

City Council Meeting

Date: June 13, 2022

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

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

All members will have the option of participating in-person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations 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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1.1.	In the event of the absence of the Mayor, Councillor Bortolin has been Appointed Acting Mayor for the month of June, 2022 in accordance with By-law 176-2018, as amended.
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2.	CALL TO ORDER - Playing of the National Anthem
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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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5.	NOTICE OF PROCLAMATIONS
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Proclamations

“Recreation & Parks Month” – June 2022

“Garden Day” – Saturday, June 18, 2022

“Longest Day of SMILES®” – Sunday, June 19, 2022

“World Sickle Cell Day” – Sunday, June 19, 2022

“Jennifer Jones Day” – Monday, June 27, 2022

“Parachute National Injury Prevention Day” – Tuesday, July 5, 2022

Illumination

“World Blood Donor Day” – Sunday, June 12 to Saturday, June 18, 2022

“World Sickle Cell Day” – Sunday, June 19, 2022

“Parachute National Injury Prevention Day” – Tuesday, July 5, 2022

6.	COMMITTEE OF THE WHOLE
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7. **COMMUNICATIONS INFORMATION PACKAGE** (This includes both Correspondence and Communication Reports)

8. **CONSENT AGENDA**
 - 8.1. Request for Provincial Assistance with Zoning for Automotive Battery Manufacturing Facility located at Banwell Road and EC ROW Avenue East (Ward 9) (**C 86/2022**)
 - 8.2. Capital Variance Report - March 31, 2022 - City Wide (**C 91/2022**)
 - 8.3. Little River Pollution Control Plant -Sludge Pump House No 01 Upgrades- City Wide (**C 99/2022**)

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

10. **PRESENTATIONS AND DELEGATIONS**

PRESENTATIONS: 10-minute maximum

 - 10.1. The Essex and Kent Scottish (**SCM 150/2022**)
 - 10.2. Great Lakes Way Progress & Connecting Green

11. **REGULAR BUSINESS ITEMS** (Non-Consent Items)
 - 11.1. Charles Clark Square – Repairs Required for the 2022 – 2023 Season - Ward 3 (**C 98/2022**)
 - 11.2. Ward 9 Ditch Survey and Inspection of Private Culverts and Private Catch Basins - Ward 9 (**SCM 120/2022**) (**S 14/2022**)

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

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

14. **MOVE BACK INTO FORMAL SESSION**
15. **NOTICES OF MOTION**
16. **THIRD AND FINAL READING OF THE BY-LAWS**
17. **PETITIONS**
18. **QUESTION PERIOD**
19. **STATEMENTS BY MEMBERS**
20. **UPCOMING MEETINGS**

Housing & Homelessness Advisory Committee
Tuesday, June 21, 2022
10:00 a.m., Zoom video conference

Environment, Transportation & Public Safety Standing Committee
Wednesday, June 22, 2022
4:30 p.m., Zoom/Hybrid Platform

International Relations Committee
Thursday, June 23, 2022
3:30 p.m., Zoom video conference

Regular City Council Meeting - **CANCELLED**
Monday, June 27, 2022
4:00 p.m.

Committee of Management for Huron Lodge
Thursday, June 30, 2022
9:00 a.m., Zoom video conference

Development and Heritage Standing Committee
Monday, July 4, 2022
4:00 p.m., Zoom/Hybrid Platform

Community Services Standing Committee
Wednesday, July 6, 2022
9:00 a.m., Zoom/Hybrid Platform

21. **ADJOURNMENT**



Subject: Request for Provincial Assistance with Zoning for Automotive Battery Manufacturing Facility located at Banwell Road and EC ROW Avenue East (Ward 9)

Reference:

Date to Council: June 13, 2022
Author: Greg Atkinson, Senior Planner
519-255-6543 ext. 6582
gatkenson@citywindsor.ca
Planning & Building Services
Report Date: May 9, 2022
Clerk's File #: Z/14409

To: Mayor and Members of City Council

Recommendation:

- I. THAT the Mayor **BE AUTHORIZED** to submit a letter to the Deputy Minister of Economic Development, Job Creation and Trade outlining City Council's support for the required zoning for the proposed EV battery manufacturing facility to be located at Banwell Road and E.C. ROW Avenue East and requesting assistance with expediting such approval; and,
- II. THAT supporting studies, reports, and information related to the zoning **BE ATTACHED** to the Mayor's letter; and,
- III. THAT Administration **CONTINUE** to work with staff from the Ministry Economic Development, Job Creation and Trade to support and expedite the required zoning.

Executive Summary:

N/A

Background:

On March 23, 2022 Stellantis and LG Energy Solution (LGES) announced that Windsor had been selected as the site of Canada's first large-scale electric vehicle battery manufacturing facility. The companies will form a joint venture (JV) to facilitate a \$5 Billion (CAD) investment in a large scale lithium-ion battery production plant. The facility will have an annual production capacity in excess of 45 gigawatt hours, targeted to be operational in 2024 and create an estimated 2,500 new jobs. The facility will be located on approximately 93 hectares (230 acres) of land located near the intersection of Banwell Road and E.C. ROW Avenue East.

Site Information

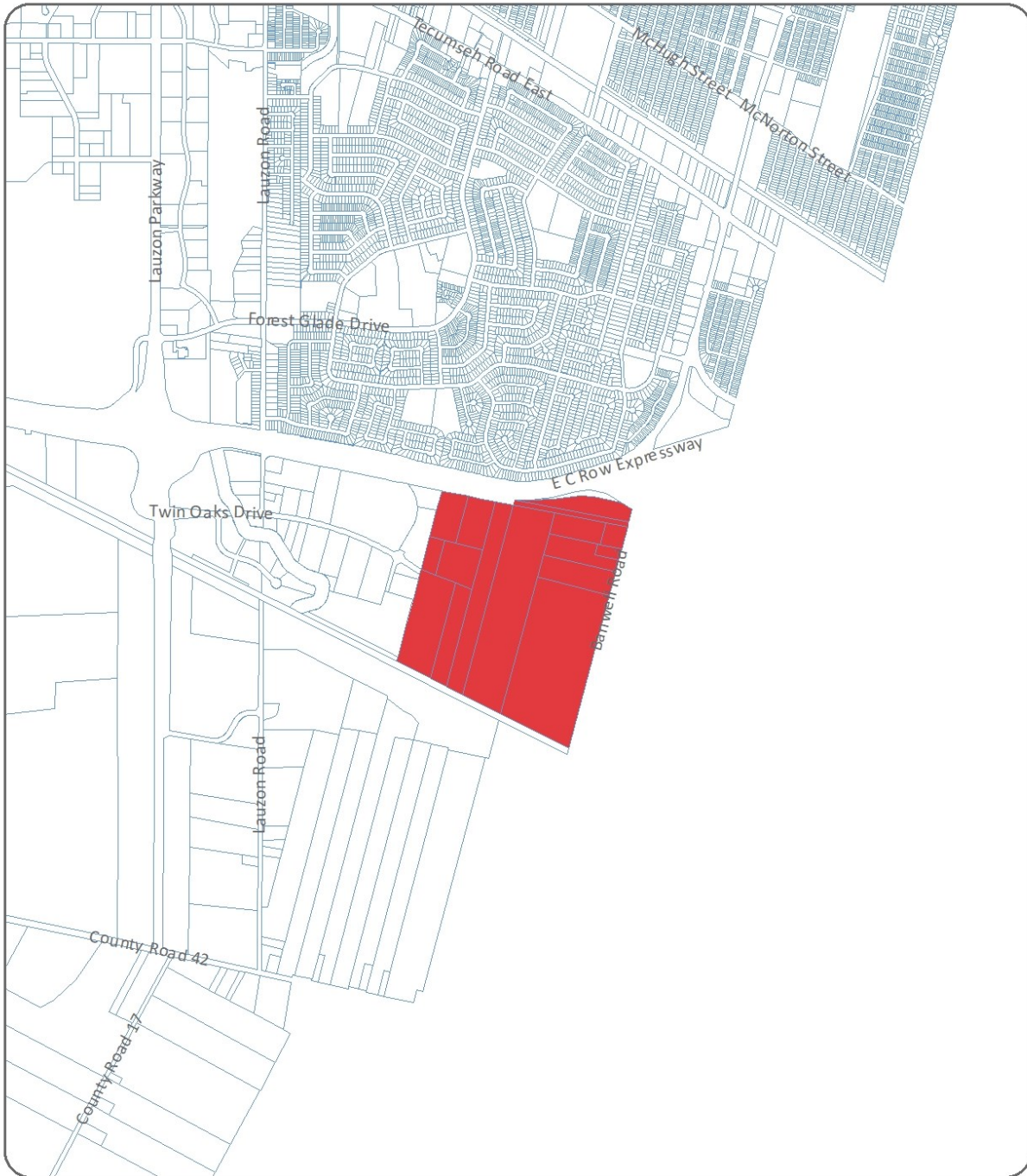
The site is generally located south of E.C. ROW Expressway, east of the existing Twin Oaks Industrial Area, north of the Canadian Pacific Rail Corridor and west of Banwell Road (see Figure 1: Key Map). The site mostly consists of agricultural lands with existing industrial lands on the west side of the site and one rural residential dwelling located along Banwell Road. Other than the one dwelling there are no other buildings located on the site.

The surrounding lands include:

- Immediately to the north is the E.C. ROW Expressway and further to the north is a low density residential neighbourhood (Forest Glade), which primarily contains detached dwellings.
- Immediately to the east is Banwell Road (arterial road) and further to the east is agricultural lands and rural residential dwellings within the Town of Tecumseh.
- To the south is a Canadian Pacific Railway corridor and large hydro transmission corridor.
- To the west is an established industrial area (Twin Oaks Business Park).

To facilitate the investment the City has acquired privately held land, which was added to City-owned lands with the intention to lease the consolidated property to the JV. With the City already owning 37.9 acres, this involved the purchase of the remaining 188.5 acres. In addition to property assembly the City will facilitate the necessary works to ensure services are extended to the site. The site is comprised of 15 properties, which are shown on Figure 2: Parcel Map and described in Figure 3 Parcel Descriptions.

Figure 1: Key Map



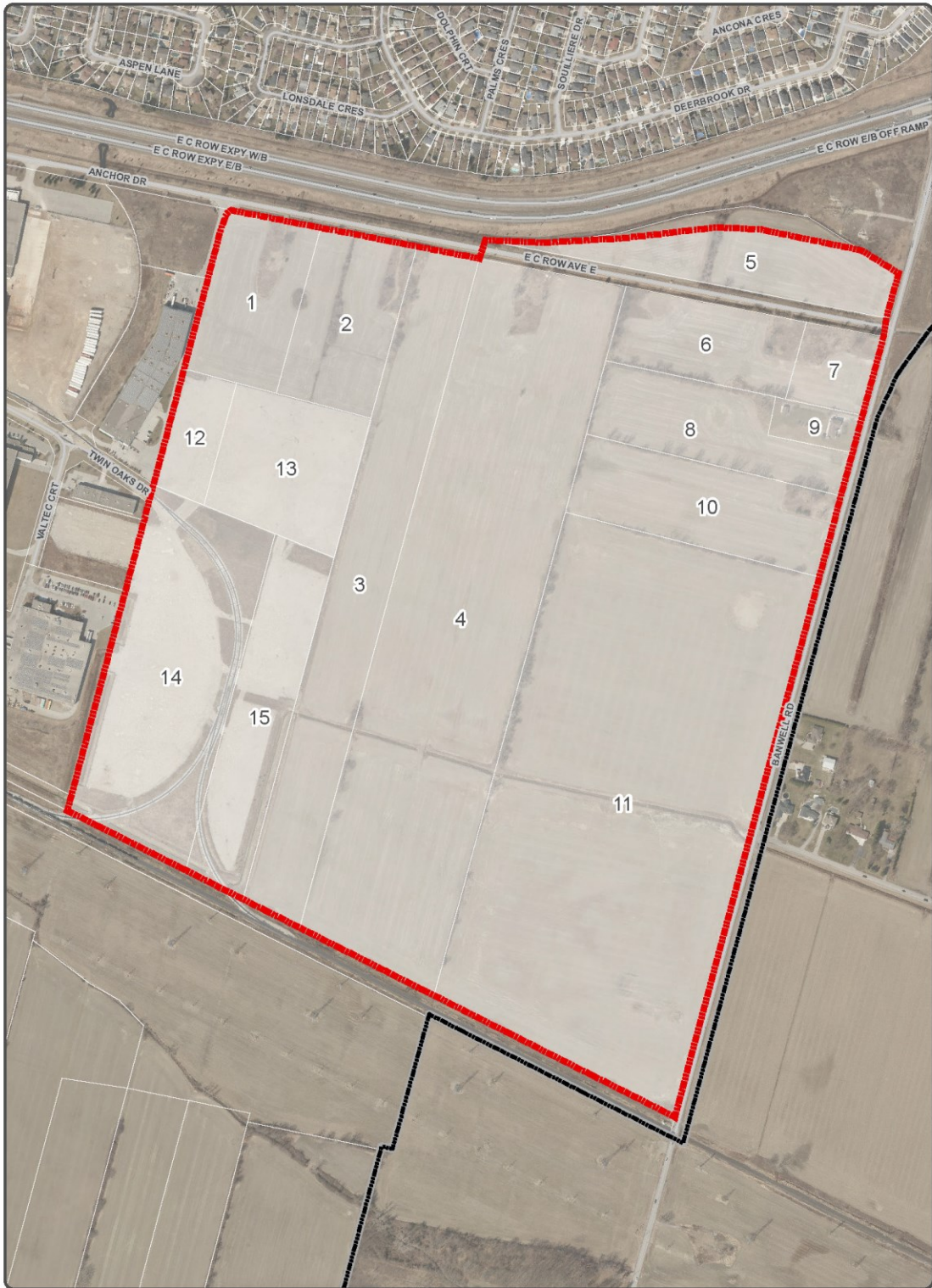
KEY MAP - Z-XXX/22, ZNG-XXXX & OPA XXX, OPA-XXXX



