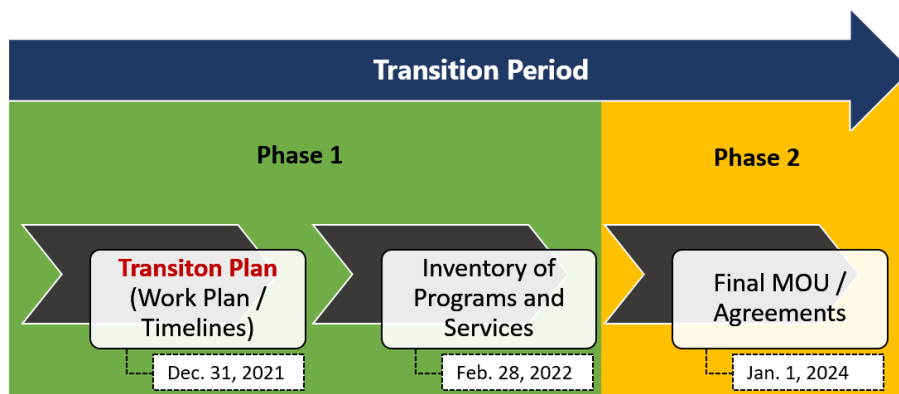


Figure 1: Transition Period, Phases, and Completion Dates

Transition Period - Phase 1 [Sections 3 to 6 of O. Reg. 687/21]

Phase 1 of the Transition Plan includes two deliverables, the first of which is the Transition Plan and the second being the Inventory of Programs and Services that are delivered by the Authority. The Transition Plan must be completed by December 31st, 2021 while the Inventory of Programs and Services is required to be completed no later than February 28, 2022. In order for ERCA to be fully compliant, the Authority must complete the following by December 31st, 2021:

- a) The Transition Plan must include a time for ERCA to meet the requirements for the first and second phases of the Transition Period, as set out in O. Reg. 687/21.
- b) A copy of the Transition Plan must be sent to:
 - i. each participating municipality in the Authority's area of jurisdiction; and
 - ii. the Ministry of Environment, Conservation and Parks.
- c) A copy of the Transition Plan must be published on ERCA's website, or make the Plan available to the public by such other means as ERCA considers advisable.

The second deliverable of Phase 1 relates to the Inventory of Programs and Services which, at a general level, ERCA must complete the following to be compliant:

- a) Prepare an inventory of Programs and Services (the Inventory) categorized as per the MECP definitions which are:
 - i. Category 1: Mandatory
 - ii. Category 2: Non-Mandatory / Municipal
 - iii. Category 3: Non-Mandatory / Other
- b) Circulate the Inventory to all of the participating municipalities in the Authority's jurisdiction. It is also advisable to circulate to any other municipality with which the Authority has entered into, or intends to enter into, a memorandum of understanding or other agreement(s).
- c) Maintain a record of the municipalities that were circulated the Inventory along with the date of circulation for each. This is further referred to as "the Record of Circulation".
- d) Provide the Inventory and the Record of Circulation to the MECP by February 28, 2022.

Transition Period - Phase 2 [Sections 7 to 9 of O. Reg. 687/21]

The second phase of the Transition Period generally includes the following objectives and deliverables:

- a) Consult with the participating municipalities on the Inventory. The inventory can be adjusted as necessary based on feedback from the municipalities.
- b) Take the necessary steps to seek and enter into cost apportionment agreements with the participating municipalities on or before January 1, 2024.
- c) Submit the required progress reports to the MECP that inform on the status of the Inventory and progress towards establishing the Agreements. There is a total of 6 progress reports that are required to be submitted by the dates outlined below:
 - i. Progress Report 1: July 1, 2022
 - ii. Progress Report 2: October 1, 2022
 - iii. Progress Report 3: January 1, 2023
 - iv. Progress Report 4: April 1, 2023
 - v. Progress Report 5: July 1, 2023
 - vi. Progress Report 6: October 1, 2023

Request for Extension [Section 10 of O. Reg. 687/21]

Conservation Authorities may request an extension beyond the Transition Date. The request may be made directly to the MECP, must be submitted by October 1, 2023, and must be related to one or more of the following:

1. Additional time is required to complete cost apportionment agreements between the Authority and a participating municipality.
2. The Authority requires additional time to wind down a program or service that was being provided prior to the Transition Period, and will not longer be provided after the Transition Date.

Summary of Legislative Requirements

Table 1 summarizes the key legislative requirements related to the entire Transition Period along with the applicable section of O. Reg. 687/21.

Prescribed Completion Date	Key Deliverable	Applicable Section of O. Reg. 687/21
December 31, 2021	Transition Plan (covering the work plan and timelines for the entire Transition Period)	Section 3
February 28, 2022	Inventory of Programs and Services	Section 6
February 28, 2022	Maintain and submit to MECP a Record of Circulation regarding the Inventory of Programs and Services	Section 5
July 1, 2022 to October 1, 2023	Progress Reports (6 in total) are required to be submitted to MECP reporting on the status of the Inventory and progress towards establishing the MOUs/Agreements	Section 7
October 1, 2023	Request for Extension (if required) on the overall Transition Period	Section 10
January 1, 2024 (Transition Date)	Finalized Inventory of Programs and Services and all required MOUs/Agreements are executed	Section 7
January 31, 2024	Final Report to MECP including the final Inventory of Programs and Services and a Statement of Compliance by the Authority regarding the execution of all required agreements	Section 9

Work Plans and Timelines for Completion

This Transition Plan includes work plans for both Phases 1 and 2, which outline the steps that ERCA plans to take to develop and enter into agreements with participating municipalities. The work plans also include the necessary consultation process on the Inventory of Programs and Services that ERCA will undertake along with the necessary steps required to enter into Municipal Contribution Agreements to fund non-mandatory programs and services. The Phase 1 and 2 work plans as well as the Inventory of Programs and Services will support 2023 and 2024 budget discussions.

The Phase 1 and 2 work plans are included below as well as in [Appendix A](#) in the form of a Gantt Chart. Note that the progress, shown as a percent-completion, is as of the date of the Board of Directors meeting held on December 9th, 2021. Board Approval of the Plan is anticipated and shown as 100% complete.

Phase 1 Work Plan

Task Number	Task Description	Start Date	End Date	Progress percent
1	Review newly released legislation	1-Oct-21	15-Oct-21	100%
2	Prepare Draft work plans for the Transition Plan	15-Oct-21	19-Nov-21	100%
3	Finalize work plans and Transition Plan	19-Nov-21	2-Dec-21	100%
4	Seek Board Approval of ERCA's Transition Plan	9-Dec-21	9-Dec-21	100%
5	Post Transition Plan on ERCA website and circulate to Municipalities, MECP, and others as required	15-Dec-21	19-Dec-21	0%
6	Parse and Categorize ERCA Programs & Services as per MECP Guidance and O. Reg. 686/21	1-Oct-21	10-Dec-21	95%
7	Calculate average annual cost of each Program and Service	1-Nov-21	21-Jan-22	25%
8	Establish/confirm municipal staff leads / contacts regarding P&S and MOU discussions	1-Dec-21	31-Jan-22	10%
9	Prepare Full Inventory of Programs & Services	1-Jan-22	28-Feb-22	85%
10	Seek Board Approval of the Full Inventory of P&S	17-Feb-22	17-Feb-22	0%
11	Circulate the Inventory of Programs and Services to all relevant stakeholders including MECP	21-Feb-22	28-Feb-22	0%
12	Amend the Inventory of Programs and Services based on discussions with municipalities, if/as required	21-Feb-22	30-Apr-22	0%

Phase 2 Work Plan

Task Number	Task Description	Start Date	End Date	Progress percent
13	Consult municipal and CA stakeholders as necessary	1-Jan-22	1-Dec-23	0%
14	Discuss / negotiate existing agreements for JRPH and HBCA with Infrastructure Ontario and MECP	1-Jan-22	31-Aug-22	0%
15	Calculate Levy Costs for Mandatory Programs and Services for member municipalities (CVA)	1-Mar-22	30-Apr-22	0%
16	Estimate costs for Non-Mandatory Programs and Services for each Municipality (estimate based on CVA)	1-Mar-22	30-Apr-22	0%
17	Meet with established municipal leads to discuss/agree on cost apportionments for Non-Mandatory Services	1-Apr-22	31-Aug-22	0%
18	Attend municipal Councils if/as required	1-Jul-22	30-Aug-22	0%
19	Draft Memorandums of Understanding for review by all relevant partners/stakeholders	1-Jul-22	30-Oct-22	0%
20	Submit Progress Reports to MECP	1-Jul-22	1-Oct-23	0%
21	Circulate Draft MOUs for review by all relevant stakeholders	1-Sep-22	28-Oct-22	0%
22	Finalize the DRAFT MOUs based on stakeholder input	31-Oct-22	25-Nov-22	0%
23	Attend Municipal Councils if/as required regarding MOUs and negotiate any changes as required	9-Jan-23	28-Jul-23	0%
24	Request for extension of the Transition Date (if required)	18-Sep-23	29-Sep-23	0%
25	ERCA 2023 Budget Approval meeting / vote	1-Dec-23	14-Dec-23	0%
26	Deadline for Execution of MOUs / Agreements	31-Dec-23	31-Dec-23	0%
27	Publish all Cost Apportionment Agreements on the ERCA website	31-Dec-23	31-Dec-23	0%
28	Submit Final Report to MECP (Final Inventory and confirmation that all MOUs are executed)	1-Jan-24	31-Jan-24	0%

Inventory of Programs and Services

The Inventory of Programs and Services is required to be substantially completed by February 28, 2022 and circulated to the stakeholder list included in [Appendix B](#). ERCA has completed the categorization of each program and service and is currently completing the necessary associated annual costs. As this work is still on-going, draft categorization and cost estimates have not been included with this document. The Inventory of Programs and Services is anticipated to be circulated to the stakeholder list by early to mid-February, and no later than February 28, 2022.

Record of Circulation

Section 5 of O. Reg. 687/21 requires that a Record of Circulation, specifically related to the circulation of the Inventory of Programs and Services, be maintained and submitted to the Ministry of Environment, Conservation and Parks. [Appendix B](#) of this Transition Plan includes the Record of Circulation, which includes the municipality and/or agency name that was circulated, the affiliation with ERCA (member/non-member), the date of circulation, and whether a response was provided back to ERCA or not. This information will be maintained as an appendix within this plan and will be updated as required.

Progress Reports and Final Reports

As per Section 7 of O. Reg. 687/21, the ERCA will submit quarterly progress reports on the following dates:

- Progress Report 1: July 1, 2022
- Progress Report 2: October 1, 2022
- Progress Report 3: January 1, 2023
- Progress Report 4: April 1, 2023
- Progress Report 5: July 1, 2023
- Progress Report 6: October 1, 2023

It is anticipated that the MECP will be preparing and circulating reporting templates for conservation authorities to complete and submit back to the Ministry.

Concluding Remarks

ERCA's Transition Plan meets all of the requirements as described in *Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Conservation Authorities Act*.

With the ERCA Board approval, this Plan will be available to the public on the ERCA website and circulated to the participating municipalities in advance of the December 31st, 2021 deadline. This Plan was submitted to the Ministry of Environment, Conservation and Parks on the 21st day of December, 2021.

Appendix B: Stakeholder List & Record of Circulation

Stakeholder List & Record of Circulation

The table below is a Record of Circulation indicating which municipalities and agencies were circulated ERCA's Inventory of Programs and Services. In addition to those listed below, the Conservation Authority will have also circulated this entire document (the Transition Plan) to the Ministry of Environment, Conservation and Parks on or before December 31st, 2021, as required by O. Reg. 687/21.

Municipality	Affiliation	Date of Circulation	Feedback Provided
City of Windsor	Member	December 22, 2021	Yes / No
Town of Amherstburg	Member	December 22, 2021	Yes / No
Town of Essex	Member	December 22, 2021	Yes / No
Town of Kingsville	Member	December 22, 2021	Yes / No
Municipality of Lakeshore	Member	December 22, 2021	Yes / No
Town of LaSalle	Member	December 22, 2021	Yes / No
Municipality of Leamington	Member	December 22, 2021	Yes / No
Town of Tecumseh	Member	December 22, 2021	Yes / No
Township of Pelee	Member	December 22, 2021	Yes / No
County of Essex (Upper Tier Municipality)	Non- Member	December 22, 2021	Yes / No
Lower Thames Valley Conservation Authority	Adjacent CA	December 22, 2021	Yes / No



Subject: Revocation of Mask By-law 123-2020

Reference:

Date to Council: March 21, 2022
Author: Shelby Askin Hager
Commissioner, Legal and Legislative Services
519-255-6100 ext 6424
shager@citywindsor.ca

Legal Services, Real Estate & Risk Management
Report Date: March 14, 2022
Clerk's File #: MH/13786

To: Mayor and Members of City Council

Recommendation:

That By-law 123-2020 requiring mandatory masking in indoor spaces **BE REVOKED**.

Executive Summary:

N/A

Background:

In response to the COVID-19 pandemic, City Council passed By-law 123-2020 requiring mandatory face-coverings in enclosed indoor public spaces. The by-law was further extended on 28 September 2020, allowing it to remain in effect until revoked by City Council.

On 3 October 2020, the Province of Ontario passed legislation making it mandatory to wear masks in indoor public spaces. As of midnight on 21 March 2022, the Province has lifted this requirement. As such, it is recommended that the City do the same with respect to its by-law.

Discussion:

The initial mask by-law was passed as a response to the COVID-19 pandemic in recognition of the City's obligation to protect the health and welfare of its residents and visitors, and supported by public health information that indicated that mask-wearing was a key tool in the fight against COVID-19. At that time, vaccines were not available to defend against this virus. The Province of Ontario also subsequently enacted legislation that imposed mask requirements for indoor public spaces.

At the current time, the Province has determined that it will no longer require masking in indoor public spaces, and as such it is lifting this obligation. From an enforcement perspective, it is recommended that the City do the same.

It is important to note that the rescission of this by-law does not affect:

- Any other legislation or public health directive requiring that masks be worn in any place;
- Decisions made by businesses to require a mask be worn on premises, either by employees, patrons, or visitors;
- The choice of individuals to wear masks.