● SUBJECT LANDS

APPLICANT: CITY OF WINDSOR

Figure 2: Parcel Map



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

■ SUBJECT AREA - - - CITY BOUNDARY

TOTAL AREA: 230.69 ACRES (933574.24 SQ M)



Figure 3: Parcel Descriptions

Map Reference	Address	Area (acres)	Official Plan	Zoning
1	0 EC Row Ave	7.4	Industrial	Manufacturing District H-MD2.2 S.20(1)H318
2	0 EC Row Ave	7.8	Industrial	Manufacturing District H-MD2.2 S.20(1)H318
3	0 EC Row Ave	20	Business Park	Commercial District H-CD4.1 S.20(1)318
4	0 EC Row Ave	48.6	Business Park / Mixed Use	Commercial District H-CD4.1 S.20(1)318
5	0 Banwell Rd	7.6	Mixed Use	Manufacturing District MD2.4
6	11055 EC Row Ave	6.6	Mixed Use	Commercial District H-CD4.1 S.20(1)222
7	3447 Banwell Rd	2.9	Mixed Use	Commercial District H-CD4.1 S.20(1)222
8	0 Banwell Rd	8	Mixed Use	Commercial District H-CD4.1 S.20(1)222
9	3455 Banwell Rd	1.5	Mixed Use	Commercial District H-CD4.1 S.20(1)222
10	3463 Banwell Rd	10	Mixed Use	Commercial District H-CD4.1 S.20(1)222
11	2087 Banwell Rd	64.2	Business Park / Mixed Use	Commercial District H-CD4.1 S.20(1)319 S.20(1)320
12	0 EC Row Ave	3.1	Industrial	Manufacturing District H-MD2.2 S.20(1)H318
13	0 EC Row Ave	8.6	Industrial	Manufacturing District H-MD2.2 S.20(1)H318
14	0 EC Row Ave / 0 Twin Oaks Dr	20.5	Industrial	Manufacturing District H-MD2.2 S.20(1)H318
15	0 EC Row Ave / 0 Twin Oaks Dr	10.1	Industrial	Manufacturing District H-MD2.2 S.20(1)H318

Site History

The subject lands were transferred from the Town of Tecumseh in 2003—primarily for the purpose of providing the City with a long-term supply of employment lands. The lands were brought into the Official Plan in 2007 via OPA 60, which established Business Park and Mixed Use designations.

The land at the corner of Banwell Road and EC ROW Avenue East (i.e. properties 6,7,8,9, and 10) was rezoned in 2008 from Agriculture under the (former) Township of Sandwich South Zoning By-law 85-18 to Commercial District H-CD4.1 within the City's main Zoning By-law 8600.

The western portion of the site (i.e. properties 1,2,12,13,14, and 15) was the subject of an Official Plan and Zoning By-law amendments in 2015 to facilitate the former CS Wind operations. This amendment extended the Industrial designation eastward from the Twin Oaks Business Park and established Manufacturing District H-MD2.2 zoning with site specific S.20(1)318 provision.

The City also rezoned the eastern portion of the site (i.e. parcels 3,4, and 11) consistent with the Mixed Use designation (H-CD4.1 with site specific provisions). Prior to the rezoning the lands were zoned BP (Business Park) and (H)BP under former Township of Sandwich South Zoning By-law 85-18. The rezoning incorporated the lands into the City of Windsor's main Zoning By-law 8600.

The portion of the site located north of E.C. Row Avenue East (i.e. parcel 5) is zoned Manufacturing District MD2.4.

See

Figure 4: Official Plan Schedule D – Land Use and

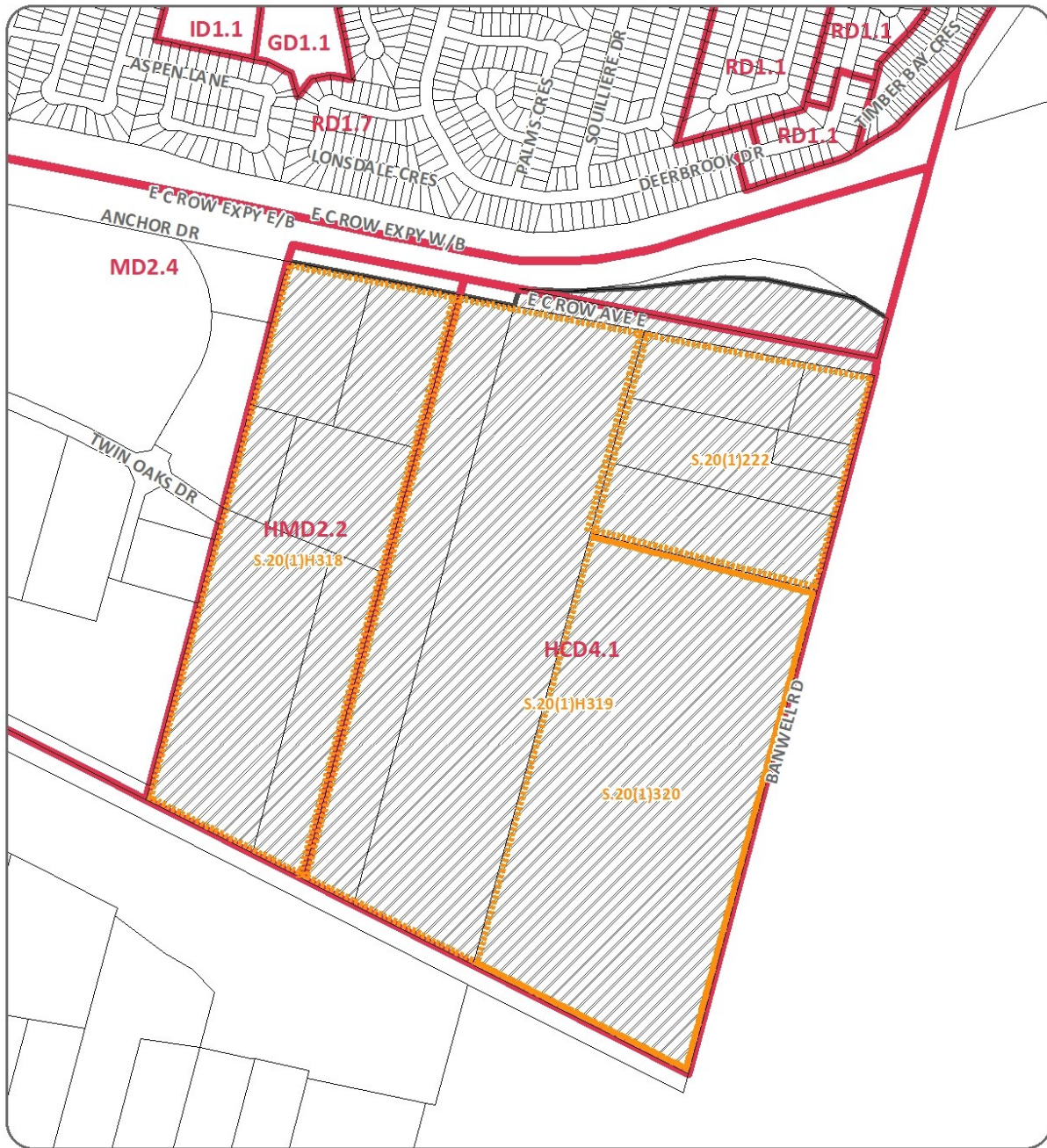
Figure 5: Zoning Map.

Figure 4: Official Plan Schedule D – Land Use

SCHEDULE D



Figure 5: Zoning Map

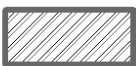


PART OF ZONING DISTRICT MAP 15

N.T.S.

REZONING

Applicant: City of Windsor



SUBJECT LANDS

PLANNING & BUILDING DEPARTMENT



DATE : MAY 2022
FILE NO. : Z-XXX/22, ZNG-XXXX

Discussion:

Proposal

The proposed development includes two large main industrial buildings located in the centre of the site—the largest being 252,271 m² (2,715,425 ft²) and the other being 34,062 m² (366,640 ft²) in size. An office administration building fronting Banwell Road that is 3,486 m² (27,525 ft²) in size along with a series of smaller buildings and structures are also proposed (e.g. utility building, security, waste storage, electrical switchyard, etc.).

It is proposed that truck traffic would primarily access the site via Twin Oaks Drive to the west of the site and employees would access the site from Banwell Road on the east side of the site. Parking areas, landscaping, and employee amenity area are also proposed.

Zoning By-law Amendments

While the site is partially zoned to permit manufacturing uses—an amendment to Zoning By-law 8600 is necessary to permit the proposed manufacturing facility across the entire site. It is also desirable to establish flexible land use permissions that minimizes the need for future permissions as construction and operations begins.

City Administration has been working closely with the JV to determine what is required with respect to zoning permissions. The Manufacturing District MD2.2 is a general industrial district that permits a wide range of industrial uses with minimal restrictions on building height and outdoor storage. It has been determined that the MD2.2 district would permit the proposed manufacturing facility and provide flexibility for the site design to be refined through the site plan approval process (see Zoning By-law excerpt in Appendix A).

A draft Planning Justification Report (PJR) has been prepared by Dillon Consulting on behalf of the City of Windsor in support of the Zoning By-law Amendment. The PJR provides a more detailed description of the lands and proposed development as well as a thorough analysis within the context of the Provincial Policy Statement, 2020 (PPS) and the City's Official Plan. The draft PJR is waiting on the completion of some support studies prior to being finalized, which include:

- Transportation Impact Assessment (TIS) being completed by Dillon Consulting on behalf of the City of Windsor;
- Stage 1-4 Archeological Assessments, which was completed by Dillon Consulting on behalf of a former owner for parcels 3,4,6,7,8,10, and 11;

- Stage 2 Archeological Assessments, which is being completed by Dillon Consulting on behalf of the City of Windsor for parcels 1,2,12,13,14 and 15;
- Species At Risk Screening completed by Dillon Consulting on behalf of the former owner for parcels 3,4,6,7,8,10, and 11; and
- Species At Risk Screening which is being completed by Dillon Consulting on behalf of the City of Windsor for parcels 1,2,5,9,12,13,14 and 15.

Site Plan Control

The proposed redevelopment is subject to Site Plan Control (SPC) and the JV is responsible for submitting a complete SPC application and completing a Functional Servicing Report. The SPC application and administrative review will occur while the zoning amendment is under consideration in anticipation of being approved concurrently to maximize efficiency through a streamlined process.

While the completed Archaeological Assessments and Species At Risk Screenings cover the majority of the site—additional work still needs to be completed on some of the smaller parcels near the edges of the site. This work will be complete prior to SPC approval.

Timing and Need to Expedite

The JV has outlined an aggressive schedule to commence site work, construction, and ramp up production. This was a factor in choosing the Windsor site which is large, has access to required infrastructure, and was comprised of relatively few owners—making property consolidation faster.

While the necessary background work to justify the amendment through the typical municipal approvals process is nearly complete there is not enough time to complete the typical approvals process as set out within the *Planning Act*. Further, Council's approval of the amendment is subject to appeal to the Ontario Land Tribunal (OLT), which would result in a significant delay to the approvals process—effectively derailing the investment.

Given the importance of the proposed manufacturing facility to the City and Province it is necessary to minimize the risk of delay and ensure the site work begins on schedule (i.e. August 2022). Accordingly, it is recommended that Council indicate its support for the required zoning and request assistance from the Ministry of Economic Development, Job Creation and Trade to expedite the approvals.

Minister's Zoning Order

Section 47 of the *Planning Act* allows the Minister of Municipal Affairs and Housing to issue a 'Minister's Zoning Order' (MZO), to govern land uses within the area subject to

the order. A MZO is issued as a regulation made under the [Planning Act](#) and the decision of the Minister is not appealable to the OLT. There is no required public consultation prior to issuing a MZO. If issued, this would only be the second MZO issued within the City of Windsor. A MZO prevails over any other zoning by-law in effect within the subject area.

To initiate a MZO a municipality would typically make a formal request (in writing) to the Minister of Municipal Affairs and Housing that has been authorized by Council Resolution. Because all three levels of government are directly involved in this project, which includes collaboration between multiple departments at the municipal and provincial levels, a different approach is recommended.

It is recommended that the Mayor submit a letter to the Deputy Minister of Economic Development, Job Creation and Trade outlining the City Council's support for the required zoning for the proposed EV battery manufacturing facility to be located at Banwell Road and E.C. Row Avenue East.

Risk Analysis:

There is a significant risk of losing the planned investment if zoning to permit EV battery manufacturing is not in place by August 2022. Zoning to permit the manufacturing facility is required prior to SPC approval and issuance of building permits. Should Council decide not to pursue assistance from the Province and approve the Zoning By-law Amendment locally there is a moderate risk of a person or public body appealing the decision to the OLT, which would likely result in a significant delay to the approvals process. Expedited approval of the zoning facilitated by the Ministry of Economic Development, Job Creation and Trade would remove the risk of appeal and assist with meeting the tight construction timelines.

City administration has minimized the risk of a delayed response from the Province by preparing a comprehensive PJR and required studies and reports demonstrating consistency and compliance with applicable Provincial policies, legislation, and regulations.

Climate Change Risks

Climate Change Mitigation:

The proposed manufacturing facility implements Environmental Master Plan Goal A – Improve Our Air Quality, which directs the City to be proactive by partnering with community groups, industry and other levels of governments to improve Windsor's air

quality. It also implements Community Energy Plan Transportation Strategy 11, which seeks to increase the adoption of electric vehicles and alternate fuel vehicles.

The construction and operation of the proposed manufacturing facility will result in an increase in the community greenhouse gas emissions, however, it is important to highlight as in previous reports regarding the LGES Battery facility that the emissions associated with this opportunity will support the national/international transition to EV vehicles as a priority mitigation strategy to move away from fossil fuels.

Climate Change Adaptation:

The new buildings may be affected by climate change, in particular with respect to extreme precipitation and an increase in days above 30 degrees. While not the subject of this report, any new construction would be required to meet the current provisions of the Building Code, which would be implemented through the building permit process. The site would also be required to incorporate storm water management best practices. The site plan control application will be reviewed for opportunities to enhance resiliency.

Financial Matters:

Costs related to property acquisition (\$45M) and bringing services to the site (\$8M) were discussed in report # C 77/2022, which was considered by Council at its May 9, 2022 meeting. Preparation of the PJR and supporting studies is expected to total approximately \$100,000, which will be paid from Project ID 7221006.

It is anticipated that the JV will make an application for tax-based incentives through the Economic Revitalizing Community Improvement Plan (CIP), which will be presented within a separate report.

Consultations:

City Administration has been working directly with staff from several Provincial Ministries, ERCA, EnWin, WUC, Hydro One, Dillon Consulting, and others to address development-related issues.

Given the magnitude of the development and investment, the City has engaged potentially impacted Indigenous communities related to the archaeological assessment work. This included outreach to those Indigenous communities with an invitation to participate in the archaeological field work, which was accepted by Walpole Island First Nation. The City intends to provide the Planning Justification Report to potentially impacted Indigenous communities when it becomes available.

There is no requirement for public notice or statutory public meeting prior to initiating a MZO. To expedite the process this report has proceeded directly to Council instead of first being considered by the Development & Heritage Standing Committee, which is typical for zoning amendments.

Conclusion:

It is recommended that the Mayor submit a letter to the Deputy Minister of Economic Development, Job Creation and Trade outlining the City Council’s support for the required zoning for the proposed EV battery manufacturing facility to be located at Banwell Road and E.C. Row Avenue East

Planning Act Matters:

N/A

Approvals:

Name	Title
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner
Wira Vendrasco	Deputy City Solicitor
Jelena Payne	Commissioner of Economic Development and Innovation
Shelby Askin Hager	Chief Administrative Officer (A)

Notifications:

Name	Email
Stellantis	ryan.oswald@stellantis.com
ERCA	planning@erca.org
CP Rail	CP_Proximity-Ontario@cpr.ca
Hydro One	LandUsePlanning@HydroOne.com
Enbridge	WindsorMapping@enbridge.com
EnWin	TSD@enwin.com
Ministry of Economic Development, Job Creation and Trade	Carrie.Manchuk@ontario.ca Karen.Ho@ontario.ca

Name	Email
	Tom.Bedford@ontario.ca Patrick.Somers@ontario.ca Derek.Burgess@ontario.ca
Ministry of Municipal Affairs and Housing	Erick.Boyd@ontario.ca Stephanie.Bergman@ontario.ca
Town of Tecumseh	lmoy@tecumseh.ca jalexander@tecumseh.ca bhillman@tecumseh.ca
Caldwell First Nation	ecc@caldwellfirstnation.ca ecc2@caldwellfirstnation.ca
Walpole Island First Nation	Alicia.blackeagle@wifn.org Dean.Jacobs@wifn.org Janet.Macbeth@wifn.org
Aamjiwnaang First Nation	pnahmabin@aamjiwnaang.ca cobrien@aamjiwnaang.ca
Chippewas of Kettle and Stony Point First Nation	Claire.Sault@kettlepoint.org philip.lee@southwindcorp.ca consultation@kettlepoint.org don@ibabraiding.com wbirch@ibabraiding.com emily@ibabraiding.com sam@ibabraiding.com
Chippewas of the Thames First Nation	fburch@cottfn.com jmills@cottfn.com rsmith@cottfn.com
Haudenosaunee Confederacy Chiefs Council and Haudenosaunee Development Institute	info@hdi.land
Oneida Nation of the Thames	environment@oneida.on.ca cao@oneida.on.ca jason.cornelius@oneida.on.ca
Six Nations of the Grand River	rvanstone@sixnations.ca tanyahill-montour@sixnations.ca dawnrussell@sixnations.ca tayler.hill@sixnations.ca

Appendices:

1. Manufacturing District MD2.2 Zoning

19.2 MANUFACTURING DISTRICT 2.2 (MD2.2)

19.2.1 PERMITTED USES

Industrial Use

Ambulance Service

Building Materials Recycling Store

Food Catering Service

Micro-Brewery

Motor Vehicle Salvage Operation

Salvage Operation

Self-Storage Facility

Towing Facility

Any use accessory to the preceding uses, including a *Caretaker's Residence*.

19.2.5 PROVISIONS

.5	Front Yard Depth – minimum	6.0 m
.7	Side Yard Width – minimum	
	a) From a <i>side lot line</i> that abuts a <i>lot</i> on which a <i>dwelling</i> or <i>dwelling unit</i> is located	6.0 m
	b) From an <i>exterior lot line</i>	3.0 m
.8	Landscaped Open Space Yard – minimum	15% of lot area

Subject: Capital Variance Report - March 31, 2022 - City Wide

Reference:

Date to Council: June 13, 2022

Author: Mike Dennis

Financial Manager, Asset Planning

519-255-6100 x6343

mdennis@citywindsor.ca

Asset Planning

Report Date: May 13, 2022

Clerk's File #: AF2022

To: Mayor and Members of City Council

Recommendation:

1. THAT City Council **RECEIVE** for information the 2022 Life-to-Date Capital Variance Report as at March 31, 2022 as presented by the Chief Financial Officer/ City Treasurer.
2. THAT City Council **APPROVE** the transfers to and from capital projects/reserves as identified within Appendix A – Summary of Capital Project Variances.
3. THAT City Council **APPROVE** the purchase of a forklift, at an estimated cost of \$70,000 plus HST, with 50% of funding originating from the Fire Truck Equipment Purchases project, 7145008, and the remaining 50% of funding originating from an Urban Search and Rescue grant.
4. THAT City Council **APPROVE** a transfer of \$245,000 from the Major F.A. Tilston VC Armoury Reserve, Fund 191, to Capital Account 7151017 (Facility Structural & Building Envelope Maintenance Program).
5. THAT Administration **BE DIRECTED** to further investigate and consider appropriate strategies in order to address the increasing impacts of inflationary pressures on the capital budget and report back on how to manage and address these pressures as part of the 2023 budget process.

Executive Summary:

N/A

Background:

Administration reports to City Council semi-annually on the status of all open/active capital projects. City Council approved the last semi-annual Capital Variance Report ending September 30, 2021, via CR574/2021.

The reporting of all capital projects continues to allow for a clear view and understanding of all capital expenditures/variances. Any potential significant variances are reported to Council as soon as they can be projected.

Discussion:

Appendix A provides a summary status of projects within each Program/Category which are projecting or have realized a surplus or deficit balance upon completion. It is important to emphasize that most project surpluses or deficits are merely projections based on the current status of the project. Those projects which are able to be closed include recommendations regarding their surplus or deficit. Standard practice is to return any surpluses back to the original funding source. Normally, capital programs such as road rehabilitation, sidewalk rehabilitation, bridge rehabilitation, etc. have annual approved allocations which over the years are consolidated when completed and summarized on each variance report. In some instances, Administration has also recommended closing out surpluses to other projects where there is an expected deficit. For all other projections, the financials as noted can, and very likely will, change prior to the project being closed. In these cases, the projects are closely monitored by Project Leads, Finance and Asset Planning, monthly.

Further to the above noted process, any projects which meet the criteria established per the Capital Project Reporting Policy (CR429/2010) will also be reported to Council in a separate report. CR429/2010 states: "Capital projects whose final financial position is a deficit greater than 10% of net budget AND greater than \$500,000, will BE SUBJECT to a separate report to Council outlining the reasons for the deficit".

Overall, there are currently 597 capital projects that are open/active. Projected variance amounts are based on information as at March 31, 2022 and may continue to fluctuate as projects proceed until they are officially completed and closed with all costs being fully accounted for. This is especially true for projects that have not started or are just starting. Based on currently available information, the City has 561 projects that are currently projected to be materially on budget, 28 projected to be completed with a surplus and 8 projected to be in a deficit position. A summary of the surpluses and deficits are laid out in a table which can be found in the Financial Matters section of this report. Details regarding specific projects with projected surpluses and deficits can be found in Appendix A – Summary of Capital Project Variances.

It should be noted that 172 of 597 projects (29%) of the total open projects have incurred expenditures of only 25% or less of their approved budget, which can be partially attributed to the COVID-19 pandemic. There is still the very real likelihood of shifts in the current variance projections as the projects proceed to completion.

There are some projected surpluses where the project is close to final and the deficits and surpluses are reasonably certain. In these instances, Administration provides

recommendations to reallocate a portion of these surpluses to offset other projects which are facing funding challenges thus mitigating the funding shortfall risks. Any remaining surpluses, once fully realized, are returned back to the original funding source for future use. Appendix – A identifies the various project surpluses and deficits, as well as the recommended reallocation to other projects or the returning of the funding to the original funding source.

Inflation Considerations

Although Administration generally considers inflation in all capital project estimates, current economic and geo-political issues have caused an extraordinary bump up in inflation that has resulted in several tenders exceeding project budgets. Canada's April Consumer Price Index figure was 6.8%, as reported by Statistics Canada, far exceeding the Bank of Canada's target inflation rate of 1.0% to 3.0%. Additionally, the Q1 2022 Non-Residential Building Construction Price Index, also reported by Statistics Canada, was 17.3%. Inflation on this scale is an issue that most, if not all, municipalities are challenged with for the foreseeable future.

Through the budget process, all projects in the capital plan are reviewed annually for inflationary impacts; however current projects could not have contemplated a rate of inflation that we are currently experiencing. While contingencies have been helpful in the past where minor to modest price fluctuations have been encountered, this is no longer the case with some recent tendered results. In instances where tenders exceed a given project budget, Administration often takes the following approaches:

- Negotiating with contractors
- Transferring surplus funding from other projects
- Transferring available funding from reserves
- Pre-committing future funding
- Re-tendering the work
- Delaying work until additional funding can be found

An additional approach to mitigate the impact of inflation is use of the Grant Matching and Inflationary Pressures project, 7191009, which falls under the responsibility of Asset Planning in the Finance department. These funds have been set aside as required for situations such as non material pricing variances to budgets as a result of inflationary pressures. It should be noted that as of the writing of this report, the Grant Matching and Inflationary Pressures project has a relatively small balance of \$2,313,574, with the vast majority of those funds only being available for Sewer Surcharge-related projects.

An additional exposure risk that Administration continues to monitor is with respect to certain long-term funding agreements. While the successful approval of several longer term grants has allowed for the acceleration of a significant amount of much-needed work for the City, these agreements tend to be fixed in their contribution amount. Inflationary pressures due to cost increases experienced from the time of budget

submission to project execution will require additional City funding in order to ensure project completion. This puts pressure on existing budgets and reserves in order to ensure our Contribution Agreement obligations are met.

Although Administration will exhaust all avenues to complete projects as approved by Council in accordance with the Capital Budget, indefinite use of the above-noted approaches to offset the consequences of inflation at current levels is unsustainable. Assuming current levels of inflation continue and without additional capital funding, Administration, with Council's approval, will inevitably need to reduce the scope or scale of some work or consider the deferral of some projects. Administration continues to work on developing further strategies and guidelines that can be used to deal with significant price increases in the market and these strategies will form part of the 2023 budget discussions and assist in formulating the 2023 capital budget 10 year plan.

Risk Analysis:

The Capital Project Variance Report continues to reflect a low risk to the organization as capital projects are generally managed within budget and any surpluses are able to offset any deficits. Monthly monitoring by the Project Leads, Finance and Asset Planning ensure any issues are addressed immediately and if necessary reported to Council.

There is approximately \$460 million currently in approved budgeted expenditures which have yet to be incurred. Asset Planning and Project Leads provide updated projections on expenditures for significant projects to ensure cash flow projections include this information. The City continues to have a strong cash flow position to internally finance projects without the need for borrowing.

Where there are anticipated surplus projections of capital projects, these are early estimates which can fluctuate significantly throughout the remaining duration of the project. It is considered a very high risk to redeploy anticipated project surpluses given the uncertainty surrounding the final costs of such projects. To allocate these anticipated surplus funds at this stage could create a significant risk to the project.

Climate Change Risks

Climate Change Mitigation:

Not applicable.

Climate Change Adaptation:

Not applicable.

Financial Matters:

There are currently 597 open/active capital projects with total budgeted expenditures of approximately \$1.4 billion. The amounts in this report are reflected as at March 31, 2022 and therefore may vary from the current figures. The following table summarizes how

many of those projects are projected to be on budget, how many are trending or have come in under budget and how many are trending or have come in over budget.

Number of Projects	Projected Final Variance Trend	Current Cumulative Projection – Surplus / (Deficit)
561	On Budget <i>(Based on currently known information. Unforeseen circumstances may result in significant variances.)</i>	\$0
28	Surplus	\$7,013,863
8	Deficit	(\$907,177)
597	Total	\$6,106,686

Note that not all projects are currently able to be closed, therefore the reported final position should be viewed as an estimate. Based on preliminary project analysis, there is the potential that these amounts could materially change should other unforeseen circumstances occur which result in additional cost or savings. Administration continues to balance and close capital projects as they are completed, with the intent to mitigate all project deficits with project surpluses. In the event there remains a project deficit, Administration will explore all funding options available to mitigate any budget shortfall. On occasion these are reported during the year; however, usually it occurs as part of the year end variance report. Where the deficit meets with the conditions of the Capital Project Reporting Variance Policy, as outlined above, a separate report will be brought to Council.