From a health and safety perspective, the City will continue to require mask-wearing by its staff in accordance with its own health and safety policies, and will continue to refine this approach in a cautious manner.

Risk Analysis:

As the provincial mask mandate addressed the same territory as the City's mask by-law, the City is not assuming any greater risk than the Province is currently doing. The elimination of masking may result in greater virus transmission and the impact of that is unknown at this time.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial impacts associated with the receipt of this report.

Consultations:

Julie Ryckman, Human Resources

Conclusion:

The lifting of Provincial mask mandates has led to the recommendation to rescind the City's mask by-law in alignment with this move.

Planning Act Matters:

N/A

Approvals:

Name	Title
Shelby Askin Hager	Commissioner, Legal and Legislative Services
Jason Reynar	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

BY-LAW NUMBER 51-2022

A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, MUNICIPALLY KNOWN AS 436 ASKIN AVENUE, TO BE OF CULTURAL HERITAGE VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED

Passed the 21st day of March, 2022.

WHEREAS by virtue of the provisions of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18, as amended, the Council of a municipality may, by by-law, designate a property within the municipality to be of cultural heritage value or interest.

AND WHEREAS upon consideration of the recommendation of the Development & Heritage Standing Committee, The Corporation of the City of Windsor deems it desirable and expedient to designate the lands municipally known as *436 Askin Avenue*, more particularly described in Schedule "A" annexed hereto and forming part of this by-law (the subject lands), to be of cultural heritage value or interest, for the reasons stated in Schedule "B" annexed hereto and forming part of this by-law.

AND WHEREAS notice of intention to so designate the subject lands, was served on the owner(s) of the said subject lands and upon the Ontario Heritage Trust and such notice was published in a newspaper having general circulation in the municipality, on *NOVEMBER 26, 2020*.

AND WHEREAS no Notice of Objection has been served on the Clerk of the Municipality within thirty (30) days after the date of publication of the Notice of Intention in a newspaper having general circulation in the municipality.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the lands municipally known as *436 Askin Avenue*, more particularly described in said Schedule "A" annexed hereto, be and the same is hereby designated to be of cultural heritage value or interest, for the reasons stated in said Schedule "B" annexed hereto.
2. This by-law shall come into force and take effect after the final passing thereof on the day upon which it is electronically registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

SCHEDULE "A"

LT 6 PL 828 TOWN OF SANDWICH; PT LT 5 PL 828 TOWN OF SANDWICH AS IN R1121061; WINDSOR

Being all of PIN No. 01232-0190

436 Askin Avenue, Windsor

PART ALLEY PLAN 828 (CLOSED BY CE711948) PARTS 49 & 50, 12R26503; SUBJECT TO AN EASEMENT OVER PARTS 49 & 50, 12R26503 AS IN CE725421; SUBJECT TO AN EASEMENT IN GROSS OVER PARTS 49 & 50, 12R26503 AS IN CE725420; WINDSOR

Being all of PIN No. 01232-0610

436 Askin Avenue, Windsor

SCHEDULE "B"

STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST 436 Askin Avenue

Description of Historic Place

436 Askin Avenue is located on the east side of Askin Avenue, south of Fanchette Street. The 2 ½-storey brick and stucco house was built c.1928 in the Tudor Revival style.

Design or Physical Value:

The building is a large 2½-storey Tudor Revival style house with brick walls and steeply pitched roofs, designed with the front facing west to Askin Avenue. The asymmetrical facade includes a steeply pitched two-storey projecting portico with a stepped chimney, off-set from the center to the north. The main roof is clipped on the north end and marked by a large rectangular chimney on the south end. Although the gable ends feature stucco and decorative half-timbering, the majority of the building is constructed of variegated brick with brown to buff colours, including varieties of red colours. The projecting portico has many decorative features, including an arched voussoir entryway radiating out in a sunburst pattern, and a center oriel window apparently with leaded glass. Decorative brick patterns accentuate the portico, with brick in a variety of header, stretcher, rowlock, soldier, and sailor orientations. Around the building, soldier course brick delineate the floors, openings are framed by brick surrounds and rowlock brick window sills, and corners of the building are marked by protruding columns capped by stacked, sloping sailor brick coping. Other features include a recessed arched front door (west-facing), and various original window types including wood sash windows with six over one sash windows, casement windows with leaded glass in diamond pattern, and stained glass windows.

The building is a representative example of Tudor Revival style and displays a high degree of craftsmanship, especially in the decorative brickwork.

Historical or Associative Value:

From an early survey in 1881, the subject lands are identified as part of the French farm lots located in the Town of Sandwich. The French farm subdivision patterns of narrow lots perpendicular to the river front were laid out throughout the region up to Cabana Road or 4th Concession. During the early decades of the twentieth century up to 1930, the Border Cities experienced unprecedented growth with a population increase of nearly tenfold. The prosperity of the economy in the region had attracted much development and boom in populations. By the 1920s, many of the farm lots close to the riverfront were going through the process of being developed and homes were being built in the area, including along Askin Avenue. The subject parcel consists of Lot 6 and Part of Lot 5 on Plan 868 which was approved by the Town of Sandwich on December 20th, 1916.

According to property title and ownership records, the property was purchased by Edward and Louise Griffith in Oct. 1926 for \$2500. It appears the building was constructed c.1928, with the Griffiths indicating occupancy at the subject property's address of 212 Askin Avenue in 1928 (per 1928-1929 City Directories and The Border Cities Star newspaper records). They were long-time owners, selling 436 Askin in Nov. 1951 for \$21000. According to Edward Griffith's obituary posted in the Windsor Star in August 1978, he had owned an insurance agency business and was a life member of the Windsor Lodge #403 AF and AM.

Information about the architect, building or designer of the building is unknown.

Contextual Value:

This block on Askin Avenue between Fanchette Street and Wyandotte Street consists of one and two storey residential buildings. The majority of the buildings are single detached houses, although there are several traditional type semi-detached houses and duplexes. 436 Askin is of similar epoch as many other homes constructed in the area. Building permit records and Fire Insurance Maps indicate that many of the original

homes that remain on Askin Avenue were constructed in the mid-to-late 1920's, ranging in architectural styles of craftsmen bungalows, American foursquare, and colonial revival styled homes, etc. The subject property's Tudor Revival architecture is distinctive as it is comparatively less common in the immediate area. Single-vehicle-width driveways with access to the front are typical along this block. South of the block, Wyandotte Street is designated as a Main Street in the Official Plan, and features a mix of commercial uses and apartment-style dwellings. The main campus of the University of Windsor is one block to the west of the subject site. Amidst changes in the surrounding context, the original building typology and Tudor Revival house contributes to maintaining the character of the area as a mature residential neighbourhood with heritage character.

The subject property's period architecture visually and historically connects to the era of its original early 20th century subdivision plan, along with the wide tree median right-of-way design on Askin Avenue. The section of Askin Avenue incorporates a treed landscaped boulevard, and a wide median island that is approximately 15 metres in width, also landscaped with grass, shrubs, and a mix of deciduous trees. This locally uncommon wide treed median is a defining feature on this block and part of the original plan of subdivision laid out in 1916.

Description of Heritage Attributes:

Attributes that contribute to the design or physical value of 436 Askin Avenue:

2½-storey Tudor Revival style house, built in c.1928

- Steeply pitched side-gabled roof with gabled portico
- Asymmetrical façade with two-storey front-facing portico off-set from the center to the north
- Majority of building constructed of variegated brick with brown to buff colours, including varieties of red colours
- Main side-gable roof clipped on the north end and marked by a large rectangular brick chimney on the south end with triple chimney pot
- Side-gable ends feature stucco and decorative half-timbering
- Gables with plain or half-timbered vergeboard
- Steeply pitched projecting portico features
 - 2 sided oriel window with casement windows of leaded glass with crest
 - Stepped brick chimney with chimney pots and sailor brick coping ends
 - Arched voussoir entryway radiating out in sunburst pattern in front center, and arched opening at south side
 - Rectangular opening with brick sill and column with brick coping to south of front facing plane
 - Decorative brick patterns in a variety of header, stretcher, rowlock, soldier and sailor, orientations, and projecting units in random pattern, accentuate the porch
 - Situated atop brick (with projecting units) and concrete deck
- Recessed arched front door (west-facing)
- Canopy over the first floor west-facing bay windows (north of porch)
- Variety of original window types including wood sash windows with six over one windows, casement windows with leaded glass in diamond pattern, and stained glass windows
- Brick surrounds over openings feature double rowlock lintels, projecting stretcher and header brick at sides, and rowlock sills
- Soldier brick course delineating floors
- Front corners of the building marked by protruding columns topped by stacked, slopping sailor brick coping

Attributes that contribute to the historical or associative value of 436 Askin Avenue:

- Developed alongside the growth in the Border Cities area as part of a Town of Sandwich subdivision
- Associated with first owners Edward & Louise Griffith

Attributes that contribute to the contextual value of 436 Askin Avenue:

- Original building typology and tudor revival style of house contributes to maintaining the character of the area as a mature residential neighbourhood with heritage character
- The subject property's period architecture visually and historically connects to the era of its original early 20th century subdivision plan, along with the wide tree median right-of-way design on Askin Avenue.

BY-LAW NUMBER 52-2022

A BY-LAW TO AUTHORIZE THE EXECUTION OF AGREEMENTS RELATED TO THE IMPROVING MONITORING AND PUBLIC REPORTING OF SEWAGE OVERFLOWS AND BYPASSES PROGRAM BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF THE ENVIRONMENT, CONSERVATION AND PARKS

Passed the 21st day of March, 2022.

WHEREAS the Province of Ontario has agreed to identify projects, municipal and provincial, and be responsible for the transfer of funds to eligible municipalities pursuant to transfer payment agreements.

AND WHEREAS The Corporation of the City of Windsor is eligible for such Improving monitoring and public reporting of sewage overflows and bypasses funds;

AND WHEREAS it is a requirement of the Province of Ontario that an Agreement be entered into between The Corporation of the City of Windsor and the Province of Ontario for such Improving monitoring and public reporting of sewage overflows and bypasses funds.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the Mayor, the Chief Administrative Officer and City Clerk of The Corporation of the City of Windsor be and they are hereby authorized to execute any agreements, including Transfer Payment Agreements, and any amendments thereto, required by Her Majesty the Queen in right of Ontario, represented by the Minister of the Environment, Conservation and Parks related to funding to be provided by the Province of Ontario in connection with the Improving monitoring and public reporting of sewage overflows and bypasses funds.
2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

BY-LAW NUMBER 53-2022

A BY-LAW TO PROVIDE THAT PART-LOT CONTROL SHALL NOT APPLY TO CERTAIN LAND THAT IS WITHIN REGISTERED PLAN 1196 IN THE CITY OF WINDSOR

Passed the 21st day of March, 2022.

WHEREAS the *Planning Act, R.S.O. 1990, Chapter P.13*, as amended, provides that part-lot control shall apply where land is within a plan of subdivision registered before or after the coming into force of the Act.

AND WHEREAS subsection 7 of Section 50 of the said *Planning Act* provides that the council of a municipality may by by-law provide that part-lot control does not apply to land that is within such registered plan or plans of subdivision or parts thereof as is or are designated in the by-law and where the by-law is passed part-lot control as described in subsection 5 of Section 50, ceases to apply to such land.

AND WHEREAS it is deemed desirable that the provisions of the said subsection 5 of Section 50 of the *Planning Act* shall not apply to certain land that is within **REGISTERED PLAN 1196** in the City of Windsor.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the provisions of subsection 5 of Section 50 of the *Planning Act, R.S.O. 1990, Chapter P.13*, do not apply to that part of the land that is within **REGISTERED PLAN 1196**, as described in Schedule "A" attached hereto and forming part of this by-law.
2. This by-law is repealed on March 21, 2025.
3. This by-law shall come into force and take effect after the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

SCHEDULE "A"

LOTS 32 TO 42, INCLUSIVE, PART LOT 43 PLAN 1196, SANDWICH WEST; DESIGNATED AS PARTS 32 TO 42, INCLUSIVE, PLAN 12R28470; WINDSOR

Part of PIN 01582-0649 (LT)

PART ALLEY PLAN 1196 SANDWICH WEST; DESIGNATED AS PARTS 45 TO 55, INCLUSIVE, PLAN 12R28740; WINDSOR

Part of PIN 01582-0237 (LT)

BY-LAW NUMBER 54-2022

A BY-LAW TO REVOKE BY-LAW NUMBER 123-2020, BEING A BY-LAW TO IMPOSE TEMPORARY REGULATIONS REQUIRING THE WEARING OF MASKS OR OTHER FACE COVERINGS WITHIN ENCLOSED PUBLIC SPACES

Passed the 21st day of March, 2022.

WHEREAS on August 24, 2020, City Council passed By-law 123-2020 to require the wearing of masks or other face coverings within enclosed public spaces in response to the COVID-19 global pandemic;

AND WHEREAS on October 3, 2020, the Province of Ontario required mandatory use of face coverings in enclosed indoor settings in Ontario;

AND WHEREAS the Province of Ontario has determined that the requirement for mandatory face coverings in most enclosed indoor settings shall cease on March 21, 2022;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law 123-2020 is hereby REVOKED.
2. This By-law shall be effective as of 12:01 a.m. on March 21, 2022.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

BY-LAW NUMBER 55-2022

BY-LAW TO AMEND BY-LAW 20-2022, BEING 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 21st day of March, 2022.