These amounts also include projects which are funded from designated funding sources (i.e. Sewer Surcharge, Canada Community-Building Fund, etc.) and therefore the ability to divert such funds to other initiatives is rather limited as certain funding sources can only be used to support specific projects. The table below summarizes the funding source impact of all projected surpluses and deficits:

Funding Source	Projected Net Surplus / (Deficit) Impact	Notes
Canada Community-Building Fund (Fund 176)	\$2,570,318	Non-Discretionary Funding Source – only to be used to fund projects as outlined in Transfer Payment Agreement with Federal

		Government.
Service Sustainability Investments (Fund 221)	\$2,300,352	Discretionary Funding Source – normally can be used to offset potential project deficits that may materialize throughout the year for those projects that meet the Service Sustainability criteria.
Pay-As-You-Go Fund (Fund 169)	\$852,538	Discretionary Funding Source – normally can be used to offset potential project deficits that may materialize throughout the year.
Sewer Surcharge (Fund 028 / F153)	\$343,989	Non-Discretionary Funding Source – only to be used toward funding sewer-related projects.
Major F.A. Tilston VC Armoury Reserve (Fund 191)	\$24,925	Non-Discretionary Funding Source – only to be used toward capital repairs and improvements at the Major F.A. Tilston, VC Armoury, and Police Training Centre facilities.
Parkland Acquisitions – O/T Highways (Fund 151)	\$20,490	Non-Discretionary Funding Source – only to be used toward specific purposes as outlined in the Planning Act.
Capital Expenditure Reserve (Fund 160)	\$4,400	Discretionary Funding Source – normally can be used to offset potential project deficits that may materialize throughout the year.
Ontario Fire Service Grant Reserve (Account 1768)	\$2,674	Non-Discretionary Funding Source – only to be used for Fire training activities, Fire equipment purchases, and public education activities.
Tennis Facility Jackson Park (Account 1780)	(\$13,000)	Non-Discretionary Funding Source – only to be used for future capital needs of the Jackson Park Tennis Facility.
Total	\$6,106,686	

As previously noted, Appendix A – Summary of Capital Project Variances highlights the details of those projects which are projected to or have realized a surplus or deficit position and provides recommendations on transfers to close out the projected project balances.

Further to recommended transfers presented in Appendix A, the following are being requested:

- Windsor Fire and Rescue Services recommends a purchase of a used telehandler/telescoping lift truck to meet its operational needs. The estimated cost is \$70,000, plus HST and will be funded equally from two existing funding sources. One funding source is capital project 7145008, currently holding \$94,000 as of May 2022 and the second is the Urban Search and Rescue Grant (USAR), P5690-0191110. Under the USAR grant agreement, funding for this purchase falls within the scope of the grant as the equipment will be used in USAR training and response of the program.
- The Parks & Facilities Department is requesting the transfer of \$245,000 from the Major F.A. Tilston VC Armoury Reserve, Fund 191, to project 71510174 – Facility Structural & Building Envelope Maintenance Program. The funds are required to complete a number of capital repairs/improvements to the building envelope of the Major F.A. Tilston VC Armoury and Police Training Center, which are required to be completed prior to the start of the 2022 Can/Am Police Fire Games. There are sufficient funds in Reserve Fund 191 to accommodate this transfer.

Consultations:

All project leads and their respective Financial Planning Administrators provided capital project status updates to augment the analysis performed by the Financial Manager, Asset Planning.

Conclusion:

A comprehensive report on all open/active capital projects indicates that overall, the 597 projects are currently trending towards an overall net surplus position. Given the number of projects and the fact that construction of many will continue into the following year and beyond, significant fluctuation in the projections is likely. Regular reports will keep Council apprised of the projects’ status as they proceed.

Planning Act Matters:

Not applicable.

Approvals:

Name	Title
Mike Dennis	Financial Manager, Asset Planning
Natasha Gabbana	Senior Manager, Asset Planning (A)

Name	Title
Joe Mancina	Commissioner, Corporate Services / Chief Financial Officer
Chris Nepszy	Commissioner, Infrastructure Services
Ray Mensour	Commissioner, Community Services
Dana Paladino	Commissioner, Legal & Legislative Services (A)
Shelby Askin Hager	Chief Administrative Officer (A)

Notifications:

Name	Address	Email

Appendices:

APPENDIX A – Summary of Capital Project Variances – March 31, 2022

Listed below is a summary by Department/Program as to the status of each capital project portfolio. Projects with any projected final variance are detailed in a table within the respective Department/Program summary.

Project explanations denoted with “Project surplus/deficit” are projects that are in a position to be closed and the variance is likely to materialize. Those denoted with “Anticipated surplus/deficit” are projects that are still ongoing and not completed, as such the preliminary variance is merely an estimate which may fluctuate significantly before the project is complete.

Mayor’s Office

Mayor’s Office:

There are three active capital projects in this area that are being administered by the Mayor’s Office. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Office of the Commissioner of Economic Development & Innovation

Economic Development:

There is one active capital project in this area that is being administered by the Economic Development department. No project variance is anticipated at this time.

Information Technology:

There are 20 active capital projects in this area that are being administered by the Information Technology department. Only one project, as identified below, is reporting a surplus variance of \$4,400.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
S.W.I.F.T Network (7193001)	\$4,400	Project is complete and can be CLOSED. Funds will be returned to their original funding source, Fund 160.

Planning and Building Development:

There are 21 active capital projects in this area that are being administered by the Planning and Building department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Transportation Planning:

There are 12 active capital projects in this area that are being administered by the Planning department. One project variance, with a surplus of \$25,074, has been identified and is discussed in the table below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Labelle / Northway Pedestrian Crossing (7191006)	\$25,074	Project is complete and can be CLOSED. Administration requests that surplus funds from this project be transferred to the Pedestrian Crossovers project, 7191010, to maximize the number of pedestrian crossings that can be installed.

Office of the Commissioner of Infrastructure Services

Street Lighting:

There is only one active capital project in this area that is being administered by the Engineering division. The Local Improvement – Street Lighting project (7161015) is expected to come in on budget.

Roadways:

There are 40 active capital projects in this area that are being administered by the Engineering department. There are two projects with a net deficit of (\$6,389), identified per below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Ouellette Ave. Streetscape Phase 6 (7143003)	\$770	Project is complete and can be CLOSED. Administration recommends that surplus be used to mitigate shortfall in 2017 Connaught St. Reconstruction project, 7171064.
2017 Connaught St. Reconstruction (7171064)	(\$7,159)	Project is complete and can be CLOSED. Administration recommends that deficit be offset with transfers of \$6,389 and \$770, respectively, from the Memorial – Vimy East of Marentette project, 7171004, and the Ouellette Ave. Streetscape Phase 6 project, 7143003.

Sewer Rehabilitation:

There are 42 active capital projects in this area that are being administered by the Engineering department. In total, there are four projects with a net projected surplus of \$274,989. These projects are identified in the table below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Francois – Seminole to Alice St. (7181006)	\$287,600	Projected surplus is a result of favourable tender pricing from initial budget estimates. Project can be CLOSED after surface asphalt charges are processed, with surplus funds being returned to the Sewer Surcharge Reserve, Fund 153.
South National Trunk Sanitary Relining (7134005)	\$50,000	Projected surplus is a result of favourable tender pricing from initial budget estimates. Project can be CLOSED after surface asphalt charges are processed, with surplus funds being returned to the Sewer Surcharge Reserve, Fund 153.
Memorial - Vimy East of Marentette (7171004)	\$6,389	Construction is complete. Project will remain open for final reconciliation. Upon closing, Administration is recommending that \$6,389 of surplus funds in this project be transferred to the 2017 Connaught St Reconstruction project, 7171064.
DMAF – Tranby Road and Park (7191038)	(69,000)	Project is complete and on maintenance. Projected deficit due to work on relocated baseball diamond. Administration will recommend funding sources to mitigate the deficit at a future point in time.

Storm Sewers:

There are 15 active capital projects in this area that are being administered by the Engineering department. All projects are anticipated to come in on budget.

Sanitary Sewers:

There are five active capital projects in this area that are being administered by the Engineering department. All projects are anticipated to come in on budget.

Corporate Projects:

There are 53 active capital projects in this area that are being administered by the Corporate Projects department. Five projects, detailed below, are anticipated to close with a net surplus of \$213,123.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Willistead Improvements – M264/2012 (7125002)	\$190,000	Administration is recommending that \$190,000 of unallocated funding be transferred to the Corporate Heating & Cooling Repair Program project, 7142000, for general Heating & Cooling work which is anticipated to cost more than anticipated due to inflation.
Stormwater Financing Study (7181013)	\$188,198	Project is complete and can be CLOSED. Administration recommends that funds be transferred to the Stormwater Financing Implementation project, 7229002.
350 CHS DEW Hook Up – 2011 (7141044)	\$157,166	Project is complete and can be CLOSED. Administration recommends that funds be transferred to the Corporate Heating & Cooling Repair Program project, 7142000, to support the related District Energy infrastructure and to mitigate budget variances due to overall increasing contract prices caused by inflation.
DND CCTV Security Camera (7211051)	\$24,925	Project is expected to be complete in Q2 2022 and can be CLOSED at that time. Upon closing, Administration recommends that surplus funds be transferred to a new project, specifically to meet capital repair needs as identified at Major F A Tilston, V C Armoury and Police Training Centre.
Corporate Heating & Cooling Repair Program	(\$347,166)	Projected deficit due to anticipated extra costs for general Heating & Cooling work and increased costs to support the District Energy infrastructure. A portion of this project’s funding, budgeted for general Heating and Cooling projects throughout the City, was recently allocated to an HVAC cooling tower upgrade at Willistead Manor. This in turn, has reduced Administration’s ability

		to complete much needed Heating and Cooling work across the City due to inflation. Administration is recommending transfers of surplus funding from the Willistead Improvements – M264/2012 project, 7125002, and the 350 CHS DEW Hook Up – 2011 project, 7141044, of \$190,000 and \$157,166, respectively, to address the anticipated shortfall.
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Border Infrastructure Fund:

There are only two active capital projects in this area that are being administered by the Corporate Projects department. These projects are expected to be on budget as they are fully funded by the Ministry of Transportation and are expected to be complete by the end of 2022.

Development:

There are five active capital projects in this area that are being administered by the Design & Development department. All projects are anticipated to come in at budget.

Pollution Control:

There are 76 active capital projects in this area that are being administered by the Pollution Control department. The majority of these projects are funded from the dedicated Pollution Control Reserve. There are three projects as identified in the table below with no net surplus or deficit.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
LRPCP Dewater Polymer Batch System (7161022)	\$208,000	Project can be CLOSED. Administration recommends that remaining surplus be transferred to the LRPCP Sludge Pumphouse Valve project, 7192004.
LRWRP-Transformer Compound Wall (7211023)	\$24,000	Project can be CLOSED. Administration recommends that remaining surplus be transferred to the LRPCP Sludge Pumphouse Valve project, 7192004.
LRPCP Sludge Pumphouse Valve (7192004)	(\$232,000)	Consultant estimate came in much higher than anticipated. Administration recommends that remaining surplus funds in the LRPCP Dewater Polymer Batch System project, 7161022, and the LRWRP - Transformer Compound Wall project, 7211023, be transferred to this project to help mitigate the anticipated deficit. Additional funding, if required, will be requested in a future Council Report.

Environmental Services:

There is one capital project being administered by the Environmental Services division, which is expected to come in on budget.

Contracts & Field Services:

There are four active capital projects in this area that are being administered by the Public Works Operations department. No surpluses or deficits are anticipated at this time, as all four projects are expected to come in on budget.

Road Rehabilitation:

There are 19 active capital projects in this area that are being administered by the Public Works Operations department. There are nine projects as identified in the table below anticipating a net total project surplus of \$5,267,502.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
2019 Bridge Rehabilitation Program (7191021)	\$1,934,582	The University @ CPR structure (#144) originally scheduled for reconstruction has been cancelled. Project is complete and can be CLOSED. Administration recommends that surplus funds be transferred to the 2022 Bridge Rehabilitation project, 7221009, to complete as much priority work as possible.
Connecting Links 5 Tecumseh - College (7202007)	\$1,490,000	Anticipated surplus is a result of favourable tender pricing from initial budget estimates. Project can be CLOSED once remaining funding from 2023 is transferred into project. Administration recommends transferring anticipated surplus funding of \$107,000 to the Traffic Signal Upgrades & Replacement project, 7209000, and \$1,383,000 to the 2022 Road Rehabilitation project, 7221001, to complete as much priority work as possible.
Connecting Links 4 – Malden - Pool (7192010)	\$948,000	Anticipated surplus is a result of favourable tender pricing from initial budget estimates. Project can be CLOSED once remaining funding from 2023 is transferred into project. Administration recommends transferring \$948,000 of surplus funds to the 2022 Road Rehabilitation project, 7221001, to complete as much priority work as possible.

2018 Bridge Rehabilitation Program (7181022)	\$590,812	Anticipated surplus is a result of favourable tender pricing from initial budget estimates. Project can be CLOSED once holdback is released. Administration recommends that remaining funding be transferred to the 2022 Bridge Rehabilitation project, 7221009, to complete as much priority bridge work as possible.
St Luke – Seminole to ETR (7184000)	\$140,968	Project is complete and can be CLOSED. Administration recommends that surplus funds be transferred to the 2022 Road Rehabilitation project, 7221001, to complete as much priority work as possible.
Wyandotte – St Rose to Janisse (7183019)	\$74,000	Project is complete and can be CLOSED, once remaining funding of \$440,000 is transferred to the project in 2023. Administration recommends transferring surplus funds to the 2023 Road Rehabilitation project to facilitate completion of as much priority road work as possible.
Courtland – South National to South National (7183020)	\$44,000	Project is complete and can be CLOSED, once remaining funding of \$120,000 is transferred into the project in 2023. Administration recommends transferring surplus funds to the 2023 Road Rehabilitation project to facilitate completion of as much priority road work as possible.
Annie St. – Tecumseh to Cul De Sac (7183021)	\$34,000	Project is complete and can be CLOSED, once remaining funding of \$90,000 is transferred into the project in 2023. Administration recommends transferring surplus funds to the 2023 Road Rehabilitation project to facilitate completion of as much priority road work as possible.
Victoria – Tecumseh to Jackson Park (7183006)	\$11,140	Project is complete and can be CLOSED. Administration recommends transferring remaining surplus to the 2022 Road Rehabilitation project, 7221001, to facilitate completion of as much priority road work as possible.

PW Maintenance:

There are seven active capital projects in this area that are being administered by the Public Works Operations department. All are projected to be on budget.

Traffic Operations and Parking Services:

There are 15 active capital projects in this area that are being administered by the Traffic Operations and Parking Services department, and in total is expecting to come in on budget.