WHEREAS it is deemed expedient to amend By-law 20-2022 passed the 17th day of January, 2022;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law 20-2022 be amended by deleting paragraph 2 and replacing it with the following paragraph:
 2. (a) 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;
 2. (b) 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 cost as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
2. This by-law shall come into force and take effect on the day upon which it is registered in the Land Registry Office for the County of Essex (No.12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

BY-LAW NUMBER 56-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 21st day of March, 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:

434. SOUTH SIDE OF RIVERSIDE DRIVE EAST, WEST OF PIERRE AVENUE

For the lands comprising of Lot 1, Registered Plan 433, a *multiple dwelling* containing a maximum of 8 *dwelling units* shall be an additional permitted *main use* and shall be subject to the following additional provisions:

- | | |
|---|---------------------------|
| a) Lot Width – minimum | 15.0 m |
| b) Lot Coverage – maximum | 52.5 % |
| c) Side Yard Width – minimum | 1.50 m |
| d) Required Parking – minimum unit | 1 space per dwelling unit |
| e) Required Visitor Parking – minimum | 0 |
| f) Parking Area Separation – minimum | |
| From an <i>interior lot line or alley</i> | 0.60 m |

[ZDM 6; ZNG/6588]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	6	Lot 1, Registered Plan 433 (1153-1159 Riverside Drive East; Roll No. 030-020-10200; south side of Riverside Drive East, west of Pierre Avenue)	--	S.20(1)434

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
 Second Reading - March 21, 2022
 Third Reading - March 21, 2022

BY-LAW NUMBER 57-2022

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 21st day of March, 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:

(8) 0 Tecumseh Road East (southwest corner of Tecumseh Road East and Robinet Road)

N Part Lot 5, Registered Plan 62; Roll No. 070-880-00200

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

BY-LAW NUMBER 58-2022

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 21st DAY OF March, 2022

Passed the 21st day of March, 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 - March 21, 2022
Second Reading - March 21, 2022
Third Reading - March 21, 2022

Item No. 18.1.



Committee Matters: SCM 76/2022

Subject: Summary of Outstanding Council Questions as of March 15, 2022

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”

Outstanding:

- 2016 – 1
- 2017 – 1
- 2019 – 5
- 2020 – 8
- 2021 – 16
- 2022 – 4

2016

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Comm. Legal & Legislative Services	<p>CQ10-2016</p> <p>Asks that administration report back on best practices from other cities regarding metered on-street accessible parking AND to provide feasibility and cost of implementing free metered parking for residents with Accessible Parking Permits.</p> <p>ST2016 (February 22, 2016)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR414/2019 ETPS691</p> <p>Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)</p>

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Chief Administrative Officer	CQ36-2017 Asks that Administration report back on the 100 resilient cities program which is funding the position of a Chief Resiliency Officer in 4 Canadian cities – and report back on cost and benefits of establishing the position of a Chief Resiliency Officer both in Windsor and regionally. AS/8286 (September 5, 2017)	Type of Response Required -Written Report

Total Outstanding: 5

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Chief Administrative Officer	<p>CQ 7-2019 Asks that in light of the recent announcement from FCA to eliminate the third shift at the Windsor Assembly Plant and understanding the gravity of the economic impact to our community where as many as 10,000 jobs may be lost or affected, that Administration develop a proposal for Council’s review that could incent FCA to consider the possibility of introducing a new product into the Windsor Assembly Plant Facility. In doing so Administration should consider how existing City of Windsor economic development programs could be applied or amended to create a proposal that can help to protect the jobs now at risk both at the Windsor Assembly Plant and across the community generally.</p> <p>SPL/10759 (April 15, 2019)</p>	<p>Type of Response Required -Written Report</p>
Holt	Comm. Infrastructure Services	<p>CQ 12-2019 Asks that Administration update Council on the Residential Parking Permit Policy, outlining how it can be improved, whether it is accomplishing its stated goals, and recommending changes in the policy to better serve residents in areas with high demand for on-street parking.</p> <p>ST2019 (May 6, 2019)</p>	<p>Type of Response Required -Written Report</p> <p>Referred back to Admin CR445/2021</p>
Gignac	Comm. Community Services	<p>CQ 16-2019 Asks that Administration prepare a maintenance plan for East Bank of Little River where resident delegations identified a noxious, invasive plant (weed) issue.</p> <p>SR2019 (July 8, 2019)</p>	<p>Type of Response Required -Written Report</p> <p>CR655/2020 Additional info requested.</p>
Bortolin	Comm. Legal & Legislative Services	<p>CQ 23-2019 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>Type of Response Required -Written Report</p>

Holt	Comm. Infrastructure Services	<p>CQ 24-2019</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>Type of Response Required</p> <p>-Written Report</p> <p>CR565/2019 Referred to WIBIAC for comment</p>
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Total Outstanding: 8

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Community Development & Health Commissioner and to City Planner/Executive Director of Planning & Building	<p>CQ 4-2020 That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed.</p> <p>SS2020 (February 3, 2020)</p>	<p>Type of Response Required -Written Report</p>
Kaschak	Comm. Legal & Legislative Services	<p>CQ 7-2020 Asks that if Council decides to move forward with reducing the speed limit to 40 km/h on all city residential streets, that administration advise of the timelines and cost to implement this across the city.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required -Written Report</p> <p>CR169/2021 Referred to Admin.</p>
Francis	Chief Administrative Officer	<p>CQ8-2020 Asks Administration to prepare a report for Council's consideration regarding new initiatives, put in place to battle Covid19, that can remain in place to increase safety measures, efficiencies, environmental measures and cost savings moving forward. These measures might include paperless agendas and digital participation in meetings of council, among others.</p> <p>MH/13786 (April 27, 2020)</p>	<p>Type of Response Required -Written Report</p>
Bortolin	Executive Director Human Resources	<p>CQ15-2020 Ask that administration prepare a report outlining costs and procedures to begin collecting and reporting on data across the corporation tied to visible minority population. This data will be used to help guide future policy decisions and be shared for public consumption. Using other municipalities as comparators and also include any agencies in which the data is tied to. Also, look to connect with the Community Safety & Wellbeing initiative to see where overlapping efforts can be made to share data across the corporation.</p> <p>GM2020 (July 13, 2020)</p>	<p>Type of Response Required -Written Report</p>

Costante	Executive Director Human Resources	<p>CQ17-2020</p> <p>It is important that we recognize and acknowledge the historic and systemic nature of racism and discrimination in our country and our City. We understand that to move forward and promote equity and eliminate anti-racism requires reaching out to and hearing from the voices of those in our community and Corporation most impacted by discrimination and racism.</p> <p>In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that everyone is treated with respect. As such, I am seeking the input and recommendations of Administration and our Diversity Advisory Committee on the viability of:</p> <ol style="list-style-type: none"> 1. Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative. 2. Seeking the input of those in our Corporation and related entities and our community most affected by racism and discrimination, regarding barriers to hiring and advancement in our Corporation and related entities as part of the Diversity and Inclusion Initiative. 3. Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future. <p>APM2020 (July 13, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
McKenzie	Comm. Legal & Legislative Services	<p>CQ21-2020</p> <p>That given the significant cluster of developments through the Howard Avenue corridor between Cabana and South Cameron and increasing concerns among current residents around the capability of the municipal infrastructure directly impacted to support these developments, that Administration prepare a report evaluating those capacities and what if any appropriate investments should proceed in order to accommodate the new developments. The analysis should include a consolidated traffic impact study, an analysis of the condition of the roadway, the need for traffic management infrastructure and/or traffic calming as well as</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		active transportation capacities or deficiencies. ST2020 (July 27, 2020)	
McKenzie	City Planner	CQ32-2020 That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy. SRT2020 (December 7, 2020)	Type of Response Required -Written Report
Sleiman	Chief Building Official	CQ33-2020 I ask the City Administration to report back with a written report outlining the number of days it takes to get a building permit and compare it to other municipalities of similar size. I also ask Administration to devise methods of improving the speed of the permitting process. SB2020 (December 7, 2020)	Type of Response Required -Written Report

Total Outstanding: 16

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Holt	Comm. Infrastructure Services	<p>CQ 2-2021 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>Type of Response Required -Written Report</p>
Holt	Comm. Infrastructure Services	<p>CQ 3-2021 Ask that Administration conduct a parking assessment of the 9 BIAs with the goals of providing enough on/off-street parking to satisfy the business needs without patrons spilling into abutting residential neighbourhoods. If land acquisitions are deemed necessary to fulfil these needs with the construction of additional off-street municipal lots, plan and prioritise individual needs.</p> <p>ST2021 18.4 (March 8, 2021)</p>	<p>Type of Response Required -Written Report</p> <p>Referred to 2023 Budget Deliberations</p>
Bortolin	Comm. Community Services	<p>CQ 6-2021 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 & SAS/2021 18.1 (March 29, 2021)</p>	<p>Type of Response Required -Written Report</p>
Gignac	Executive Director of Human Resources	<p>CQ 7-2021 Asking Administration to provide a report to Council outlining the policy that regulates procedures after an accident involving City vehicles and any amendments they might propose to update it.</p> <p>ACD2021 & AL2021 18.2 (March 29, 2021)</p>	<p>Type of Response Required -Written Report</p>

Costante	Comm. Infrastructure Services/ Executive Director of Operations	<p>CQ 9-2021</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>Type of Response Required</p> <p>-Written Report</p>
Gill	Comm. Infrastructure Services/City Planner	<p>CQ 13-2021</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>Type of Response Required</p> <p>-Written Report</p>
Holt	Chief Building Official	<p>CQ 14-2021</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>Type of Response Required</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	CQ 15-2021 Asks that Administration report back on the possible causes of flooding on July 16th based on data collected, and that administration further provide any potential solutions moving forward. SW2021 (July 19, 2021)	Type of Response Required -Written Report
McKenzie	Comm. Legal & Legislative Services	CQ 17-2021 Asks that, to promote greater public safety for all people, that Administration work to develop a by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration. AB2021 & MH2021 18.1 (July 26, 2021)	Type of Response Required -Written Report
Gignac	Comm. Infrastructure Services	CQ 18-2021 Asks that Administration review the current truck routes in Windsor and bring a report with recommendations to Council on updating it as soon as possible. ST2021 18.2 (July 26, 2021)	Type of Response Required -Written Report
Gill	Windsor Police Services	CQ 21-2021 Asks that Administration and Windsor Police bring a citywide report back to council, there has been an increase in crime in Windsor and especially at the Forest Glade Park. I would like to ask what measures are in place to help combat these issues and what steps will be taken going forward to prevent these problems from reoccurring. Residents are concerned for their safety and I would like to ask what actions can be taken in the future to help protect the community from such crime and violence. SP2021 18.3 (September 27, 2021)	Type of Response Required -Written Report

Gignac	Licence Commissioner	CQ 22-2021 Asks what vehicles fall under the new city Noisy Vehicle bylaw and how By-Law enforcement and Police are co-ordinating to ensure compliance AB2021 18.4 (September 27, 2021)	Type of Response Required -Written Report
Kaschak	Licence Commissioner	CQ 23-2021 Asks that Administration provide an update for the October 18 th 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. AS2021 18.5 (September 27, 2021)	Type of Response Required -Written Report
Gill	Commissioner, Community Services	CQ 25-2021 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 SP2021 (October 25, 2021)	Type of Response Required -Written Report
Gignac	City Planner	CQ 26-2021 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. GP/13047 18.3 (November 1, 2021)	Type of Response Required -Written Report
Costante	Commissioner, Infrastructure Services	CQ 27-2021 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. ST2021 (November 15, 2021)	Type of Response Required -Written Report

Total Outstanding: 4

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Gignac	Comm. Infrastructure Services	<p>CQ 1-2022 Asks Public Works if adjustment to snow incident response would be more effective if salting of residential streets at least once to prevent ice forming. Intention is not to increase budget to include additional salting but perhaps redirecting multiple salting of arterials to direct 1 to residential streets.</p> <p>SW2022 18.3 (January 17, 2022)</p>	<p>Type of Response Required -Written Report</p>
Gignac	Comm. Legal & Legislative Services	<p>CQ 2-2022 Asks Administration to clarify, as soon as possible, the use of the Public Right of Way for distributing advertising bundles. If allowed what are the guidelines/requirements governing the use and if not allowed the penalties and enforcement procedures used. Residents feel if these are not delivered to their mailbox they should be prohibited and considered littering.</p> <p>ACOQ2022 18.1 (January 31, 2022)</p>	<p>Type of Response Required -Written Report</p>
Gignac	Comm. Infrastructure Services	<p>CQ3-2022 Asks Administration for a report outlining how deficient residential roads not in the 10 year Capital Budget will be addressed.</p> <p>ACOQ2022 18.3 (February 14, 2022)</p>	<p>Type of Response Required -Written Report</p>
Francis	Comm. Human & Health Services	<p>CQ4-2022 Asks Administration to make public any information they may have with respect to humanitarian aid or how residents can donate to support the people of Ukraine.</p> <p>ACOQ2022 (February 28, 2022)</p>	<p>Type of Response Required -Written Report</p>

/sg
 as of March 15, 2022



Council Directives: SCM 79/2022

Subject: Outstanding Council Directives as of March 21, 2022

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 17, 2012	CR293/2012	16287	City Planner	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" BE DEFERRED as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred by Council, as per the Commissioner, Legal & Legislative Services.
August 24, 2015	CR159/2015 Clause XI	17893		"Corporate Payroll Business Process Review UPDATE": That the final FTE staffing changes reductions and resultant project savings and completions, BE REPORTED to City Council as part of or prior to the 2018 budget process	Q1 2021
May 16, 2016	CR334/2016	S 76/2016	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	THAT City Council AUTHORIZE the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) BE REQUIRED to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	Ongoing as required

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 19, 2016	CR594/2016	C 176/2016	Chief Administrative Officer	<p>THAT City Council APPROVE the allocation of \$400,000 for the design, creation, installation and unveiling of a commemorative statue to honour the life and work of Hiram Walker; and,</p> <p>THAT City Council APPROVE that \$390,000 BE FUNDED from the 2014 Enhanced Capital Budget Contingency Placeholder for this project with the remaining \$10,000 to BE FUNDED from Councillor Holt's 2016 ward funds; and,</p> <p>THAT City Council APPROVE the sole source retention of artist Mark Williams for the creation, fabrication and installation of a statue/sculpture depicting Hiram Walker and DIRECT administration to prepare an agreement to retain the services of Mr. Williams accordingly; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to take any other steps as may be required to bring effect to these resolutions, satisfactory in form to the Commissioner, Legal & Legislative Services, in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Commissioner, Infrastructure Services; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any required documentation as it relates to this project, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and further,</p> <p>THAT administration REPORT BACK on fundraising efforts towards this project within six months.</p>	CAO 4032 - To be completed 2020

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 6, 2017	CR59/2017	CM 59/2016	City Planner	<p>THAT the report of the City Planner dated October 26, 2016 entitled "Response to CQ34-2016: Design Guidelines for fencing along Riverside Drive" BE RECEIVED for information; and further,</p> <p>THAT Administration BE DIRECTED to prepare a report for Council's consideration that would:</p> <ul style="list-style-type: none"> - Institute a by-law standard for decorative fencing and parking areas along Riverside Drive (both the north and south sides of Riverside Drive); and - Include options for incentivizing existing commercial and industrial property owners to be able to upgrade their existing fencing along the waterfront side of Riverside Drive; and <p>Include costing for decorative fencing from just east of Hiram Walker's all the way to Strabane.</p>	
August 8, 2017	CR472/2017	C 123/2017	Manager Real Estate Services	That Administration REPORT BACK with respect to conducting an EOI for the rental of the commercial space in the Goyeau Street Parking garage.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 16, 2017	CR648/2017	C 180/2017	Chief Administrative Officer	<p>... That pending the restoration of the Street Car #351, City Council APPROVE IN PRINCIPLE the installation of Street Car #351 into a Riverfront Park location with a future report to City Council for site location approval and funding request to install at said location and to develop a maintenance fund for future requirements; and further,</p> <p>That administration BE DIRECTED to undertake a public consultation process on this project, and that following this process, that an administrative report BE PREPARED for Council's consideration no later than 6 months after the Trolley is accepted from the current owner, to provide options as to usage if it is for some kind of vending (e.g., food and/or drink) or anything of that nature, including costs for transportation, placement, and potential sites; and further,</p> <p>That the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any other documents required to bring effect to these resolutions, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer/Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Corporate Leader of Parks, Recreation, Culture and Facilities and Executive Director of Recreation and Culture; and further,</p>	CR297/2018 Fundraising Ongoing
January 15, 2018	B32/2018	S 184/2017	City Forester	<p>THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan BE RECEIVED; and further,</p> <p>THAT funding for the Preventative Tree Maintenance Program in the estimated annual amount of \$2,080,000 beginning in 2019 BE REFERRED to future Capital budget deliberations; and,</p> <p>That Administration PROVIDE information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information BE PROVIDED during the 2019 Budget deliberation process.</p>	Will be included in Capital Variance Report 2021

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 26, 2018	CR155/2018	C 52/2018	Commissioner, Infrastructure Services	<p>...That the Purchasing Department BE AUTHORIZED to issue a Purchase Order to Haddad, Morgan and Associates Ltd. to provide engineering services related to the redevelopment of 6700 Raymond Ave (former Concord School site) for an upset limit of \$75,500 plus taxes; and further,</p> <p>That the Commissioner, Infrastructure Services or designate BE AUTHORIZED to issue the requisite tender for the construction works required for the redevelopment and FURTHER that once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.</p>	<p>On hold pending Planning's review of tiny houses as asked by Councillor Gignac Now that the SMP is complete we need to review the impact of this development however the concepts are still being developed by Planning - update towards end of Dec. 2020</p>
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	<p>That the correspondence from the Ministry of Education dated April 27, 2018 regarding an update to Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) BE RECEIVED, and further, that Administration BE DIRECTED to prepare a report for Council's consideration in terms of the possibility for applying on the City of Windsor's behalf for the Call of Proposals being issued this summer to participate in the Voluntary Integrated Planning and Partnerships Initiative (VIPPi), to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.</p>	
May 7, 2018	CR253/2018	C 76/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>...That all expenditures made under the exemption BE REPORTED to Council by the 2022 CAN-AM Police-Fire Games General Manager within a reasonable time following the conclusion of the Project.</p>	
May 7, 2018	CR265/2018 ETPS 597	SCM 178/2018 & S 59/2018	Commissioner, Community Services	<p>That the report of the Manager of Parks Development dated March 28, 2018 entitled "Response to CQ4-2016 Lighting at Riverfront Walkway Near Askin Boulevard" BE RECEIVED for information; and,</p> <p>That a report be BROUGHT BACK as part of the 2021 budget deliberations relative to the matter so that council can debate the allocation of the Central Riverfront Park Improvement placeholder funds, including consideration of lighting the riverfront walkway.</p>	<p>Stand alone report or as part of Capital Budget submissions under CRIP or lighting projects for 2021</p>

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR275/2018	C 77/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council PROVIDE Riverwest with the City's copyright permission to use banners with the likeness of public artwork owned by the City on condition that Riverwest agrees that the banners contain an acknowledgement of the artists who produced the original artwork; and further, That Council APPROVE the requested \$5000 indemnity and that this BE CHARGED to the Budget Stabilization Reserve Fund (BSR) and that Administration BE DIRECTED to prepare a draft policy for Council's consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	
June 4, 2018	CR333/2018 Clause VII	S 235/2017 & SCM 75/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	VII. That Administration REPORT BACK to City Council regarding the catalyst project designation under the Building/Property Tax Increment Grant Program.	
August 27, 2018	CR472/2018	C 148/2018	City Planner	That the Walkerville area BE SELECTED as a pilot project area for the Districting Initiative and generally bounded on the north by the Detroit River, on the south by Niagara Street, on the east by Walker Road, and to the west by Gladstone Avenue. That a design and costing consultant at a cost not to exceed \$100,000.00 (plus HST) BE RETAINED for purposes of performing a higher level design analysis/value engineering and market costing so that the most accurate budget estimates can be obtained and further approved by Council prior to project selection/execution; and further, That the cost of the design and costing consultant BE FUNDED from the 2018 Enhanced Budget for District Theming previously approved for spending by Council via CR123/2018; and, That a future Council Report BE PREPARED by the City Planner recommending and describing the specific Walkerville Districting projects to be completed with estimated budgets and timelines for completion.	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 17, 2018	CR503/2018 ETPS 630	SCM 332/2018 & C 122/2018	Commissioner, Community Services	<p>That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, BE RECEIVED for information; and,</p> <p>That City Council BE ADVISED that Administration will return to Council in January 2019 to request the approval to proceed with this project and release the 2023 funding allocated as part of the 2018 Enhanced Budget, and further,</p> <p>That Administration BE DIRECTED to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.</p>	Wayfinding signage at Little River Corridor install Spring 2020 as Pilot. Report to follow on year after review of pilot (summer/fall 2021)
September 17, 2018	CR512/2018 PHED 589	SCM 257/2018 & SCM 207/2018	City Planner	<p>That Report No. 7 of the Windsor Housing Advisory Committee indicating: That the "Draft" Official Plan policies relating to second unit policies BE ACCEPTED and further, that the recommendation of the Housing Advisory Committee proceed to the Planning, Heritage and Economic Standing Committee and to City Council as expeditiously as possible, BE APPROVED; and,</p> <p>That Administration REPORT BACK to Council on best practices from surrounding Municipalities regarding heights and set back requirements for ancillary structures.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 1, 2018	CR550/2018	S 165/2018	Commissioner, Community Services	<p>That the report from Glos Associates Inc. titled "Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study" and dated September 10, 2018 BE RECEIVED; and further,</p> <p>That Council APPROVE OPTION #2 – Construct a new greenhouse complex at Jackson Park- as the preferred solution; and further,</p> <p>That Council REFER consideration of the associated funding for the chosen option to the 2019 budget deliberations; and further,</p> <p>That subject to funding being approved in the Capital Budget, Administration BE DIRECTED to construct a new greenhouse complex at Jackson Park inclusive of the expansion space for in-house plant production and thereafter proceed to demolish the existing Lanspeary Park Greenhouse Complex, taking into consideration any heritage features or buildings contained thereon, and restore the subject area to parkland; and further,</p> <p>That Administration BE DIRECTED to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further,</p> <p>That Administration BE DIRECTED to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in-house).</p>	<p>Info on production numbers will be included in the report for approving the precommitment of remaining funds required anticipated in early January 2021. Lanspeary redevelopment plans/report will follow public open house, late 2021 early 2022.</p>

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 7, 2019	CR4/2019	C 217/2018	Chief Administrative Officer	<p>1. That City Council AUTHORIZE Administration to proceed with, and PRE-COMMIT funding for, the additional 2018 Enhanced Capital Projects identified in Appendix A for the 2019 calendar year; and,</p> <p>2. That the award of tenders or RFP's for the identified works BE PRE-APPROVED, subject to being within the allocated budget and in accordance with Purchasing by-law 93-2012, and that the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign all relevant agreements, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer and in technical content satisfactory to the Commissioner, Infrastructure Services, City Planner or Corporate Leader of Parks, Recreation, Culture and Facilities; and,</p> <p>3. That Administration REPORT BACK to City Council through a Communication Report(s) the results of all tenders that were awarded and approved, with any that require additional funding to be reported to Council separately.</p>	
February 4, 2019	CR35/2019	C 11/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and,</p> <p>That City Council DELEGATE authority to the Asset Planning Steering Committee to provide oversight to the implementation of this framework and to amend the guidelines and tools as may be deemed necessary as such guidelines and tools are integrated within the Corporation; and further,</p> <p>That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 25, 2019	CR120/2019	C 43/2019	Commissioner, Legal & Legislative Services	That the report of the Commissioner, Corporate Services Chief Financial Officer & City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further, That in a municipal election year, NO COUNCILLOR SHALL BE PERMITTED to commit to any conferences after the date of an election in a municipal election year; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
April 1, 2019	B8/2019	C 226/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That City Council RECEIVE the 2019 Capital Budget 7-Year Plan documents reflective of approx. \$845.104 M in total funding; and... That Administration BE DIRECTED to REPORT BACK to Council regarding the infrastructure deficit and a high-level plan to address it; and, As amended a total of \$240,000 from the 2019 Grant Matching and Inflationary Pressures project (FIN-001-19) be reallocated to: Capitol Theatre Capital Improvements (ENG-010-17) in the amount of \$40,000 for the new Marquee sign and Pedestrian Crossing (OPS-001-19) in the amount of \$200,000 for priority pedestrian crossings as identified in agenda Item 11.14.	
April 1, 2019	B14/2019	C 188/2018	Commissioner, Infrastructure Services	That Council FORMALLY REQUEST the Lieutenant Governor of Ontario for permission to divest of the City-owned shore wall along Lake St. Clair; and, That Administration FURTHER REPORT BACK with respect to the question regarding possible transfer ownership of shore walls and associated land; and...	Letter sent to ERCA Richard Wyma on November 2019. Letter sent by CAO to MNRF January 16, 2020 c/o Mitch Wilson. Cannot be responded to until a response is received. It will likely be a year or more. September 9, 2020 - Lt Gov. has not yet responded

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 1, 2019	B61/2019	Reference #C118	Chief Executive Officer Windsor Library	That the recommended “Addition of Friday Branch Hours” (Budget Issue #2019-0358) in the amount of \$98,412 BE NOT APPROVED , and that it BE FUNDED through one-time dollars and that Administration REPORT BACK in 2020.	
May 6, 2019	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” BE RECEIVED ; and further, That administration BE DIRECTED 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 BE RECEIVED for information; and further... That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any documents required to establish and participate in the Ontario Health Team, such that any funding does not create an additional annualized cost without the prior approval of City Council, and subject to legal approval by the Commissioner, Legal & Legislative Services, financial approval by the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical approval by the Community Development and Health Commissioner and Executive Director of Huron Lodge; and further, That Administration BE DIRECTED 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 NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and,</p> <p>That Building Administration CONTINUE TO REVIEW the effectiveness of the VBI program and PROVIDE City Council costing options to maintain permanent pro-active vacant building enforcement as part of the 2020 Building Inspections budget submission; and,</p> <p>That a sixth goal BE ADDED to the 5 program goals listed in the report, specifically “To mitigate visible blight for the affected neighbourhood”; and,</p> <p>That administration BE DIRECTED to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report ALSO INCLUDE options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.</p>	
July 8, 2019	CR334/2019	SCM 205/2019 & S 102/2019	City Planner	<p>That this Council Report responding to CQ 1-2019 on the benefits and process to designating Walkerville a Heritage Conservation District under the Ontario Heritage Act BE RECEIVED FOR INFORMATION; and,</p> <p>That Administration BE DIRECTED to proceed with the implementation of the Walkerville Heritage Conservation District Study; and,</p> <p>That administration PROVIDE a fulsome report to the Development and Heritage Standing Committee outlining the process, timelines and next steps.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR340/2019	SCM 183/2019 & S 97/2019	Commissioner, Human & Health Services	<p>...That Administration BE DIRECTED to bring the Community Safety and Well-being Plan to City Council and the Windsor Police Services Board in sufficient time to be adopted prior to the Provincial government's deadline of January 1, 2021; and further,</p> <p>That the Commissioner of Community Development and Health Services or her designate BE REQUESTED to provide regular updates to the Community Services and Parks Standing Committee over the process of development and implementation of the Community Safety and Well-being Plan.</p>	CR337/2020 Extended deadline
July 8, 2019	CR347/2019	SCM 190/2019 & S 79/2019	Commissioner, Human & Health Services	<p>...That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any agreements, documents and forms required to establish and participate as a Prototype, Service System Manager and/or Direct Delivery Agent, such that any funding does not create an additional annualized City cost without the prior approval of City Council. Authorization would be subject to approval as to legal content by the Commissioner, Legal & Legislative Services, as to financial content by the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer designate, and as to technical content by the Community Development and Health Services Commissioner and the Commissioner, Human & Health Services; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports and updates to City Council regarding the Ontario Works – Employment Ontario Transformation as information becomes available.</p>	
August 26, 2019	CR424/2019	S 129/2019	Senior Manager Asset Planning	<p>That City Council RECEIVE and APPROVE the attached Asset Management Plan for the City of Windsor in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal ; and further,</p> <p>That the report of the Manager of Asset Planning dated July 8, 2019 entitled “Corporate Asset Management Plan” BE DEFERRED to the 2020 Budget Deliberations to allow Council to consider the additional recommendations in the report.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 7, 2019	CR495/2019 Clause 6	C 162/2019	Sokol- Asset Planning	1 – That Council AUTHORIZE administration to negotiate a Municipal Sewer Access Agreement between the City of Windsor and Noventa Energy Partners Ltd. for the purpose of connecting to the City’s sanitary sewer trunk line at a designated location along Riverside Drive, satisfactory in form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and... 6 – That Council DIRECT administration to report back detailing the outcome of the negotiated agreements and other related matters contained in this report.	
October 7, 2019	CR518/2019	SCM 358/2019 & S 146/2019	Executive Director of Operations	That this report in response to CQ 12-2019 – Residential Parking Permit Policy BE RECIEVED by Council for information; and, That Council RESCIND the Onstreet Parking Permits for Agencies Policy as adopted in CR418/2004; and, That Council APPROVE the Agency Parking Permit Policy as proposed in Appendix “A”; and, That Administration BE REQUESTED to report back on options to curb the issues with permit parking including but not limited to no parking zones/limited parking/commuter lots and other solutions that administration deems may be good solutions; and, That this information BE FORWARDED to a future meeting of the Environment, transportation and Public Safety Standing Committee.	Waiting for information related to the lot near Brock Street which we are trying to make arrangements for some alternative parking
November 18, 2019	CR543/2019	S 198/2019	Commissioner, Human & Health Services	...That Administration BE DIRECTED to bring the regional Community Safety and Well-Being Plan to City Council and Essex County Council in sufficient time to be considered prior to the Provincial government’s deadline of January 1, 2021.	CR337/2020 Extended deadline