Fleet Operations:

There are 21 active capital projects in this area that are being administered by the Public Works Operations department. There are three projects as identified in the table below anticipating a net total surplus of \$29,543:

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Fuel Site Equipment Replacement (7221007)	\$36,550	Administration recommends that funds be transferred to mitigate the deficit in the Fuel Site Improvements Ward 3 project, 7181030, estimated at \$36,550.
Ditch Cutting Equipment – Vacant Properties (7181033)	\$29,543	Project is complete and can be CLOSED. Administration recommends that the remaining surplus be transferred to the Parks Equipment Reserve, Fund 197.
Fuel Site Improvements – Ward 3 (7181030)	(\$36,550)	Project is complete and can be CLOSED. Deficit is a result of unexpected remediation work that was required at the Fire Headquarters fuel site. Administration recommends that deficit be mitigated with a transfer of funds from the Fuel Site Equipment Replacement project, 7221007.

Technical Support:

There is only one active capital project in this area that is being administered by the Technical Support division. The Information Hansen Management System project (7209001) is expected to come in on budget.

Transit Windsor:

There are 20 active capital projects in this area that are being administered by Transit Windsor. No surpluses or deficits are being reported at this time.

Office of the Commissioner of Legal & Legislative Services

Fire and Rescue:

There are 15 active capital projects in this area that are being administered by the Fire and Rescue department. One project, with a surplus of \$2,674, is detailed in the table below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Mobile Live Fire Training Simulator (7171088)	\$2,674	This project is complete and can be CLOSED. Administration recommends that surplus funds be transferred to the 2021 Fire Fleet Replacement project, 7211045.

Legal Services:

There are 12 active capital projects in this area that are being administered by the Legal Department. No project deficits are being reported at this time.

Records and Elections:

There are two active capital projects in this area that is being administered by the Council Services department. Both projects are anticipated to come in on budget.

Office of the Commissioner of Corporate Services

Corporate Asset Planning:

There are 26 active capital projects in this area that are being administered by the Asset Planning division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Financial Accounting:

There are two active capital projects in this area that are being administered by the Financial Accounting division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Financial Planning:

There are five active capital projects in this area that are being administered by the Financial Planning division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Taxation and Financial Projects:

There are five active capital projects in this area that are being administered by the Taxation and Financial Projects division. No project variances are being reported at this time.

Human Resources:

There are six active capital projects in this area that are being administered by the Human Resources department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Office of the Commissioner of Human & Health Services

Huron Lodge:

There are 11 active capital projects being administered by Huron Lodge. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Housing and Children's Services:

There are two active capital projects being administered by Housing and Children's Services. No project variance is anticipated as both of these projects are currently expected to come in on budget.

Office of the Commissioner of Community Services

Cultural Affairs:

There are six active capital projects in this area that are being administered by the Recreation and Culture department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Recreation Facilities:

There are 15 active capital projects in this area that are being administered by the Recreation & Culture department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Forestry:

There are three active capital projects in this area that are being administered by the Forestry division. No surpluses or deficits are projected at this time.

Parks Operations:

There are eight active capital projects in this area that are being administered by the Parks Operations division. No surpluses or deficits are projected at this time.

Parks Design & Development:

There are 48 active capital projects in this area administered by the Parks Design & Development department. The department anticipates a total deficit of (\$158,076), as noted below:

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Little River Corridor Bridges (7171027)	\$36,736	Project is complete and can be CLOSED. Administration recommends that surplus funds be used to mitigate a deficit, estimated at (\$31,636), in the Alexander Park Washroom project, 7171070, with remaining funds allocated to the Park Trails Capital Rehabilitation Program project, 7161026.
East Riverside Little River Rd (7171026)	\$20,490	Project is complete and can be CLOSED. Administration recommends that surplus funds be transferred to the Park Trails Capital Rehabilitation Program project, 7161026.
Park Trails Capital Rehab Prgm (7161026)	(25,590)	Administration recommends transfers of remaining surplus funding, estimated at \$20,490 and \$5,100, respectively, from the East Riverside Little River Road project, 7171026, and Little River Corridor Bridges project, 7171027, to complete trails identified for prioritized capital replacement.
Alexander Park Washroom (7171070)	(\$31,636)	Project is complete and can be CLOSED. Administration recommends mitigating the deficit with a transfer of surplus funding from the Little River Corridor Bridges project, 7171027.
Jackson Park Trails / Parking Lot / Washrooms / Maintenance (7181026)	(\$158,076)	Anticipated deficit due to inflationary costs for the final second layer of asphalt needed for the Jackson Park parking lot. Additional inflationary costs are anticipated for outstanding asphalt work required at the Parkside Tennis parking lot. Administration recommends that \$145,075.85 in unallocated funding from Canada Community Building Fund Reserve, Fund 176, as well as \$13,000 in funds from the Tennis Facility Jackson Park Reserve, Account 1780, be transferred to this project to mitigate this deficit.

Facilities Operations:

There are 9 active capital projects in this area administered by the Facilities Operations department. No surpluses or deficits are projected at this time.

Customer Service:

There is only one active capital project in this area that is being administered by the Customer Service department. The 311/211 Phone System Upgrades project (7191007) is reporting a surplus of \$37,485 as detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
311/211 Phone System Upgrades (7191007)	\$37,485	Project is complete and can be CLOSED. Surplus funds will be returned to their original funding source, Fund 169 – Pay-As-You-Go Reserve.

Windsor Public Library:

There are 10 active capital projects in this area that are being administered by the Windsor Public Library and the Corporate Projects department. There are no project surpluses or deficits to report on at this time.

Agencies and Boards

Windsor Police Services (WPS):

There are 19 active capital projects in this area that are being administered by various WPS divisions. All projects are anticipated to come in on budget.

Roseland Golf and Curling Club:

There are two active capital projects in this area that are being administered by the General Manager at Roseland. No project variance is anticipated as both of these projects are currently expected to come in on budget.

Windsor Airport:

There are five active capital projects in this area that are being administered by the Corporate Projects department. One project surplus, for \$416,362, is detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Kauth’s Expansion Plan (7181035)	\$416,362	Project is complete and can be CLOSED. Administration recommends that surplus funds be transferred to the Cargo Road Extension (St. Etienne) project, 7211060.

Handi-Transit:

There is only one active capital project active in this area that is being administered by Handi Transit/Transit Windsor. The Handi-Transit Bus Acquisitions project (7191019) is expected to come in on budget.



Subject: Little River Pollution Control Plant -Sludge Pump House No 01 Upgrades- City Wide

Reference:

Date to Council: June 13, 2022
Author: Chandana Walgama
Pollution Control Project Engineer
519 253 7111 Ext 3274
cwalgama@citywindsor.ca
Pollution Control
Report Date: May 31, 2022
Clerk's File #: SW/14411

To: Mayor and Members of City Council

Recommendation:

THAT the following tender be **ACCEPTED**:

TENDERER:	Vollmer Incorporated 3822 Sandwich Street Windsor, ON. N9C 1C1
TENDER NO:	57-22
TOTAL TENDER PRICE:	\$1,737,178.00, excluding HST
ACCOUNT CHARGED:	007 5410 9998 02942 7192004

and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a contract with the tenderer, satisfactory in form to the City Solicitor, in technical content to the City Engineer, and financial content to the City Treasurer; and,

THAT City Council **APPROVE** a transfer of additional funds totalling \$388,855 from the funding sources noted below to **Project ID 7192004** that are required to upgrade the Sludge Pump House No. 01 at Little River Pollution Control Plant (LRPCP):

- a. Transfer of \$22,852 from Project 7211023 (LRWRP-Transformer Screen Wall Replacement) and close the project

- b. Transfer of \$208,080 from Project 7161022 (LRPCP- Polymer System Upgrades) and close the project
- c. Transfer of \$157,423 from Project 7172011 (LRPCP- Replacement of Aeration Blowers)

Executive Summary:

N/A.

Background:

The Little River Pollution Control Plant (LRPCP) provides sewage treatment for the east side of the City of Windsor and Tecumseh, consists of Primary, Secondary, Tertiary waste water treatments and biosolids dewatering operations.

LRPCP Sludge Pump House No. 01 (SPH-1) pumping equipment have been in service for approximately 40 years and mechanical, electrical components and building structure are aging to the point where systems are becoming less reliable, replacement parts more difficult to obtain and maintenance frequency and costs increasing. Pollution Control decided to upgrade the mechanical and electrical systems of the SPH-1 that include piping, sludge pumps, valves and associated electrical controls.

Stantec Consulting was commissioned in 2019 to carry out the detailed design, tendering and construction Administration services.

Discussion:

The tender 57-22- “LRPCP- Sludge Pump House No 01 Upgrades” advertised on Monday April 4, 2022 and four addendums were issued during the tender period to clarify items in the tender documents and answer questions by prospective Tenderers.

The Purchasing Department for the City of Windsor oversaw the advertising and distribution of the tenders. Tenders were received until 11:30:59 a.m. (E.D.T.) on Friday April 29, 2022 via electronic bid submission. There were two bids submitted and the following Table summarizes the tender prices. The total tender prices include costs for the contingency allowance but do not include HST:

BIDDER	TOTAL TENDERED PRICE (EXCLUDING HST)
Vollmer Incorporated	\$ 1,737,178.50
Rorison Electric Limited	\$ 2,496,020.00

Stantec Consulting reviewed the bids and submitted a Tender review report recommending that the City of Windsor award the Tender No. 57-22 to Vollmer Incorporated.

Vollmer Inc. was selected as the successful bidder.

Risk Analysis:

Timing Risk: The delay in awarding the contract to the successful bidder would potentially increase the equipment maintenance cost and the process down time.

Financial Risk: A delay in awarding the contract would potentially increase the tender price.

Based on the enterprise risk management tool, the risk level for the Delay in awarding the contract is Significant.

Risk Description	Impacted Objective(s)	Risk Level	Mitigating Strategy / Status	Responsibility
Delay in signing the contract	Tender price may significantly increase if the signing of the contract delays beyond the irrevocability period of the tender.	Significant	Communicate with legal and close the gaps with the contractor	Project Manager, ED-Pollution Control
Budget Shortfall	Delay the project and the equipment maintenance cost and process downtimes.	Significant	Communicate with Manager, Process Eng. and Maintenance.	Project Manager, ED-Pollution Control

Some of the shortfall in funding for this project is recommended to come from a future planned Pollution Control project. This will impact other projects previously approved in principle in the 2022 10 Year Capital Budget. Administration will endeavour to replenish the project in the 2023 Capital Budget.

Financial Matters:

The tender price and the allocation of funds for the project 7192004 is illustrated in the table below:

EXPENSES	
Consulting Fees (Stantec)	\$99,360
Low Tenderer Construction Costs– Vollmer Incorporated	1,737,168
Non-Recoverable HST	32,327
Contingency for transfers of approximate surplus (below) and HST recovery	20,000
GROSS ESTIMATED PROJECT COSTS	\$1,888,855
REVENUE	
Previously Approved Funding	\$1,500,000
Transfer from and close Project 7211023	22,852
Transfer from and close Project 7161022	208,080
Transfer from Project 7172011	157,923
TOTAL REVENUE	\$1,888,855

Council previously approved \$1,500,000 of funding for the project 7192004 as detailed below:

- \$100,000.00 in 2019 CR8/2019
- \$300,000.00 in 2020 B 57/2020
- \$1.1 M in 2022 B28/2021

The cost of construction is significantly higher than what was estimated due to ongoing supply chain issues and increased cost of materials. Administration recommends that projects 7211023 – LRWRP - Transformer Compound Wall and 7161022 – LRPCP Dewater Polymer Batch be closed with the surplus funds of approximately \$22,852 and \$208,080 respectively, be transferred to project 7192004 – LRPCP Sludge Pumphouse Valves. The remaining funds of \$157,923 required to complete the project is recommended to be transferred from 7172011 – LRPCP Aeration Blower Replacement into Project 7192004. Project 7172011 will need to be replenished with contributions of additional funds of \$157,923 in future budgets in order to proceed with the project. It is currently underfunded to proceed to completion.

It should be noted that mitigating measures, strategies and approaches to address the inflationary costs being experienced in capital projects is expected to be further explored and considered in the development of the 2023 Capital Budget. The transfer of the funds as noted in this report is necessary at this time in order to allow for the timely execution of the tender noted above so as to manage the noted risk as identified within this report.

Administration is recommending that the transfers from various projects in the above table be processed. Based on these transfers, there will be sufficient funds in 7192004 to carry

out the project.

Consultations:

Mark DiPasquale, Financial Planning Administrator

Conclusion:

The acceptance of the bid submitted by Vollmer Inc., and the transfer of the required funds to the project from the other Pollution Control projects as indicated in the Financial Matters section.

Approvals:

Name	Title
Ed Valdez	Manager, Process Engineering & Maintenance
Mark DiPasquale	Financial Planning Administrator
Mike Dennis	Manager, Capital Budget & Reserves
Alex Vucinic	Manager of Purchasing
Chris Nepszy	Commissioner, Infrastructure Services
Joe Mancina	Commissioner, Corporate Services
Shelby Askin Hager	(A) CAO, City Solicitor/Public Safety-Economic Development, CLT – Office of the City Solicitor

Notifications:

Name	Address	Email
Vollmer Inc. Attn: Ryan Bisnett	3822 Sandwich Street, Windsor, ON. N9C 1C1 Tel: 519 966 6100-Ext 327 Fax: 519 966 0934	rbisnett@vollmer.ca

Appendices

Stantec Tender Report



Stantec Consulting Ltd.
2555 Ouellette Place, Suite 100
Windsor ON N8X 1L9
Tel: (519) 966-2250
Fax: (519) 966-5523

May 16, 2022
File: 165620182

Attention: Mr. Chandana Walgama, P. Eng.
Pollution Control Project Engineer

City of Windsor – Lou Romano Water Reclamation Plant
4155 Ojibway Parkway
Windsor, Ontario N9C 4A5

Dear Mr. Walgama,

Reference: Sludge Pumphouse No. 1 Upgrades
Little River Pollution Control Plant - Report on Tenders

The following is our report on tenders received for City of Windsor Tender No. 57-22 – Sludge Pumphouse No. 1 Upgrades at the Little River Pollution Control Plant (LRPCP).