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 18, 2019	CR564/2019	SCM 388/2019 & SCM 329/2019	Windsor Police Services	That Report No. 21 of the Windsor BIA Advisory Committee – Increasing enforcement on Wyandotte St. East from Devonshire to Lauzon indicating: That Administration from Windsor Police Services BE REQUESTED to report back on the feasibility of increasing enforcement on Wyandotte Street East from Devonshire to Lauzon Road due to excessive speeding along this corridor.	
December 2, 2019	CR601/2019	SCM 417/2019 & SCM 365/2019		That Report No. 2 of the Committee of Management for Huron Lodge indicating: That Administration BE REQUESTED to report back on the history of per diem funding in long term care homes and the comparators relating to the allocation of food per diems in other institutions	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 2, 2019	CR608/2019	SCM 412/2019 & S 200/2019	Commissioner, Human & Health Services	<p>That this report from the Executive Director of Housing and Children's Services regarding the Windsor Essex Child Care and Early Years Service System Plan 2020-2025 BE ACCEPTED; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Province of Ontario's Ministry of Education on or before December 31, 2019 as required under the Child Care and Early Years Act; 2014 (CCEYA); and,</p> <p>That the Executive Director of Housing and Children's Services REPORT BACK to Council should the Ministry of Education have substantial changes and/or recommendations that are directed by the Minister to be incorporated into The Windsor Essex Child Care and Early Years Service System Plan 2020-2025; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit subsequent reports/updates on The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Ministry of Education if required; and further,</p> <p>That Administration REPORT BACK to the Community Services and Parks Standing Committee once further analysis is completed regarding the causal data related increase in vulnerability as reported in the Early Development Instrument (EDI) and further analysis in terms of breakdowns of EarlyON programs and usage.</p>	
December 16, 2019	CR621/2019	C 203/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE the issuing of a Request for Proposal (RFP), in accordance with Purchasing Bylaw 93-2012 and amendments hereto, for the potential development of a photovoltaic generation Net Metering project on suitable City of Windsor properties; and,</p> <p>That the Council DIRECT Administration to report back on the outcome of the RFP identifying the successful proponent along with a detailed business case analysis.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 20, 2020	CR40/2020	SCM 485/2019 & S 230/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors APPROVE the Transit Master Plan – More Than Transit (the Plan) as follows:</p> <p>1. That the Plan BE the roadmap for Transit Windsor from the years 2020 to 2028 to follow with annual reviews and updates; and,</p> <p>2. That any 2019 operating revenue surplus to a maximum of \$250,000 BE TRANSFERRED to Capital to fund a Garage Feasibility Study in order to implement the plan; and,</p> <p>3. That the recommendations as set out by Administration for capital and operating needs for 2020 through to 2028 BE DEFERRED to the City of Windsor Annual Operating and Capital Budget with regards to implementation of the plan.</p>	
January 27, 2020	B9/2020	SCM 299/2019 & S 167/2019	Commissioner, Infrastructure Services	That Administration BE DIRECTED to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection citywide wherever possible.	Report written as C 151/2020. Will be updated with new financial information and is expected to go to December 16 ETPS
January 27, 2020	B58/2020	AFB/13467	Chief Administrative Officer	That Administration BE DIRECTED to implement a Zero Based Participatory Full Council Budget model for the 2021 Budget deliberations and further that a report BE PROVIDED in the Spring of 2020 outlining the parameters and options for a Zero Based Budget model for Council's consideration and decision.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 24, 2020	CR99/2020 CR605/2019 CSPS79	SCM 58/2020 & C 160/2019	Commissioner, Community Services	<p>...That the International Relations Committee BE REQUESTED to review the \$25,000 commitment for the You + Me sculpture project due to the updated information regarding the \$50,000 financial commitment to this project by the Rotary Club of Windsor-Roseland;</p> <p>That the International Relations Committee RECONSIDER committing \$25,000 in the You + Me sculpture project; and further,</p> <p>That, in the absence of the International Relations Committee reconsidering a \$25,000 financial commitment, the International Relations Committee REPORT BACK to Council with their plan for the \$25,000 that was previously committed to the You + Me sculpture project.</p>	Completed - a small portion (\$5,000) was allocated to the You +Me sculpture project and of the remaining \$20,000 the IRC has approved \$14,000 for the Sister Cities Pole
April 27, 2020	CR149/2020	C 76/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the results of the email poll conducted by the Deputy Commissioner, Legal & Legislative Services on April 8, 2020 approving the following recommendation BE CONFIRMED AND RATIFIED:</p> <p>That, consistent with CR 127/2020 which provided all taxpayers property tax relief in the form of an extension for payment of the third interim tax instalment, City Council EXTEND the due date for the 2020 1st quarter remittance of the Municipal Accommodation Tax (MAT) from April 30, 2020 to June 30, 2020; and further,</p> <p>That there WILL BE NO late payment charges in either form, penalty and/or interest through the period June 30, 2020; and further,</p> <p>That the Commissioner, Legal & Legislative Services AMEND By-law 133-2018;</p> <p>and further,</p> <p>That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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” BE DEFERRED 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, Infrastructure Services	<p>1. That the response to CR323-2020 BE RECEIVED for information, AND</p> <p>2. That Council APPROVES 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 BE DIRECTED 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 APPROVES 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 & Legislative Services, or their designates, BE AUTHORIZED to sign any applications and take any such actions as required to secure funding provided such documents are in a form satisfactory to the Commissioner, Legal & Legislative Services, satisfactory in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical content to the Executive Director of Housing and Children’s Services; and further,</p> <p>That Administration BE DIRECTED to report back to the Community Services and Parks Standing Committee on a quarterly basis on timelines and progress of the report.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 7, 2020	CR553/2020 DHSC 207	SCM 311/2020 & S 53/2020	City Planner	<p>I. That Administration BE REQUESTED to give notice of intention to designate the property located at 436 Askin Ave in accordance with Part IV of the Ontario Heritage Act; within 60 days from September 25, 2020; and,</p> <p>II. That the request to demolish the enclosed porch and balcony at the rear of 436 Askin Ave to facilitate a rear addition and conversion to a semi-detached dwelling as currently proposed, BE REFUSED, in accordance with the Ontario Heritage Act, Section 30 Effect of the Notice of Designation; and,</p> <p>III. That Administration REPORT BACK to Council regarding initiation of a Heritage Conservation District Area Study for this area; and, that the report include suggestions related to potential boundaries, optional designation of a Heritage Conservation District Study Area Bylaw, timing of the study and funding considerations.</p>	
November 7, 2020	CR564/2020	C 211/2020	Commissioner, Infrastructure 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” BE RECEIVED; and further,</p> <p>That the existing RFP BE RESCINDED and that a new RFP BE ISSUED for hybrid mini-vans that would replace these vehicles and that Administration BE DIRECTED 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	That the report of the Senior Manager – Facilities dated November 6, 2020 entitled “Corporate Security Plan and Risk Assessment” BE DEFERRED to allow for additional information from administration.	
December 7, 2020	CR616/2020 Clause 6	C 54/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	6. That administration BE DIRECTED to report back at a high level on the economic impact and any perceived impacts on development if Council were to revisit eliminating the industrial exemption.	
December 7, 2020	CR625/2020		Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That administration BE DIRECTED 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.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 21, 2020	CR655/2020	SCM 374/2020 & S 164/2020	Commissioner of Parks, Recreation, Culture and Corporate Facilities	That Administration BE REQUESTED to report back to Council outlining the costs associated with undertaking an invasive species management strategy citywide.	
January 18, 2021	CR40/2021 ETPS 802	SCM 16/2021 & S 155/2020	Commissioner, 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" BE REFERRED back to Administration to narrow the focus as soon as possible, and to satisfy the Active Transportation Master Plan by providing cycling infrastructure along Wyandotte Street East and further, that in-person public meetings BE HELD once permitted, as part of a consultation process that would include residents and businesses in the subject area.	
February 1, 2021	CR64/2021 CR26/2021 DHSC 226 DHSC 227 DHSC 228 Clause 6	SCM 2/2021 & S 170/2020	City Planner	...6. That the City Planner BE DIRECTED to report back to Council on a range of options available to address the concerns arising from the 2650 Metcalf property operating as a Transport Terminal.	
February 8, 2021	CR69/2021	SCM 44/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council RECEIVE the external advisory report and ENDORSE IN PRINCIPLE the recommendations enclosed in Windsor Works: An Economic Development Strategy for the City's Future Growth; and further, That Council DIRECT Administration to undertake the work required in order to prepare a detailed implementation plan as soon as practical and provide quarterly updates to Council on progress.	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 22, 2021	B10/2021 ETPS 808	SCM 41/2021 & S 190/2020	Commissioner, Infrastructure Services	<p>That a pilot project for 2021 BE ESTABLISHED 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 BE COST-SHARED between the City of Windsor and St. Clair College at a cost of \$90,000 each; and,</p> <p>That the amount of \$90,000 for the City of Windsor's portion BE FUNDED from the Budget Stabilization Reserve (BSR) Fund for 2021; and,</p> <p>That administration BE DIRECTED to enter into discussions with St. Clair College and the Student Council for the potential of a "St. Clair College Pass Program"; and further,</p> <p>That the pilot project BE RE-VISITED by Council in early December, 2021.</p>	
February 22, 2021	B26/2021		Commissioner, Infrastructure Services	That the Street Extension and Trunk Sewer Project on Jarvis (ECP-010-07) BE DEFERRED for a period of 1 year to allow for the completion of the Environmental Assessment and public consultation to be conducted.	
March 29, 2021	CR110/2021	Clerk's File: SP2021		That the report of the Windsor Police Service entitled "Strategic Plan: 2020-2022" BE REFERRED to a future meeting of Council to allow for representatives from the Windsor Police Service to be in attendance and available for questions	
March 29, 2021	CR111/2021	Clerk's File: MU2021		That the "Windsor Utilities Commission 2020 Summary Report: Water + Imagination = Quality of Life" BE REFERRED to a future meeting of Council to allow for representatives from Windsor Utilities Commission to be in attendance and available for questions	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 19, 2021	CR161/2021	SCM 108/2021 & S 9/2021	Commissioner, Legal & Legislative Services	<p>1. That the Community Safety Zone Policy, attached as Appendix 1 of this report, BE ADOPTED.</p> <p>2. That Traffic By-law 9148 BE AMENDED as listed and attached in Appendix 2 of this report.</p> <p>3. That the Commissioner, Legal & Legislative Services BE DIRECTED to prepare the necessary documents to amend the by-law.</p> <p>4. That Administration BE REQUESTED to provide a report back on the cost of adding the nine Business Improvement Areas as Community Safety Zones.</p>	
April 19, 2021	CR165/2021	C 41/2021	Commissioner of Parks, Recreation, Culture and Corporate Facilities	<p>...That Council APPROVE the ongoing operational costs, including an increased Windsor Auxiliary Police presence within the Riverfront Trail with all associated costs related to the pilot project of e-scooters in Parks to be charged to the Parks Operations operating budget in 2021 and funded by the Budget Stabilization Reserve (BSR) during the pilot project period in 2021 as outlined in the financial matters section of this report, and that Administration include a submission on the funds required in the following year as part of the 2022 Operating Budget deliberations and further, That Administration REPORT BACK to Council on the results of the pilot project including ongoing costs after its completion.</p>	
April 19, 2021	CR168/2021	SCM 110/2021 & S 24/2021	Commissioner, Legal & Legislative Services	<p>That \$1,000,000 BE TAKEN from the 2020 yearend operating budget surplus and APPLY THIS AMOUNT to establish a traffic calming capital project budget for traffic calming initiatives; and further,</p> <p>That administration BE DIRECTED to report back to Council with a policy, including a rollout plan, that would allow residents to request speed bumps if the majority in the subject block wish to see that happen.</p>	
May 3, 2021	CR179/2021	C 51/2021	Commissioner, Legal & Legislative Services	<p>That the report of the Senior Legal Counsel and Student-at-Law dated April 9, 2021 entitled "Response to CR591/2020 – Cannabis Odour" BE DEFERRED to allow for a further report once the enforceability of the Town of Leamington's Cannabis Regulation By-law is considered by the Superior Court of Justice and the Normal Farm Practices Protection Board, and that the report also include possible enforcement options that would be available for Council's consideration.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 3, 2021	CR182/2021 Clause 4	C 53/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	4. That Administration BE DIRECTED to review the application of discounts applied to the first and second sub-classes of farmland awaiting development and provide recommendations to City Council with regards to the elimination of the tax rate discounts as part of the 2022 Tax Policy report.	
May 17, 2021	CR213/2021	MBA/3183 MBA/2988	& City Planner	That the correspondence from Paul Mullins on behalf of Assumption Parish dated April 23, 2021 requesting support from the City of Windsor to be recognized by Parks Canada as a Nationally Significant Historic Site, BE REFERRED to administration for review and a report back to Council for consideration, specifically as it would pertain to the ramifications designation would have on city property.	
June 21, 2021	CR285/2021	C 87/2021	Chief Administrative Officer	That Council RECEIVES the report from the Chief Administrative Officer on June 7, 2021, which provides a preliminary organizational review of The Corporation of the City of Windsor; and, That Council DIRECTS Administration to report back to Council with a Corporate Strategic Plan that will provide strategic and tactical objectives that will continue to create an organization that is innovative, agile, collaborative, solution-oriented, efficient, and effective; and, That Council DIRECTS Administration to create an Implementation Playbook for the 20-Year Strategic Vision to ensure the continued rapid realization of its goals; and, That Council DIRECTS Administration to report back to Council with amendments to the Delegated Authority By-law No. 208-2008 to remove "red tape" and enable rapid execution of Council's vision and direction; and, That Council AMENDS CAO By-law No. 218-2002 to reflect the current organizational structure, i.e. clarifying that the CAO shall recommend to Council the appointment and dismissal of Corporate Leadership Team members and statutory officers but not Department Heads; and, That Council DIRECTS Administration to retain an expert in effective board governance and facilitation, and schedule a closed Council Workshop for education purposes.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR321/2021	GCE2021 & ACOQ2021	Commissioner, Legal & Legislative Services	<p>That the correspondence from the Commissioner, Legal & Legislative Services dated July 13, 2021 regarding “Response to CQ11-2021: Ontario Conservation Authority Working Group consultations” BE RECEIVED; and further,</p> <p>That administration BE DIRECTED to schedule an education/information session for Council and administration regarding core services and optional services, in order to allow Council to then issue a submission to the Ontario Conservation Authority Working Group as part of their consultations that are currently underway for both Phase 1 and 2.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR331/2021 CSPS 155	SCM 223/2021 & S 80/2021	Commissioner, Community Services	<p>That the report from the Cultural Development Coordinator regarding the expansion of the City of Windsor’s Poet Laureate program BE RECEIVED; and further,</p> <p>That the Poet Laureate program, established as an ongoing program, BE REBRANDED as the ‘Poet Laureate and Storytellers’ program; and further,</p> <p>That the program BE UPDATED to include two new positions – Indigenous Storyteller and Multicultural Community Storyteller; and further,</p> <p>That the additional funding required for the expanded program honorariums and programming initiatives in 2021 in the amount of \$9,500 BE CHARGED to the Culture and Events operating budget; and further,</p> <p>That Council PRE-COMMIT a \$9,500 increase to the Culture and Events 2022 operating budget; and further,</p> <p>That Administration BE DIRECTED to seek nominations for recognized Windsor literary and spoken word artists for the position of Indigenous Storyteller and Multicultural Community Storyteller, to be appointed for two-year terms; and further,</p> <p>That the administrative report BE REFERRED to the Diversity Committee for review and comment; and,</p> <p>That additional consultations BE CONDUCTED as appropriate.</p>	
July 26, 2021	CR360/2021 DHSC 310	SCM 243/2021 & S 87/2021	Commissioner, Legal & Legislative Services	<p>1. That Report No. S 87/2021 entitled “Updates to the 2021 Ontario Heritage Act Amendments” BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to prepare amendments to City of Windsor Official Plan, Delegation By-law, and create new Heritage Procedures/By-law, or utilize other policies or tools as required, to address the legislative changes and for Council’s consideration.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 26, 2021	CR363/2021 DHSC 313	SCM 246/2021 & S 71/2021	Commissioner, 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 BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to consult with stakeholders regarding potential changes to the Brownfield Redevelopment CIP outlined in Report No. S 71/2021 and prepare any necessary CIP amendments for Council's consideration.</p>	
July 26, 2021	CR365/2021 CR333/2021	C 98/2021	Commissioner, Human & Health Services	<p>...That the Executive Director of Housing and Children's Services BE DIRECTED to develop a proposed model for the Housing Hub project and bring back recommendations to City Council for consideration; and further,</p> <p>That Administration PREPARE an official letter on behalf of City Council to help advocate other levels of government to address funding gaps with respect to mental health and addictions to ensure the new housing hub is a success.</p>	
September 27, 2021	CR387/2021	C 116/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the 2020 Annual Investment Compliance Report for the year ending December 31, 2020 BE RECEIVED for information; and further,</p> <p>That City Council SUPPORT the following actions with regards to the development and implementation of an enhanced investment strategy:</p> <p>That Administration BE AUTHORIZED to prepare a Request for Proposal (RFP) for Investment Advisory services; and further,</p> <p>That Administration BE DIRECTED to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further,</p> <p>That Administration BE AUTHORIZED to prepare an Expression of Interest (EOI) to seek interest in the development of an in-house solution for managing current and projected cash flows more efficiently through the use of technology; and further,</p> <p>That Administration BE DIRECTED to report back to City Council the results of the above noted actions.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 27, 2021	CR402/2021 ETPS 841	SCM 263/2021 & S 69/2021	Commissioner, Infrastructure Services	<p>That the report of the Engineer I dated June 4, 2021 entitled "Alley Standards Development – City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to develop an Alley Standards Development Committee as outlined in the report; and,</p> <p>That the Alley Standards Development Committee REPORT BACK to Council with a fulsome report regarding alleys across the City, including but not limited to the following:</p> <ul style="list-style-type: none"> • Capital and Annual Costs associated with developing, maintaining and enforcing a set of standards for all of the City's alleys • Clear Alley Standards • Different Kinds of Alleys • Alley Closure Process • Additional Dwelling Units accessing alleys and required maintenance • Collection of Garbage and Refuse at Curbside in a consistent manner • Data and Statistics related to resources spent on 311 calls in alleyways regarding clean up/rodent or other issues 	
October 4, 2021	CR429/2021 DHSC 326	SCM 296/2021, S 41/2020, AI 7/2021, & AI 10/2021	Commissioner, Legal & Legislative Services	<p>That the report of the Senior Planner – Policy and Special Studies dated February 27, 2021 entitled "Closure of Part of Dodsworth Street, Between Kay Street and Malden Road, Between 5168 and 5180 Malden Road - Applicant: T. Fasan - SAS/5917 - Ward 1" BE REFERRED back to administration to allow administration the opportunity to work with the Applicant to come to an amenable resolution for everyone involved</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 4, 2021	CR432/2021 DHSC 321	SCM 289/2021 & S 75/2021	Commissioner, Legal & Legislative Services	<p>That the City Planner BE DIRECTED to report back to the Development & Heritage Standing Committee before the end of 2021 with the following:</p> <p>a. Official Plan policy options to further enhance and strengthen densification and intensification as part of the City’s overarching growth strategy, including timelines, funding and resource options to prepare that background work for an OPA or OP update; and,</p> <p>b. In order to better inform that policy work around, the Chief Planner is requested to report back with options to host one (or more) design charette workshops to co-create with community leaders a vision for a complete community city block that would capture the very best of global placemaking practices when certain density thresholds are achieved.</p>	
October 4, 2021	CR448/2021 ETPS 858	SCM 313/2021 & S 110/2021	Commissioner, Infrastructure Services	<p>That the report of the Manager of Contracts, Maintenance & Field Services dated August 19, 2021 entitled “Response to CQ 5-2021 Pedestrian Walkways – City Wide” BE RECEIVED for information; and,</p> <p>That the addition of signage at pedestrian inter-block walkways in the wintertime BE APPROVED; and,</p> <p>That administration BE DIRECTED to monitor the effectiveness for a period of 2 years; and,</p> <p>That funding in the amount of \$18,600 BE APPROVED; and,</p> <p>That the amount BE FUNDED from the Budget Stabilization Reserve Fund (BSR)</p>	
October 4, 2021	CR452/2021	C 123/2021 & C 129/2021	Commissioner, Infrastructure Services	<p>That the report of the Senior Manager of Engineering dated September 17, 2021 entitled “Festival Plaza Improvement – Final Design – Ward 3” and the report of the Manager of Parks Development dated August 23, 2021 entitled “Waterfront Beacon – Street Car # 351” BE REFERRED back to Administration to allow for a comprehensive report related to how the Festival Plaza and Waterfront Beacon can be linked to the new City Hall Esplanade moving forward; including but not limited to information related to bathroom facilities, food services, and other options, for Council’s consideration.</p>	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR461/2021	C 124/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That City Council APPROVE the development of a pilot Hybrid Work Program as proposed in Appendix A (attached) for a period of one year starting in October 2021; and,</p> <p>That Administration PROVIDE City Council with a progress report after one year for further recommendations; and,</p> <p>That the draft of the new Hybrid Work Procedure (Appendix B) BE RECEIVED FOR INFORMATION; and,</p> <p>That the White Paper on Future of Working Remotely in Ontario's Single Tier Municipalities dated June 2021 (Appendix C) prepared on behalf of the Regional Single Tier Human Resources Group BE RECEIVED FOR INFORMATION.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR466/2021 ETPS 845	SCM 300/2021, SCM 224/2021, C 152/2021 & SCM 350/2021	Commissioner, Legal & Legislative Services	<p>That Report No. 110 of the Windsor Essex County Environment Committee (WECEC) of its meeting held June 24, 2021 indicating: That the proposal from the Windsor-Essex Youth Climate Council for a pop-up temporary separated bike lane on University Avenue BE ENDORSED. BE APPROVED; and,</p> <p>That City Council ENDORSE the creation of a pilot project for temporary separated bike lanes along University Ave. in 2022; and,</p> <p>That Administration CONSULT with external stakeholders including the University of Windsor, the DWBIA, Bike Windsor-Essex and other organizations or groups as appropriate to develop a pilot project for separated bike lanes along University Ave.; and,</p> <p>That Administration BE REQUESTED to report back to Council with a more detailed outline of the pilot project related to consistency including but not limited to financial implications and the following:</p> <ul style="list-style-type: none"> • Administration would engage with the University of Windsor to identify any potential funding or cost-sharing; • Administration, working collaboratively across departments, would develop design alternatives for the University Avenue corridor; • These alternatives would be presented to stakeholders in a public consultation program; and, • Administration would report back to Council with a recommended alternative, results of public consultation, and cost estimates to seek Council's approval for construction as well as for funding approval of associated capital and operating costs. 	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR475/2021 CR452/2021	C 123/2021	Commissioner, Community Services	<p>I. That City Council DIRECT Administration to work with the consultant to develop different costing options for the final detailed design of the Festival Plaza that vary in price, and once completed, undertake public and stakeholder consultations on those designs. This will give Council the opportunity to determine the level of investment that should be made at Festival Plaza; and,</p> <p>II. That City Council DIRECT the Manager of Parks Development to apply for a site-specific amendment to the Official Plan and Zoning By-law 8600 to allow the necessary buildings and structures within Festival Plaza to extend above the crown of the pavement of Riverside Drive as all potential options will require an amendment; and,</p> <p>III. That City Council DIRECT Administration to create a detailed connectivity plan, including public consultation, between the riverfront and the adjacent areas along the CRIP footprint with special consideration for downtown areas. The plan should not include tunnels underneath Riverside Drive but rather should have multiple access points to link the northside of Riverside Drive to the southside of Riverside Drive focusing on pedestrian safety and include options for physical design changes to Riverside Drive; and further,</p> <p>IV. That City Council DIRECT Administration to prepare a comprehensive Council report that incorporates all of the above recommendations.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR476/2021 CR452/2021	C 129/2021	Commissioner, Community Services	<p>That City Council APPROVE the design of the building and the terraces for the Legacy Beacon as the new home for Streetcar No. 351, located on the waterfront North of Riverside Drive at the foot of Caron Avenue in Legacy Park (Appendix A); and,</p> <p>That the City Planner BE DELEGATED the authority to approve the Site Plan Control Application and BE AUTHORIZED to approve minor changes to the design to allow for the construction for a permanent building (Legacy Beacon) to house Streetcar No. 351; and,</p> <p>That City Council APPROVE and pre-commit \$1,000,000 in 2023 from the Central Riverfront Festival Plaza (PFO-003-15) for the incremental construction costs needed at the Legacy Beacon; and further,</p> <p>That Administration REPORT BACK to Council with a business case for the concession/terrace area prior to the 2022 budget deliberation meetings or as soon as possible thereafter.</p>	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR496/2021 CSPS 163	SCM 329/2021 & S 51/2021	Commissioner, Community Services	<p>That the report of the Senior Manager of Facilities dated May 13, 2021 entitled "CQ 4-2021 - Proposal for Council consideration to provide menstrual hygiene products in select municipal buildings free of charge" BE RECEIVED for information; and,</p> <p>That Council APPROVE a 1-year pilot program-Option C as outlined in the administrative report, to provide free menstrual products in public women's, men's, universal and family washrooms at the locations listed below:</p> <ul style="list-style-type: none"> • WFCU Centre • Windsor Water World • Windsor International Aquatic and Training Centre • Capri Pizzeria Recreation Complex • 350 City Hall Square W. • 400 City Hall Square E; and, <p>That the estimated cost of \$19,000 plus HST BE FUNDED from the City's Budget Stabilization Reserve (BSR) Fund; and further,</p> <p>That the City's Advisory Committees, Boards and Commissions (ABC's) BE MADE AWARE of the pilot program and BE REQUESTED to adopt a similar program at their facilities where applicable; and,</p> <p>That Administration REPORT BACK to Council with a six month interim report to provide a status update, and after one year with the results of the pilot program to request annual operating funds through the 2023 budget process.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR497/2021 CSPS 164	SCM 333/2021 & S 132/2021	Commissioner, Community Services	<p>That the report of the Cultural Development Coordinator and Manager of Culture & Events dated September 16, 2021 entitled "Update of Round 2 of the Arts, Culture and Heritage Fund 2021 – City Wide" BE RECEIVED for information; and,</p> <p>That Administration REPORT BACK during the 2022 budget deliberations with potential increases to the Arts, Culture and Heritage Fund Grant Program funding envelope that matches and keeps pace with growth in the community; and,</p> <p>That Administration BE DIRECTED to investigate the possibility of private sector partnerships to augment the funding envelope that this program delivers to the community.</p>	
November 15, 2021	CR520/2021 ETPS 867	SCM 363/2021 & S 136/2021	Commissioner, Legal & Legislative Services	<p>That the report of Transportation Planning Senior Engineer dated September 27, 2021 entitled "2019 Road Safety Report – City-Wide" BE RECEIVED for information; and further,</p> <p>That the data in this report BE REVIEWED and BROUGHT FORWARD when decisions related to development patterns and other investment in infrastructure are being considered including but not limited to opportunities for development or planning.</p>	
November 15, 2021	CR526/2021	C 132/2021	Commissioner, Corporate Services	<p>That Council APPROVE the award of RFP 41-21, Municipal Property Tax Software Solution, to CentralSquare Canada Software Inc. as the successful and sole proponent, for an initial period of three (3) years, with potential renewals for successive one (1) year periods, provided all terms and conditions remain the same; and...</p> <p>That a funding plan to address annual operating budget impacts of the new tax software BE REFERRED to the 2023 Operating Budget deliberation process if the Pay-As-You-Go funding plan is not approved as part of the 2022 operating budget deliberation process.</p>	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 13, 2021	B28/2021	C 176/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That City Council APPROVE the following recommendations upon the City receiving written confirmation from the Green and Inclusive Community Building grant provider that the City's grant application for the Re-imagined Adie Knox Herman project has been awarded the requested funding:... That City Council DIRECT Administration to report to City Council on options for Adie Knox Herman project funding, should the grant not be awarded in whole or in part.	
December 13, 2021	B34/2021 CR419/2021	C 113/2021	Commissioner, Community Services	That the report of the Project Administrator dated August 27, 2021 entitled "Proposed Artificial Turf Sports Field - Ward 6 & 7" BE REFERRED back to Administration to continue to explore artificial turf options with stakeholders for Council's consideration.	
December 13, 2021	B38/2021	C 171/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That this report with regards to the Power to Impose a Tax on Vacant Residential Units BE RECEIVED for information; and further, That City Council APPROVE the development of a Vacant Residential Unit Tax program for the City of Windsor; and further, That Administration BE DIRECTED to conduct further research in terms of designing and implementing a Vacant Residential Unit Tax program inclusive of community consultation and that a fully developed program be brought back to City Council for approval prior to implementation; and further, That City Council APPROVE the use of funding from the Budget Stabilization Reserve to offset any shortfall in the projected revenue up to the \$100,000 that has been included in the 2022 Operating Budget in the event that the implementation of a Vacant Residential Unit Tax program be delayed.	
December 13, 2021	B47/2021	Clerk's File: GH/14271	Commissioner, Human & Health Services	That the Executive Director Housing and Children's Services BE REQUESTED to report back to the Community Services and Parks Standing Committee related to pressures specific to the Rent Assistance Program in 2022	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 20, 2021	CR553/2021	C 190/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That the December 7, 2021 report from PSD Citywide Inc. entitled “Improving the Identification, Monitoring, and Tracking of Development Charges Related Projects at the City of Windsor”, which is financed by the Province of Ontario’s Audit and Accountability Fund, BE RECEIVED for information; and,</p> <p>That the City Treasurer BE AUTHORIZED to post the PSD Citywide Inc. reports to the corporate website by no later than January 31, 2022 in accordance with the grant’s requirements; and,</p> <p>That Administration BE DIRECTED to further assess the reports developed by PSD Citywide Inc. AND the recommendations presented in the report to better understand their value and any cost implications, AND where deemed appropriate bring those items forward for consideration in future budgets.</p>	
December 20, 2021	CR555/2021 ETPS 864	SCM 361/2021, C 154/2021 & AI 19/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>1) That City Council RECEIVE the report of the Supervisor of Environmental Sustainability & Climate Change dated October 7, 2021, entitled "Response to Council directive regarding applying a climate lens to the City’s purchasing practices – City Wide"; and,</p> <p>2) That City Council APPROVE Administration proceeding with identified strategies for 2021/2022 including:</p> <ul style="list-style-type: none"> • Form an internal Sustainable Purchasing Team; • Update current purchasing procedures/documents to ensure environmental sustainability and climate change is being considered; • Update the City’s Sustainable Purchasing Guide (2015) to reflect updates for climate change considerations; and • Join the Canadian Collaboration for Sustainable Procurement for 2021/2022; and, <p>3) That Administration REPORT BACK to City Council by the third quarter (Q3) 2022 with a report on achievements and possible next steps.</p>	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 20, 2021	CR565/2021 ETPS 872	SCM 384/2021 & S 118/2021	Commissioner, Infrastructure Services	<p>That the Street Lighting Policy based on Option 4 (a) of the report, attached as Appendix 1 of this report BE ADOPTED; and,</p> <p>That Council APPROVE the establishment of a new reserve fund for enhanced street lighting; and,</p> <p>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,</p> <p>That the report BE PROVIDED as soon as possible or at a February 2022 meeting of Council.</p>	
January 17, 2022	CR19/2022 CR543/2021 Clause 7, 8 & 9	C 141/2021 & AI 1/2022	Commissioner, Legal & Legislative Services	<p>...7. That the annual operating cost requirements BE REFFERED to the 2023 budget.</p> <p>8. That Administration BE DIRECTED to report back to Council with a by-law and policy amendment for Council consideration that provides for options to add signalized traffic management tools at school crossing checkpoints on arterial roadways where they do not currently exist and are not likely to meet the full scope of warrant criterion as is currently applied and that this information BE BROUGHT FORWARD to Council by the 2nd quarter of 2022.</p> <p>9. That Administration BE DIRECTED to report back specifically related to the school crossing at the Cabana and Caron/Clara intersection with potential funding options to install a pedestrian acitivated traffic light at that location.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 17, 2022	CR20/2022	C 6/2022	Chief Administrative Officer	<p>That City Council APPROVE waiving the fees associated with the BIA Parklet, Curbside and Sidewalk Cafes for 2022; and,</p> <p>That City Council APPROVE increasing the current 15 minutes free parking via the City of Windsor Parking App to 60 minutes, and also include surface parking lots; and...</p> <p>That the financial impacts from these recommendations BE REPORTED to City Council as part of the 2022 Quarterly Variance reports as COVID 19 pandemic costs; and,</p> <p>That the following recommendation BE DEFERRED to the January 31, 2022 Council Meeting to allow for administration to provide additional information related to the financial impacts of waiving licence fees, and deferring the business licence deadline beyond June 30, 2022, to the next calendar year, including waiving penalties/interest charges:</p>	
January 31, 2022	CR33/2022 CSPS 172	SCM 6/2022 & SCM 403/2021	Commissioner, Community Services	<p>That the minutes of the Community Public Art Advisory Committee of its meeting held October 12, 2021 BE RECEIVED for information; and further,</p> <p>That the portion in the subject minutes pertaining to the sculptural tribute honouring music industry pioneer Rosalie Trombley BE REFERRED back to Administration to determine whether a public display can be considered, either at the Chimczuk Museum or the Art Gallery of Windsor, and that this BE REPORTED BACK to Council.</p>	