1.0 BACKGROUND

LRPCP Sludge Pump House No. 01 (SPH-1) pumping equipment have now been in service for approximately 40 years and mechanical, electrical components and building structure are aging to the point where systems are becoming less reliable, replacement parts more difficult to obtain and maintenance frequency and costs increasing. Hence, SPH1 is in major need of major upgrades to achieve better reliability and restore operational efficiency. SPH-1 Piping, sludge pumps, valves and associated electrical controls will be upgraded under this project.

The Works associated with this tender generally include the refurbishment of the Sludge Pumphouse. The following is a general description of the works to be constructed under this contract:

- Upgrade current piping, sludge pumps, valves and associated electrical controls
- Refurbishment of the interior of the building

2.0 TENDERS

The Purchasing Department for the City of Windsor oversaw the advertising and distribution of the tenders. Four (4) addendum was issued during the tender period to clarify items in the tender documents and answer questions by prospective Tenderers.

Tenders were received until 11:30:59 a.m. (E.D.T.) on Wednesday April 29, 2022 and publicly opened at 11:45 am the same day at 400 City Hall Square, Suite 403. A total of two (2) tenders were received. A scanned copy of the tenders for Vollmer Inc. and Rorison Electric Limited were provided to Stantec Consulting following the tender opening for use in preparing this report.

The following Table 1 summarizes the Tenders received with the tender prices. The total tender prices include costs for the contingency allowance but do not include HST.

May 16, 2022

Mr. Chandana Walgama, P. Eng.
Pollution Control Project Engineer

Page 2 of 3

**Reference: Sludge Pumphouse No. 1 Upgrades
Little River Pollution Control Plant - Report on Tenders**

Table 1 – Summary of Tenders Received (excluding HST)

Rank	Tenderer	Total Tender Price	Contingency Allowance
1.	Vollmer Inc.	\$1,737,178.50	\$119,724.00
2.	Rorison Electric Limited	\$2,496,020.00	\$100,520.00

3.0 REVIEW OF TENDERS

The tenders submitted by the two contractors noted above were reviewed for informalities based on City of Windsor’s Purchasing Bylaw 93-2012 using Schedule “B” – Irregularities. Additional input on potential irregularities is required from Purchasing as Stantec Consulting was not provided with the original copies of the tender forms nor did we receive any copies of the bonds that accompanied the Bid Forms.

A completed Statement “A” – References, Statement “B” - List of Proposed Subcontractors as well as Statement “C” – Proposed Construction Equipment accompanied all tenders. Each tenderer also acknowledged receipt of Addendum No.’s 1 through 4.

3.1 DETAILED REPORT ON THE LOWEST TENDER

Vollmer Incorporated (Windsor, Ontario)

The tender price submitted by Vollmer Inc. in the amount of \$1,737,178.50 is the lower of the two (2) tenders received and \$758,841.50 (~30%) lower than the bid from Rorison Electric Limited.

The Schedule of Items and Prices in the Bid Form was reviewed. In general, there did not appear to be any significant unbalanced prices in neither the breakdown for Item No. 2 or remaining tender items making up the total tender price.

Vollmer Inc. is a well-established local general contractor having completed numerous heavy municipal, commercial and institutional projects throughout the local area of which this office was the Consulting Engineer on some of those projects. Vollmer is considered an experienced and qualified general contractor for this project.

We have reviewed the Vollmer’s list of proposed subcontractors, all of whom are familiar to us, and we are satisfied they have the experience and equipment to satisfactorily complete their work on this project.

4.0 DISCUSSION

4.1 TENDER RESPONSE

Tender Package No. 57-22 – Sludge Pumphouse No.1 Upgrades at LRPCP generated a fair degree of interest as illustrated by the number of registered plan takers and the Contractors that were present at the Mandatory Site Meeting.



May 16, 2022

Mr. Chandana Walgama, P. Eng.
Pollution Control Project Engineer
Page 3 of 3

**Reference: Sludge Pumphouse No. 1 Upgrades
Little River Pollution Control Plant - Report on Tenders**

4.2 OVERALL AND PRE-TENDER ESTIMATE COMPARISON

Overall, there is a price difference of approximately \$758,841.50 (30%) between the highest and lowest tenders. It appears that Tenderers' work force in the removal of existing pumps, piping and the supply and installation of new pumps and pipes mainly contributes the difference.

The lowest tendered price of \$1,737,178.50 from Vollmer was approximately \$62,821.50 (3.4%) below the Engineer's pre-tender estimate of \$1,800,00.00 and well within the $\pm 10\%$ level of accuracy of what is expected to be the Tenderers bid.

5.0 APPROVALS

It is not anticipated that this project would require any amendments to the plant's existing Ministry of Environment Conservation and Parks (MECP) Environmental Compliance Approval (ECA) since it is considered to fall under the regular maintenance and Limited Operational Flexibility category. We are not aware of any other regulatory approvals that are required prior to proceeding with the construction of the subject works.

6.0 RECOMMENDATION

Based on the tenders received and the foregoing report, we recommend the City of Windsor award Tender No. 57-22 to Vollmer Incorporated for the total tender price of \$1,737,178.50 (not including HST). We anticipate the issuance of the Order to Commence work in early June 2022 giving the Contractor sufficient time to complete this work.

I trust the foregoing meets your present requirements and if you have any questions or require further information, please do not hesitate to call me.

Regards,

STANTEC CONSULTING LTD.

Jian Li, Ph.D., P. Eng., PE
Project Manager
Tel: (519) 966.2250, Ext. 240
Fax: (519) 966.5523
jian.li@stantec.com



Presentation: SCM 150/2022

Subject: The Essex and Kent Scottish

The Essex and Kent Scottish

FUNDRAISING



CAMPAIGN

THE SCOTTISH BORDERERS FOUNDATION

Official Foundation of The Essex and Kent Scottish

Council Agenda - June 13, 2022
Page 50 of 89

The
service.

The
sacrifice.

Our
duty to
honour it.

SERVICESACRIFICEDUTY.CA



Pipe Major Jock Copland with sons James and Robert, August, 1940

It fell to them...



SEMPER PARATUS

In our nation's hours of greatest need, they gave it their all

The call to military duty comes in its own time; we do not choose it. For over 200 years, when that call came, men and women of The Essex and Kent Scottish have answered boldly and proudly. It fell to them, in the urgency of the moment, to step forward and defend what all of us today hold dear.

The regiment first assembled in 1793 as a formed military unit in Essex County and in 1794 in Kent County. It has unbroken lineage from 1885.

Essex and Kent counties produced Ontario's first militia organization and the first units to engage in combat (1794) outside Canada. Local troops were engaged in key battles



The beach at Dieppe, August 19, 1942. Of the 566 Essex Scottish troops engaged in the Dieppe Raid, only 55 returned to England, many of them wounded.

in both World Wars, including the ill-fated Dieppe Raid. While the casualties were grim, the hard lessons learned paved the way for the successful D-Day landings.

In the years since the 1945 Armistice, the regiment has remained active in conflicts and peacekeeping missions around the world. In our hour of need, they have always been there, in the thick of conflict, answering our nation's most urgent call.

ENGAGEMENTS & BATTLE HONOURS*

Fallen Timbers 1794	Fighting Island 1838	<i>Scarpe</i> 1918	<i>Goch-Calcar Road</i> 1945
WAR OF 1812-1815	Pelee Island 1838	<i>Hindenburg Line</i> 1918	<i>The Hochwald</i> 1945
Canard River 1812	St. Clair River 1838	<i>Canal du Nord</i> 1918	<i>Xanten</i> 1945
Brownstown 1812	Windsor 1838	<i>Cambrai</i> 1918	<i>Twente Canal</i> 1945
Maguaga 1812	WORLD WAR I	<i>Pursuit to Mons</i> 1918	<i>Groningen</i> 1945
<i>Detroit</i> 1812	<i>Ypres</i> 1915, 17	WORLD WAR II	<i>Oldenburg</i> 1945
Frenchtown 1813	<i>Festubert</i> 1915	<i>Dieppe</i> 1942	RECENT CONFLICTS
<i>Fort Meigs/Maumee</i> 1813	<i>Mount Sorrel</i> 1916	<i>Bourguébus Ridge</i> 1944	UN Peacekeeping 1977-93
Miami 1813	<i>Somme</i> 1916, 18	<i>St. André sur Orne</i> 1944	NATO Peace
Lake Erie 1813	<i>Flers-Courcelette</i> 1916	<i>Falaise</i> 1944	Enforcement 1993-2004
McCrae's 1813	<i>Thiepval</i> 1916	<i>Falaise Road</i> 1944	<i>Afghanistan</i> 2004-15
Longwoods 1814	<i>Ancre Heights</i> 1916	<i>Clair Tizon</i> 1944	NATO Deterrence 2015-21
Chippawa 1814	<i>Arras</i> 1917, 18	<i>Forêt de la Londe</i> 1944	DOMESTIC OPERATIONS
Flemings 1814	<i>Vimy</i> 1917	<i>The Scheldt</i> 1944	Disaster Response
<i>Lundy's Lane/Niagara</i> 1814	<i>Hill 70</i> 1917	<i>Woensdrecht</i> 1944	Humanitarian Relief
PATRIOT WAR	<i>Passchendaele</i> 1917	<i>South Beveland</i> 1944	
Amherstburg 1838	<i>Amiens</i> 1918	<i>The Rhineland</i> 1945	

As a general statement, it can be said that wherever Canadian forces are deployed around the world, 20 per cent of them are citizen soldiers—members of regiments such as The Essex and Kent Scottish. Their service to our communities and country is operationally critical; Canada could not fulfill its duties and commitments without them.



The battlefield grave of L/Sgt Ellis Sifton, posthumously awarded the Victoria Cross for conspicuous gallantry in action at Vimy Ridge, April 1917.

It fell to them to defend our values and freedoms, often at a terrible cost



The liberation of Groningen, Netherlands, April, 1945

It falls to us...



SEMPER PARATUS

The Government funds only a limited portion of our commemorative initiatives

Local and international communities have expectations of our regiment, many of which extend beyond the call to active military service. At major military anniversaries—those marking the liberation of European cities, for example—veterans and other representatives are expected to attend, to receive honours and dedications. Travel expenses must be defrayed through community donations.

Here at home, our reservists are in high demand at local parades and events. So too is our iconic Pipes & Drums, which makes regular appearances throughout Essex and Kent Counties for community events, Remembrance Day

and Canada Day parades, funerals, and much more. All expenses, including dress uniforms, instruments, transportation etc.

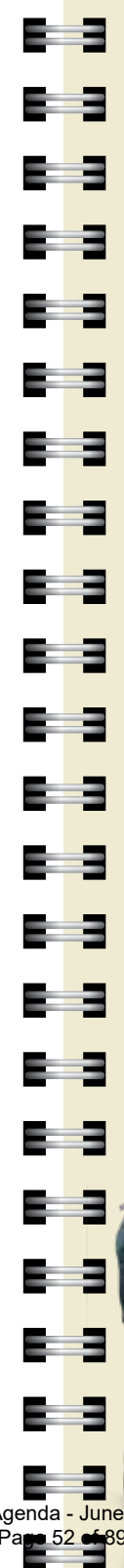
must be borne through public generosity. Finally, the building and maintenance of memorials, both at home and overseas, is another area of local expense, as are the costs for hosting dignitaries at our local events.

In the past, we have relied on individual donors to help defray these costs but that is neither fair nor sustainable. That is why we are embarking on this

Fundraising Campaign: to adequately fund our Foundation so that these initiatives can continue in perpetuity.



His Royal Highness Prince Michael of Kent, GCMG, CD, Colonel-in-Chief of The Essex and Kent Scottish



HOW YOUR GIFT WILL BE USED

Donations to this Fundraising Campaign will be added to our Foundation's capital base with the goal of maintaining it, in perpetuity, at a sustainable level. The interest earned over time will be used to fund a variety of important commemorative initiatives, as follows:

Representation at commemorative events

- Veterans' and other representatives' travel to dedications of memorials, tributes etc.
- Bringing dignitaries here for ceremonial events

Support of the regiment's Pipes & Drums

- Provision and maintenance of uniforms, musical instruments, etc.
- Travel expenses for out-of-town tattoos, ceremonial appearances, parades and other performances

Building and maintaining monuments

- Local regimental monuments
- Monuments in European cities
- Monuments at key battlefields and other locations
- Five monuments currently under local care

Preservation of records and historical artifacts

- Digitization of military archives enabling online public access
- Sponsoring of annual military history symposium, etc.



Below: Members of The Essex and Kent Scottish pay tribute at the memorial in Dieppe, France. Above: Canadian soldiers in Afghanistan.



It falls to us, as a community, to honour their courage



Protectors of our freedoms and values, 1882

The Scottish Borderers Foundation



SEMPER PARATUS

Honouring the 200-year service and sacrifice of The Essex and Kent Scottish

*Our fundraising goal is \$600,000.
We offer a variety of investment opportunities through which donors can show their support.*

ANNUAL INSTALLMENTS

Pledged giving over the five year campaign

ONE-TIME GIFTS

All gifts are welcomed and appreciated

TESTAMENTARY BEQUESTS

Make the Scottish Borderers Foundation a beneficiary of your estate

GIFTS IN KIND

Donate appreciated investments, save taxes

**Official Foundation of The Essex and Kent Scottish*

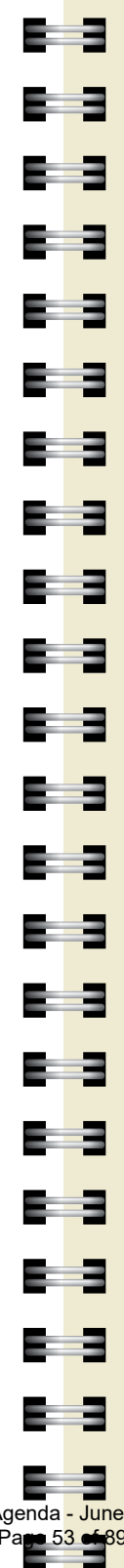
YOUR SUPPORT MATTERS

Your generous donation will help us honour and preserve the memory of our local militia. It will ensure that their service and sacrifice are remembered for generations to come.