Outstanding Council Directives Tracking Log

Updated:3/16/2022

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 31, 2022	CR36/2022 CSPS 175	SCM 9/2022 & S 144/2021	Commissioner, Human & Health Services	<p>That the report of the Coordinator of Housing Administration & Policy dated October 28, 2021 entitled "Rent Supplement Program Expiries and Mitigation Strategy – City Wide" BE RECEIVED for information; and,</p> <p>That the Corporation of the City of Windsor REQUEST the Province of Ontario and Government of Canada to provide further financial support to extend funding for rent supplement/housing allowance programs and include reference to impacts of the sunsetting of rent supplement and housing allowance programs including specific data points; and,</p> <p>That the Association of Municipalities of Ontario (AMO) BE REQUESTED to quantify these impacts province-wide; and,</p> <p>That the resolution BE FORWARDED to Windsor and Essex County Members of Parliament (MPs), Windsor and Essex County Members of Provincial Parliament (MPPs), the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Ontario Municipal Social Services Association (OMSSA), the Ministry of Municipal Affairs and Housing, and the Premier of Ontario; and further,</p> <p>That, should the sunsetting of rent supplement and housing allowance programs proceed, the impacts BE REPORTED to Council prior to the March 31, 2022 deadline along with options to mitigate those impacts.</p>	
February 14, 2022	CR57/2022	C 18/2022	Commissioner, Legal & Legislative Services	<p>That the report of the Commissioner of Legal & Legislative Services dated January 31, 2022 entitled "Response to CQ 24-2021 - By-law to Require All Property Owners to Maintain Their Properties Free from Rodents and Further Researching Best Practices from Other Municipalities - City Wide" BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report back at a future date on the data collected and potential strategies to target the issue of rodents in our community; and further,</p> <p>That Administration BE DIRECTED to initiate an education and awareness campaign so residents are more aware of the existing Rodent Extermination Program.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 14, 2022	CR66/2022 CR46/2022 B33/2021	C 104/2021 & AI 3/2022	Commissioner, Infrastructure Services	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 the Windsor Public Library Board to allow the Board the opportunity to discuss and bring forward a clear submission and budget request for Council consideration.	
February 14, 2022	CR70/2022 CR47/2022 CR542/2021	C 169/2021 & AI 2/2022	Chief Administrative Officer	That the report of the (Acting) Executive Initiatives Coordinator dated October 29, 2021 entitled "Streamlining Approvals to Enable Rapid Execution of Council's Vision and Direction" BE REFERRED to a Strategic Planning Session of Council.	
February 28, 2022	CR82/2022	C 28/2022	Commissioner, Infrastructure Services	That the Street Lighting Policy, attached as Appendix B of this report, BE ADOPTED ; That the Local Improvement Policy, attached as Appendix A of this report, BE ADOPTED ; and, That the annual operating cost requirements BE REFERRED to the 2023 budget process.	
February 28, 2022	CR83/2022	C 26/2022	Commissioner, Infrastructure Services	That the report of the Engineer III dated February 10, 2022 entitled "A Provisional By-Law for the Repair and Improvement to the McKee Drain – Wards 1 and 2" BE DEFERRED to a future City Council meeting to allow time for Administration to meet with the affected property owner for further discussion; and further, That Administration BE DIRECTED to request funding from the Ministry of Transportation (MTO) for all expenses associated with any repair and improvements (construction works) to the McKee Drain as it provides a drainage outlet to the Rt. Honourable Herb Gray Parkway and was altered due to the development of the Parkway project.	

Clerk's Note: The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

Clerk's Note: This summary chart is not intended to replace the actual minutes of all proceedings.

March 21, 2022
City Council Meeting
Item 8.16 – Written Submission

From: Jessica Berwick

Sent: Thursday, March 17, 2022 2:16 PM

To: Robinet, Lauren <lrobinet@citywindsor.ca>

Subject: Re: Rezoning - 2811035 Ontario Inc – 1913, 1925 & 1949 Devonshire Court - Z-034/21 - March 21, 2022 City Council Meeting Notification

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.

I am opposed to this matter and I represent a property on Ottawa Street.

Subject Lots

Devonshire Court

- Good Day Members & Counselors,
- My name is David Kassab I moved here from Toronto in 2002 and I have been living in this neighborhood since that time.
- I do live within walking distance from the Subject Lots.
- I strongly oppose to the Subject Lots amendment or rezoning for various reasons and before I get into details, I would like to briefly talk about the Walkerville area in Windsor:

- Walkerville is the pride of Windsor-Ontario, due to its location with a rich history, Walkerville was the city where labour unions were born, it has a unique neighborhood & a lot of properties are considered heritage buildings.
- Some properties around the subject lots hold their value and some of them are worth millions of dollars.
- Last month CTV news posted: \$ 3.4 million dollar house for sale in Walkerville. That property in this illustration is one block away from the Subject Lots.
- Adding a Building in this neighborhood will lower the value of our Heritage homes.

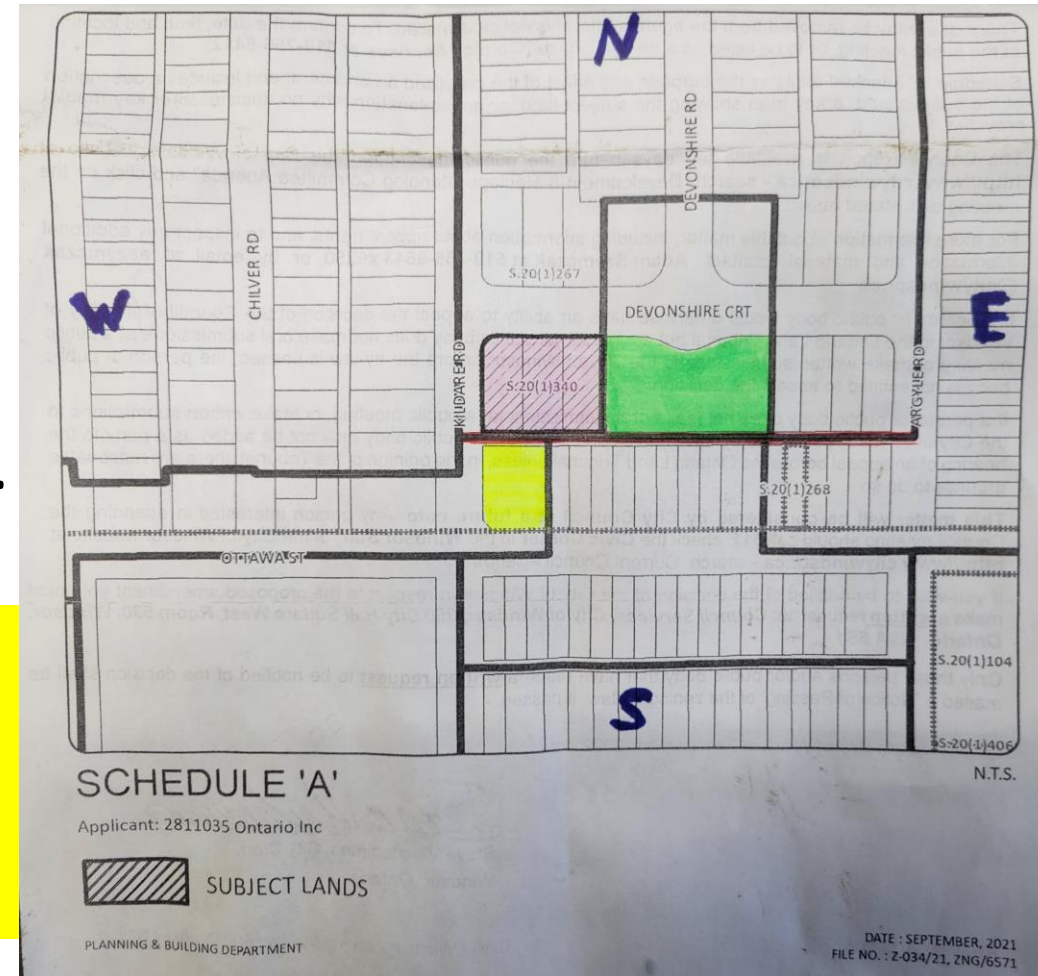


Facts:

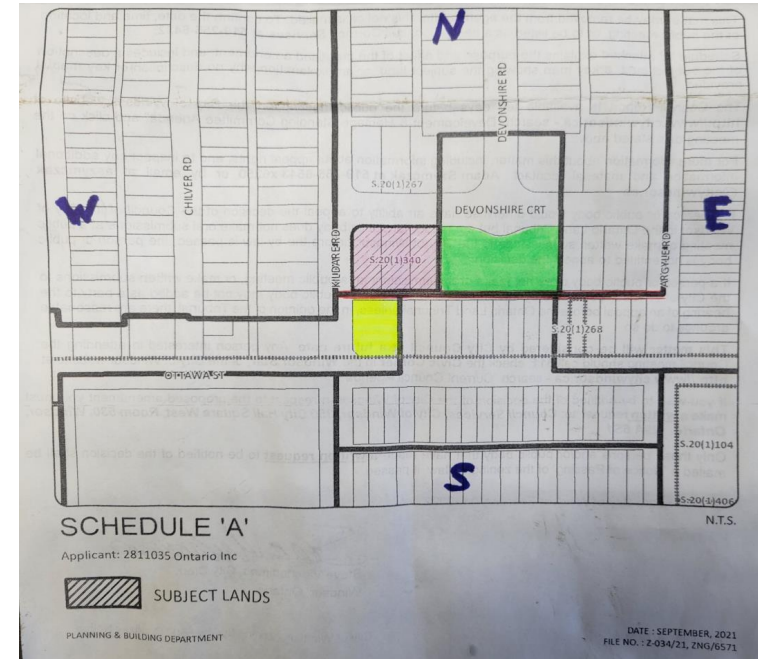
- The investor is planning to put a 23 unit building on the subject lots, and to have an access to the parking lot from the Alley. The red line in this illustration reflects the alley.

- Based on this illustration that was provided to us by the City of Windsor: 20 homes have access to the alley, most of them if not all use the Alley on a daily basis because parking on Ottawa street is prohibited in night time and restricted during the day time.

- Tim Hortons is located on the south side of the subject lots. The yellow color in this illustration reflects Tim Hortons property.



- The green color reflects the Public park which is located on the east side of the subject property. The access to this park is from Devonshire Court & the Alley which makes pedestrian traffic busy in the alley especially when kids are going to Tim Hortons during their school break time.



- A lot of Houses around the subject lots don't have a Garage or driveway to park their cars. Cars are usually parked on the road.
- Most houses around the subject lots are one or two stories in Height.

- This is Tim Hortons drive-thru exit which is located exactly next to the alley access.

- To the right side of the alley is the location of the subject lots where the investors are trying to open an access to their parking lot from this alley.

- This Tim Hortons drive-thru is constantly busy all day everyday and people who live in this neighborhood know exactly how busy that corner is.



- This picture is taken from Kildare Rd showing how busy this location of Tim Hortons is, some cars reverse into oncoming traffic on Kildare Rd like this black pick up truck due to the busy traffic in the drive-thru, vehicles can't even leave the parking lot from the other side.



-We are still on Kildare Rd, the right-side is Tim Hortons, far right would be the subject lots, between them would be the Drive-thru exit and alley access right in front of that pickup truck.

-This white pickup truck is parked in No Parking zone, many drivers including Garbage trucks, Ambulance, Police, Commercial Vehicles park there on a daily basis to run quickly to Tim Hortons to avoid traffic @ the Tim Hortons parking lot.

- Drivers have to pay extra caution when leaving the Alley due to pedestrians around Tim Hortons, students, cyclists, parked vehicles, cars coming from both directions on Kildare plus cars leaving Tim Hortons drive thru.

- Also on this illustration you can see how home owners park their cars around the subject lots due to lack of parking spots in this area.





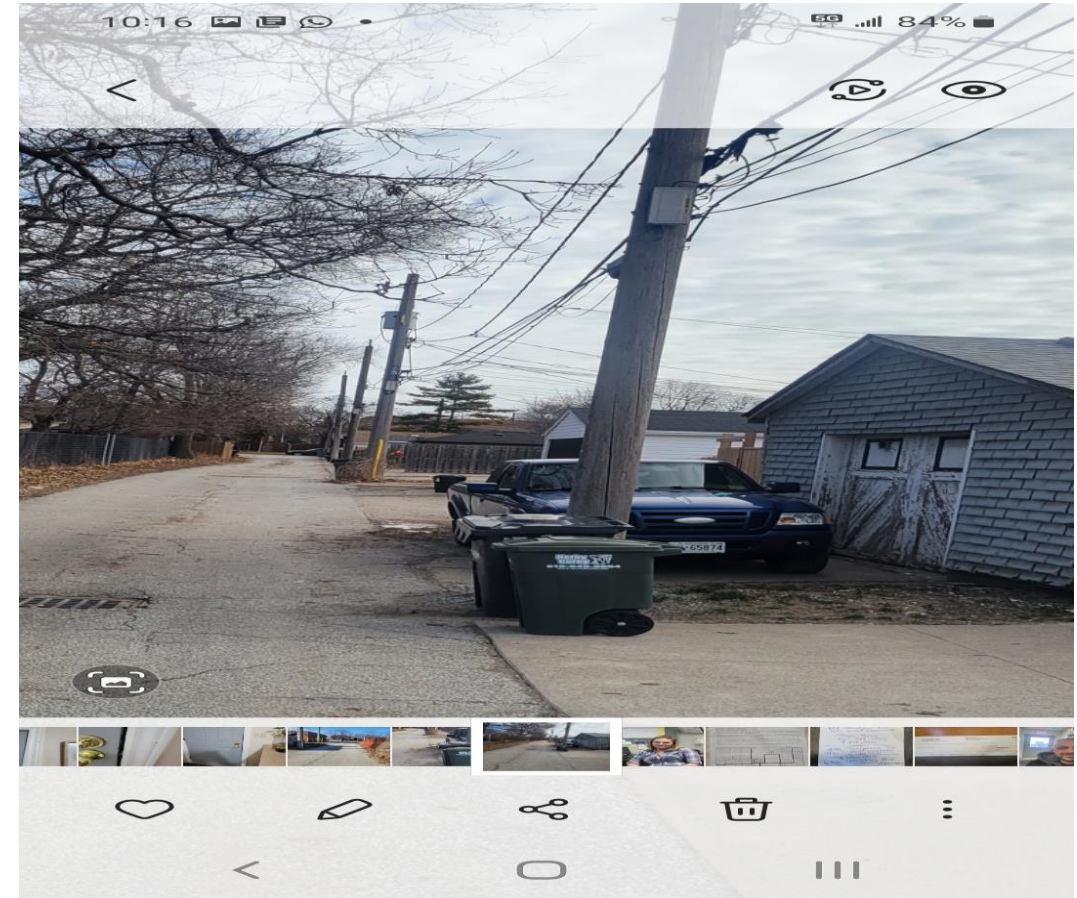
- As you see in these illustrations, cars not only park on Kildare Rd to have access to Tim Hortons but also park in the alley as well especially commercial vehicles, and garbage trucks

- The 2009 Canadian Vehicle Survey done by the Natural Resources Canada stated that the Number of light vehicles per household in Ontario is 1.5 some non government studies for the year 2020 stated that the number of cars per household in Canada is 1.8

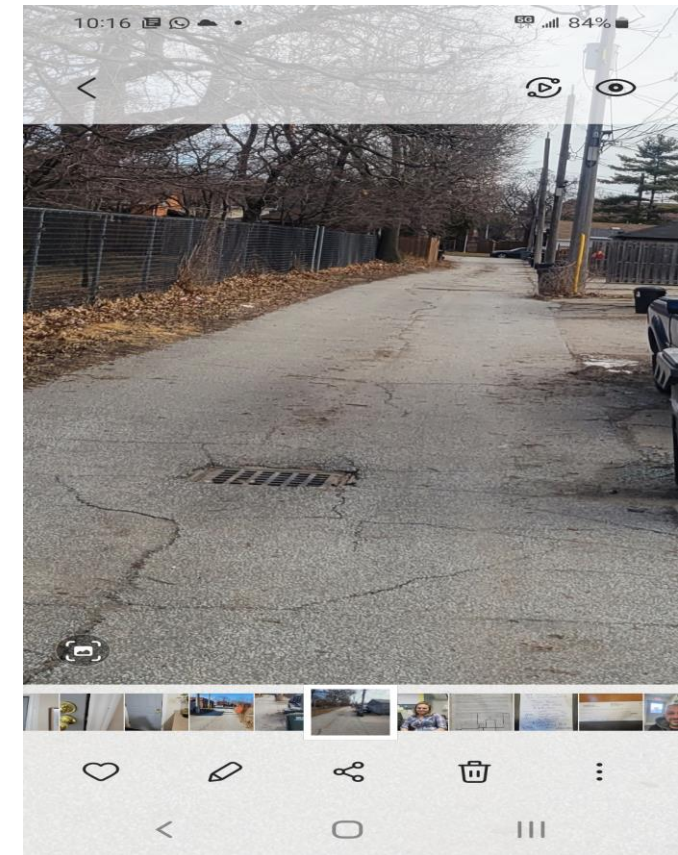


- These surveys give us a conclusion that these 23 units will have roughly 35 cars for the tenants based on 1.5 ratio, not counting the management, service, maintenance, friends and visitor's vehicles to that building.
- This illustration, shows cars parked on Argyle Rd (east side of the subject lots) and many of these homes don't have private parking
- In the night time and weekends or during snowstorms you won't be able to find empty parking spots around the Subject Lots.

- This illustration presents the Alley behind the Subject Lots where current homeowners park their cars, its also an access to the garbage collection and because the alley doesn't have a curb resulting in the garbage bins located very close to the alley, in windy days some garbage bins end up in the middle of the alley.



- A lot of Local Families and students walk in this Alley to go to Tim Hortons or to the park, putting into consideration this Alley does not have streetlights in the nighttime or a sidewalk.
- A lot of homes that have access to this alley don't have a fence which mean Kids & Pets can run quickly and suddenly to the Alley.
- In the wintertime this Alley does not have snow cleaning service, it makes it hard to walk or operate a vehicle, also it become very narrow due to snow sitting on both sides of the alley.



- I personally measured the width of this Alley and I got 12 feet roughly in width, while an average car width from mirror to mirror is 7 feet and this Alley is considered two-way traffic.
- In addition, the sewer system runs under this Alley and I'm wondering if there is enough capacity to connect 23 units to that line ???

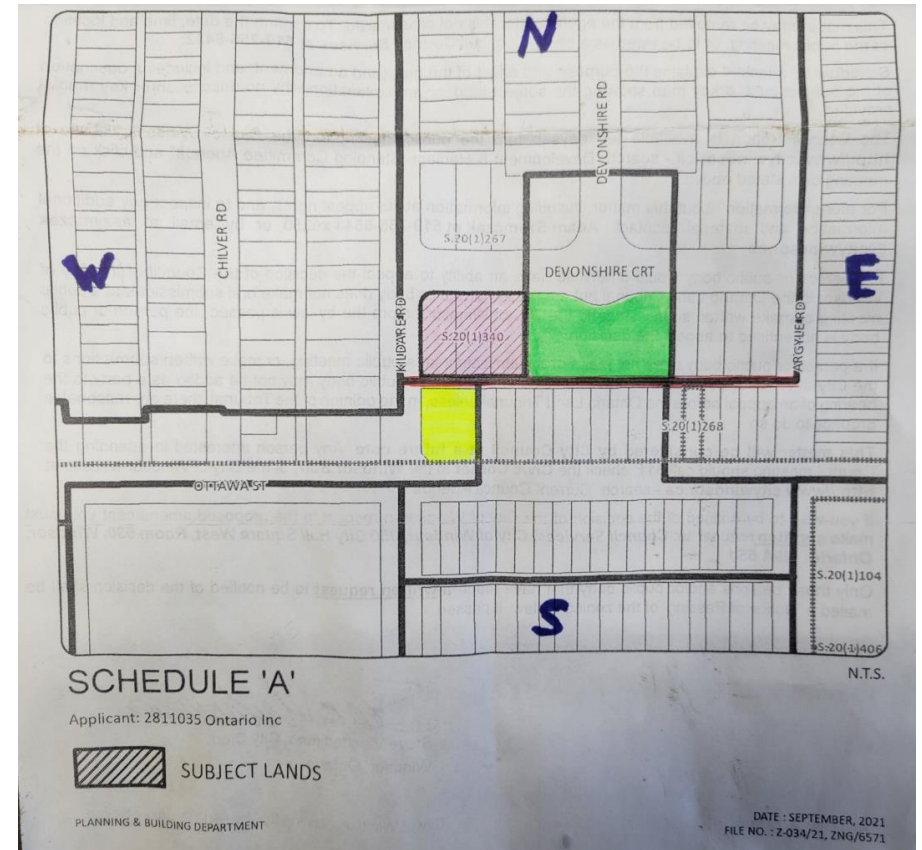


- You see in this illustration that it is impossible for two cars to pass each other in this Alley without backing or stopping in one of the nearby house's driveway.
- A side from pedestrians, It is not uncommon to find homeless living temporary in this alley because of the location of Tim Hortons and the park which makes it a challenge for a car drivers to pass though.
- Adding 23 units with access from the alley, means we are doubling the number of cars in this path. Imagine its like doubling the traffic in the City of Windsor and think about how the problems and challenges for the roads would be.
- In my opinion, Adding 23 units causes serious safety hazards in this Alley and near by Tim Hortons during the day time and night time.



- Adding a 4-story building in that area poses a risk of the neighborhood's privacy aside from blocking the Sun light partially to some neighbor's homes.

- The Public Park next to the Subject Lots is considered small in size, but I believe its enough for the current neighbors to enjoy and relax in it, especially with their pets. But there is no doubt in my mind by adding 23 units will congest and exhaust that park because it will be an easy access to these 23 units to take their pets constantly over there since they don't have their own back yard.



Conclusion:

- A combination of Safety Risks, High Traffic Area, Alley Size, Privacy Issues, Properties Value, Public Park usage and a lack of parking spots make it impossible to add these units without making big challenges to the entire neighborhood, including the tenants that will reside in that building.
- Counselors: I personally left Toronto because of Heavy Traffic and congestions and I don't want to see that start happening in my neighborhood, **I don't want to see another Toronto here.**
- **Thank you for your time !!!**