TAX & ESTATE PLANNING

We welcome the opportunity to assist major donors with guidance on tax and estate planning to maximize the impact of their generosity.

Charitable Registration # 86932-9672-RR0001



INTERNATIONAL & DOMESTIC MISSIONS, 1977-2021

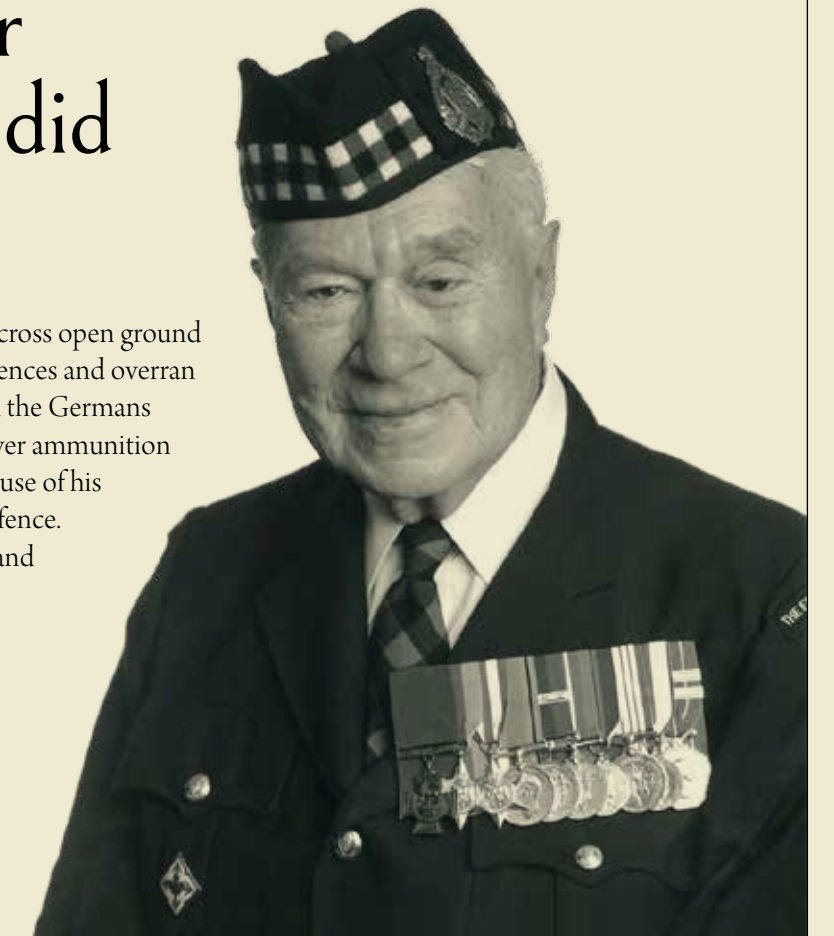
UN Emergency Force, Egypt	1977-78	NATO Op Reassurance, Latvia	2015, 2019, 2021
UN Op Snowgoose, Cyprus	1985-93	Op Podium (Vancouver Olympics)	2010
NATO Op Harmony, Croatia	1993-95	NATO Op Unifier, Ukraine	2018, 2021
NATO Op Palladium/Boreas, Bosnia & Herzegovina	1998-2005	Allied Op Impact, Lebanon & Iraq	2019-21
Op Recuperation (ice storm), Eastern Ontario	1998	Op Laser (COVID-19 long-term care and northern communities), Ontario	2020
Allied/NATO Op Athena/Archer/Attention, Afghanistan	2004-15		
Op Assistance (floods), Manitoba	1997		

They never flinched or hesitated; they selflessly did what had to be done.

Early on 1 March, 1945, The Essex Scottish Regiment attacked the Hochwald Forest across open ground and barbed wire. Major Fred Tilston led his Company through two lines of enemy defences and overran two headquarter positions, despite being wounded in the head and in the thigh. When the Germans counterattacked, Tilston calmly moved across open terrain, braving intense fire to deliver ammunition and grenades. Having suffered more-serious wounds which permanently cost him the use of his legs, he refused medical aid until he was able to brief his replacement on the plan of defence. Only then did he relinquish command. The vital position was held, and for his valour and exemplary leadership, Major Tilston was awarded the Victoria Cross.

After his death in 1992, The Major F. A. Tilston VC Armoury & Police Training Centre was named in his honour.

WE REMEMBER



SEMPER PARATUS: THE REGIMENT TODAY



Canadian Armed Forces are actively engaged in a variety of domestic support roles. The Essex and Kent Scottish, like all of Canada's reserve units, play an essential part in delivering these emergency services.

The Essex and Kent Scottish continues to be a vibrant and cohesive force within both Essex and Kent counties, with a mandate to train citizen soldiers to the highest standards for both domestic and overseas deployment.

The need remains urgent, as evidenced by the regiment's recent activities in a number of overseas operations. These often take place in areas of active conflict where the regiment plays a vital role in advancing Canada's foreign-policy initiatives. That said, the greater part of their recent activity has involved domestic operations. Severe weather

and public health crises have tasked the regiment and other Canadian reserve units with challenging support roles. From natural disaster relief to keeping seniors safe in a time of pandemic, they remain ready to jump into action wherever they are needed.

These courageous men and women represent the best of our communities: our sons, daughters, neighbours and friends, from all walks of life. All are dedicated to the defence of Canada and the protection of the values we all cherish. The regiment remains, as always... ready. *Semper Paratus!*

SERVICESACRIFICEDUTY.CA

The Scottish Borderers Foundation



The Scottish Borderers Foundation is the official funding organization of The Essex and Kent Scottish. It is tasked with creating and preserving a sustainable fund for the commemoration and honouring of our local troops through a variety of vital initiatives.



info@servicesacrificeduty.ca



Subject: Charles Clark Square Repairs Versus Replacement at City Hall (Esplanade Project) - Ward 3

Reference:

Date to Council: 6/13/2022
Author: Jen Knights
Executive Director, Recreation & Culture
519-253-2300 x2920
jknights@citywindsor.ca

Sam Magalas
Executive Initiatives Coordinator
519-253-2300 x2730
smagalas@citywindsor.ca
Recreation and Culture
Report Date: 5/30/2022
Clerk's File #: SR/14410

To: Mayor and Members of City Council

Recommendation:

THAT City Council **APPROVE** \$300,000 in funding from the City Hall Square and Civic Esplanade project to hire a consultant immediately to begin the design of a new outdoor ice rink at City Hall; and,

THAT Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary to hire a consultant to begin the design of a new outdoor ice rink at City Hall, with an upset limit of \$300,000, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Recreation and Culture; and,

THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any agreements or contracts related to this matter, satisfactory in legal form to the City Solicitor, in financial content to the City Treasurer, in technical content to the Executive Director of Recreation and Culture; and,

THAT the results of the Consultant's report for a new outdoor ice rink at City Hall be **REFERRED** to the 2023 budget for funding required.

Executive Summary:

N/A

Background:

On October 7, 1996, Council approved the dedication of a portion of the Civic Esplanade for use as an outdoor skating rink in the winter months, and a public square throughout the year named in memory of Charles J. Clark Sr. (CR 1050/96)

Charles Clark Square has required extensive repairs and maintenance in the past. In 2010, \$150,000 was approved for the installation of a perimeter board system.

During the 2012/2013 season, \$90,000 in repairs were needed to repair the chiller and leaks in the perimeter piping, as well as for upgrades to access the observation room and the snow dumping area.

In 2013, \$56,000 was approved to install synthetic ice in an attempt to save operating and maintenance costs related to the ice pad. This project was not successful and the rink reverted to operating as a traditional refrigerated ice pad.

In the off-season of 2014, \$21,000 was spent on washroom repairs, plumbing and heating issues. An additional \$32,000 was spent on refrigeration repairs and preventative maintenance to make the ice operational for the 2014/2015 season. Annual repairs to manage leaks continue to be required.

In the spring of 2022, following completion of the winter outdoor ice season, CIMCO Refrigeration attended Charles Clark Square to address concerns about a significant brine leak at the facility discovered during the 2021/2022 operating season. This testing must be completed when the ice is removed as the Freon used to detect the leaks is not visible through the ice.

CIMCO noted a number of leaks during their testing. They have successfully repaired five (5) leaks at a cost of approximately \$3,000 per leak or a total of \$15,000. Additional leaks are still evident as pressure testing on the floor for a period of 1-week resulted in a pressure drop from 40 pounds to 6 pounds. The rink will not be able to open for the 2022/2023 season until all the leaks are discovered and repaired. The number of leaks is unknown at this time, and cannot be determined without further exploratory excavation. It is difficult to estimate the cost to locate and fix all leaks as the scope is unknown.

As noted in the Recreation Master Plan, the City of Windsor has a service level of one (1) outdoor rink per 110,000 population, with the Provincial average being one outdoor rink per 75,147 population. Many municipalities in Ontario supplement refrigerated rinks with natural outdoor ice surfaces due to the climates in those areas that can sustain ice throughout the winter months without a refrigeration plant. These outdoor rinks are maintained by local volunteer organizations, but this option is not generally viable in

Windsor due to warm winter temperatures. Most municipalities note weather as their number one challenge in addition to liability, safety, noise, lack of daylight on un-lit rinks as well as service and upkeep concerns. That said, the intangible benefits of outdoor rinks are wide spread, evident during the pandemic when outdoor recreation was highly desired by many members of the general public.

The Recreation Master Plan recommends maintaining a maximum of two (2) outdoor rinks. The City of Windsor currently has two (2) outdoor rinks: Charles Clark Square Outdoor Rink and Lanspeary Lions Outdoor Rink.

Discussion:

The rink at Charles Clark Square traditionally opens the first week in December and closes in late February or early March, weather permitting. It provides free supervised skating on Saturdays and Sundays from 8 am to 11 pm and weekdays from 4 pm to 11 pm. Generally, attendance varies with approximately 20 - 30 skaters using the ice each week day and approximately 100 skaters on Saturdays and Sundays.

Charles Clark Square does not have rentals and does not generate revenue from either public skating or group bookings. The community has an interest in this downtown location and All Saints' Anglican Church collects and lends skates for the day or for the season to anyone who asks.

The continued operation of the outdoor ice rink at Charles Clark Square is a challenge due to a number of required repairs resulting from the original rink design. At the end of the 2021/2022 season, brine leaks became evident and leaks were confirmed in both the floor and the perimeter piping of the rink. It is estimated that 50 gallons of brine were being lost on a daily basis due to the number of leaks.

The rink can no longer operate in its current state and the previous methods for repair may not be sufficient to address the leaks and permit the rink to safely operate for the 2022/2023 season. Should City Council wish to continue to operate the rink at Charles Clark Square, a major repair or redesign would be required.

The current system design and construction, including the location of expansion joints in close proximity to the perimeter piping, is creating some of the challenges being experienced at Charles Clark Square. The pipe is impacted by the expansion and contraction of the surrounding concrete resulting in concrete rubbing up against the pipe and creating pinhole leaks. Exploratory digging has also revealed many of the return bends in the floor piping are sitting directly above the perimeter piping, which means that the bends must be removed and replaced in order to access the perimeter piping below. An option to mitigate the impact from the freeze-thaw cycle that is contributing to the leaks would be to excavate the entire perimeter and install a sleeve around the perimeter and header plates.

Excavating the entire perimeter and pouring new concrete as described above would mitigate the impact from the freeze-thaw cycle and subsequent leaks, but would not address operational concerns with the design of the rink pad. In order to fully address

these concerns, the entire rink floor should be excavated and re-designed in a more traditional rink pad layout.

The anticipated costs for full replacement of the rink surface at Charles Clark Square is approximately \$1M. The work would need to go to tender immediately and the time to complete the work would be a minimum of 16 weeks, noting that labour availability and supply-chain issues may extend into the operating season of the rink. In addition, the work would impact events being held in/around Charles Clark Square during the summer and fall.

The current (2022) operating budget for Charles Clark Square is \$88,253 in expenses with \$9,000 allocated to refrigeration requirements. Charles Clark Square does not generate any revenue.

Lanspeary Lions Outdoor Rink currently has the capacity for program expansion and offering additional recreational skating and rental times is possible to provide opportunities for Charles Clark Square users.

A second option would be to decommission the rink at Charles Clark Square and begin the design of a new outdoor ice rink at City Hall. The new multi-use feature would be designed to provide a year-round gathering space, potentially augmented with sails or canopies that would provide shade in the summer, and the opportunity to extend the operating season of the rink in the winter.

Following the work and consultation done to date by the City Hall Square and Civic Esplanade project team, the design and location would support the operational logistics of the combined outdoor rink/water feature without compromising functionality, aesthetics or the overall 4-season concept for the project. The construction of an outdoor rink would be the first phase in this project. In addition to the outdoor rink, the future vision includes an area for public celebrations and announcements, seating, washrooms and concession opportunities while incorporating historical elements including the former military barracks.

The high level costs for a new basic outdoor rink is expected to be in the \$4M range which includes basic rink infrastructure and a small building to house the ice resurfacing equipment, limited hardscaping around the rink and limited lead-walks for access. The location of a new outdoor rink could be on the north side of the recently constructed City Hall in the green space and does not include any additional amenities, financing costs or project management fees.

The project timeline would include the hiring of a consultant, design, tender and awarding the project. This phase of the project is estimated to take 6 months prior to being in a position to tender. Public consultation will also be sought as part of the overall design process.

Risk Analysis:

There is a moderate risk that, should the rink open for the upcoming season, additional unforeseen repairs could be required. This risk is mitigated by the pre-operational inspections that are conducted by the City's contracted refrigeration company and ongoing monitoring by Recreation and Culture as well as Parks and Facilities staff throughout the season.

The age of the system and current required repairs will result in further costs as long as the rink is to be maintained as an outdoor ice surface.

The community values the asset and it is recognized as a feature that supports the vitality of the downtown core.

Timing Risk

There is a moderate risk to timing with regards to the approved conceptual plans for the City Hall Square and Civic Esplanade study. Conceptual designs for the Civic Plaza have been developed but are not finalized and have not received approval from City Council. The conceptual designs could be modified to accommodate a phased implementation of an outdoor skating rink but it will require some redesign work from the consultant (Forrec Inc.) with regards to the layout and design concept for the Civic Square.

Climate Change Risks

Climate Change Mitigation:

Any design for a new outdoor rink shall review the opportunities for improved energy efficiency and greenhouse gas emissions reduction.

Climate Change Adaptation:

The City's Climate Change Adaptation Plan identified an increase in winter temperatures will reduce the length of time outdoor rinks can operate (Impact #16). There is limited data on the number of weeks Charles Clarke Square has operated since the late 1990s, however, with the data that we have available, operation and Charles Clark Square has been reduced by about 2 weeks since 2010. Similarly, on average the Lanspeary Lions Outdoor Rink has also experienced a decrease in the weeks of operation due to weather from 16.2 weeks (2004 – 2009_ to 13, 4 weeks (2014 – 2019).

Due to this impact the Adaptation Plan recommends that any future outdoor rinks developed consider warmer weather temperature protection measures. Therefore, it is recommended that the successful consultant identify measures that can reduce the impacts from increasing winter temperatures to maximize the winter use of any future outdoor rink.

Financial Matters:

The consultant's report for the design of a new outdoor ice rink at City Hall is estimated at \$300,000 and will be funded from the long term redevelopment plan for City Hall Square and Civic Esplanade. This project has sufficient funds to carry out the work. The

study will provide detailed cost estimates for the redesign and relocation of the Charles Clark Square outdoor rink. The final report will be provided to Council as part of the 2023 Budget for consideration of all available funding options for the construction of a new outdoor rink. The current capital plan does not currently include funds earmarked for the repair or redesign of the existing rink.

Should Council wish to move forward with repairs to the existing rink, Council would be required to approve up to \$1M in capital expenditures for immediate use related to the repair of the existing rink and direct Administration to identify a potential funding source within the City's capital budget to undertake this work.

Consultations:

Valerie Robinson, Financial Planning Administrator

Josie Gualtieri, Financial Planning Administrator

Colleen Middaugh, Manager of Corporate Projects

Neil Robertson, Manager Urban Design/Deputy City Planner

Adam Coates, Planner III - Senior Urban Designer

Stacey McGuire, Manager Arenas and Recreation Facilities

Karina Richters, Supervisor Environmental Sustainability and Climate Change

Natasha Gabbana, Senior Manager of Asset Planning

Aaron Farough, Legal Counsel

France Isabelle Tunks, Executive Director Engineering

Conclusion:

In order to continue to offer Charles Clark Square as an outdoor recreational skating venue for the 2022/2023 season immediate repairs are required.

In order to meet the timelines to open the rink in December 2022, Administration will require direction to allow repairs to be completed, weather and material availability permitting.

If Council directs Administration to proceed with hiring a consultant and decommissioning the space at Charles Clarke Square, expanding programming at Lanspeary Outdoor Rink and focusing on a new outdoor rink as part of the City Hall and Civic Esplanade project, it would provide residents and visitors with a safe and enjoyable experience in the heart of our City for years to come.

Planning Act Matters:

N/A

Approvals:

Name	Title
Jen Knights	Executive Director, Recreation & Culture
James Chacko	Executive Director, Parks & Facilities
Christopher Nepszy	Commissioner, Infrastructure Services
Ray Mensour	Commissioner, Community Services
Joe Mancina	Commissioner, Corporate Services/Chief Financial Officer/City Treasurer
Dana Paladino	Acting Commissioner, Legal & Legislative Services
Shelby Askin Hager	Acting Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:



Committee Matters: SCM 120/2022

Subject: Ward 9 Ditch Survey and Inspection of Private Culverts and Private Catch Basins - Ward 9

Moved by: Councillor McKenzie
Seconded by: Councillor Francis

Decision Number: **ETPS 892**

THAT Local Improvement works for storm sewers, curb and gutter for those street segments not yet constructed to the municipal standard within the area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east, as shown on drawing 4M-206 **BE RECOMMENDED** to future Capital Budgets and prioritized relative to their technical scoring, subject to cost-sharing for such works as established by CR554/2019; and,

THAT WSP Canada Inc. firm **BE APPOINTED** as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O'Neil Drain and to the O'Neil Drain from south of Hallee Crescent to Division Road under section 78 of the *Drainage Act*.
Carried.

Report Number: S 14/2022
Clerk's File: SW2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 8.1. from the Environment, Transportation & Public Safety Standing Committee Meeting held April 27, 2022.
3. To view the stream of this Standing Committee meeting, please refer to: <http://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20220428/-1/7324>

Subject: Ward 9 Ditch Survey and Inspection of Private Culverts and Private Catch Basins ---Ward 9

Reference:

Date to Council: 4/27/2022
Author: Joseph Bressan
Engineer I
519-255-6100 ext. 6890
jbbressan@citywindsor.ca

Public Works - Operations
Report Date: 2/7/2022
Clerk's File #: SW2022

To: Mayor and Members of City Council

Recommendation:

That Local Improvement works for storm sewers, curb and gutter for those street segments not yet constructed to the municipal standard within the area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east, as shown on drawing 4M-206 **BE RECOMMENDED** to future Capital Budgets and prioritized relative to their technical scoring, subject to cost-sharing for such works as established by CR554/2019; and,

That WSP Canada Inc. firm **BE APPOINTED** as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O'Neil Drain and to the O'Neil Drain from south of Hallee Crescent to Division Road under section 78 of the Drainage Act.

Executive Summary:

Substantial drainage and stormwater conveyance issues have been reported to Administration within the geographic area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east.

Updating the streets from a rural to a standard municipal cross-section design can assist in mitigating some of these issues. To ensure that the outletting drains can accommodate such improvements, it is recommended that these be reviewed by a

Drainage Engineer to determine what, if any, measures may be required to further improve the situation.

Background:

Prior to 1991, the installation of culverts in municipal ditches was largely unregulated. Thereafter, permits became required in order to build culverts supporting driveways across municipal ditches.

Report C221/2020 was brought to City Council on November 23, 2020, which reported that 22 incidences of basement flooding were noted in the southeastern corner of the Devonshire Heights neighbourhood after a rainstorm that occurred on August 28th, 2020. Existing ditches in this area were observed to be full. The area's drainage network includes several privately owned and installed culverts and catch basins on the street segments.

Subsequently, City Council approved CR588/2020, which reads in part:

[...] That Council APPROVE the ditch survey and inspection of private culverts on residential streets in Ward 9 impacted by the flooding of the August 28, 2020 storm event to an upset limit of \$100,000 funded by Project ID#7199004 - Sewer Master Plan Implementation; [...]

Administration has carried out the above-noted survey and this report speaks to this section of the resolution noted above and recommendations therein.

Discussion:

As directed by CR588/2020, the ditch survey was undertaken in March 2021. The survey area included those streets not having a standard municipal cross-section design and those having a rural cross-section with ditches. These streets are identified on drawing 4M-206. The survey observed the direction of water flow, if any at all, in the existing ditches and swales based on the elevation at the bottom of the ditches and swales. Invert elevations at both ends of culverts and of all private culvert pipes entering/exiting private catch basins were also collected.

Turner Road between Lappan and Seymour was excluded from the survey due to the existing storm trunk sewer on these blocks.

The survey determined that many of the private culverts installed were built prior to regulation. Many were observed to be deformed and on the verge of collapsing. While section 5.8 of By-Law 25-2010 outlines that homeowners are required to inspect and maintain the private culverts and private catch basins, it is not practical for the municipality to assign manpower to undertake proactive enforcement. Ideally, the majority of these pipes would have been set at an elevation lower than the top of the ditch, such that it would limit the risk of backup.

The survey concluded that on a substantial basis, the unregulated private culvert and private catch basin installations were not constructed properly, with existing elevations offset and private infrastructure installed to match both upstream and downstream

inverts instead of being appropriately graded. The following similarities were found on many of the blocks:

- Existing ditches and swales often sloped in opposite directions within a given side of a road segment. Many ditches were found to have a high point in between two private culverts.
- Private catch basins along the culverts had inverts that were confirmed to be improperly offset or staggered. Some private catch basins were found to be at a low point while other private catch basins would build up water within the catch basin before any water could exit the catch basin.
- Private storm water discharge pipes entering the private catch basins were found to be entering the private catch basin at a higher elevation than the culvert pipes.
- The majority of private storm water discharge pipes entering ditches were confirmed to be set at an elevation in which the top of the pipe is below the top of the ditch. Thus, if the ditch is filled with water, the discharge pipes connecting the homes to the ditches (i.e. sump pumps) would be submerged under water.
- Many private culvert pipes connected to private catch basins were found to be sloping in opposite directions; meaning the respective private catch basin would be a high point in the drainage system.
- Commonly found flat segments of ditches and/or private culvert pipes were noted that had an elevation difference of 15mm or less between the two survey shots.
- The high level direction of water flow was distinguishable for some of the ditches/swales, within a given road segment, but the direction of water flow for many road segments was difficult to define.

Dawson and O'Neil Drains:

The Dawson Municipal Drain flows northerly beginning just north of 1830 Division Road to 1100 Division Road (Windsor Memorial Gardens), as regulated by By-laws 1830 and 2838 adopted by the Township of Sandwich East in 1950 and 1963 respectively.

This drain has been altered by land development over many years. The latest alteration was adopted in 1999 by CR701/99 by the Devonshire Heights Subdivision.

Dawson Municipal Drain segments primarily consist of open channel sections and sections having an open channel and an underlying 300/150mm plastic perforated HDPE drain tile (Big "O" pipe). These latter segments were created in the subdivision design wherein stormwater is directed to a perforated pipe during a smaller storm, and would overflow into the open channel during larger storms. The drain also services properties fronting on Division Road.

The Dawson Drain ultimately outlets to a relocated (but still unregulated) O'Neil Drain. The O'Neil Drain is located east of the Windsor Memorial Gardens cemetery and flows north from Division Road. A small section of this ditch, at the junction of the Dawson Drain, was surveyed and the results confirmed that the water is flowing north.

On the most recent walkthrough of the drain from May 13th, 2021, overgrowth of vegetation within the perforated pipe and catch basins was noted. A large volume of standing water was observed at the upstream end of the drain, immediately west of 3933-3935 Woodward Boulevard. Administration has concluded that this drain requires major maintenance and a reassessment of its hydraulic functioning.

Calderwood Park – Dry Pond:

The intended purpose of this dry pond is to accumulate water and act as an overflow area/pond during an intense storm. Water has not been observed at this dry pond in quite some time, and there is little evidence that water is being directed to this pond.

Stormwater Outlets

A variety of stormwater outlets exists for the neighbourhood, including the Dawson and O'Neil Drains, the Lappan Drain, and various storm sewers of varying capacity. To date the sufficiency of these outlets for the area has not been analyzed. Details of the findings are presented in section F of Appendix 7.

Local Improvement (see Appendix 7)

According to the City's Road Condition Rating System, many of the street segments in this area are described as being now deficient (see Appendix 6). These segments are recommended to be referred to the Capital Budget as city-initiated Local Improvements and prioritized according to technical warrants.

Summary of Recommendations

The changes to the area lands, together with the numerous unregulated driveway culverts constructed prior to 1991, have demonstrated a general inconsistency of pipe sizes, with some downstream pipes smaller than those upstream. A more detailed engineering study based on storm water modelling and best practices for land drainage is recommended to better understand the required conveyance capacity and to understand the appropriate outlet capacity. In addition, there is no certainty as to whether existing storm water outlets are sufficient to accept improved drainage from the existing street segments.

A dedicated engineer's report to consider the Dawson and O'Neil Drain watersheds is recommended. Once the stormwater outlets are analyzed, determined and constructed where required, referral to the Capital Budget of upgrades for the various streets to an urban cross-section under City-initiated local improvements can be initiated.

In the short term, residents within the area are encouraged to participate in the Basement Flooding Protection Subsidy Program, including sump pump installation with overflow, and downspout disconnection to reduce future storm water from entering the system. In addition, residents are encouraged to consider private property improvements as described in the Sewer and Coastal Flood Protection Master Plan including low impact development.

Risk Analysis:

Risks inherent by proceeding with the recommendations are generally minimal, as the commissioning of a drainage report will both improve the City's knowledge base of the area and set forward a path towards resolution of longstanding issues noted in the area.

Risks inherent by not proceeding with the recommendations are generally related to an acceptance by the municipality that the described drainage concerns shall remain unresolved.

Climate Change Risks

Climate Change Mitigation:

Future local improvement construction projects will result in Greenhouse Gas (GHG) emissions that are accounted for within the annual Community GHG emissions inventory.

Climate Change Adaptation:

Future significant storms are likely to occur again and could lead to further instances of flooding within the City. While there will always be the risk of flooding, the risk can be mitigated by taking steps to reduce the amount of storm water entering into the sewer system.

The installation of curb and gutter is known to improve road drainage by setting grades and a collection system for the road surface. The installation of storm sewers and drain improvements will improve the conveyance capacity of the system, reducing the potential risk of property damage to residents.

Financial Matters:

As part of the City's Local Improvement policy, the City accepts responsibility for financing a portion of the requested works. Local Improvement works for storm sewers and curb and gutter as noted above are funded through existing local improvement capital projects, pending availability of funding. Administration will continue to monitor local improvement capital project and reprioritize work assignments as needed.

The cost of the Drainage Report can be funded through an existing Capital Project 7086004 – Municipal Drains Maintenance. However it will result in the internal reprioritizing of work assignments. There are funds earmarked in this project to undertake the estimated costs of the Drainage Report. The recommended Drainage Engineer was selected from the Engineering Roster.

Consultations:

Finance Department – Carrie McCrindle

Engineering Department – Andrew Dowie, Adam Mourad

Public Works Operations – Andrew Lewis, Roberta Harrison

Conclusion:

There are no obvious short-term solutions to the cited issues in this neighbourhood. Property owners are encouraged to disconnect their downspouts to help increase the time it takes for water to travel to the ditches.

The engagement of WSP Canada Inc. to complete a drainage report for the repair and improvements to the Dawson and O’Neil Drains will assist in understanding current drain hydraulics and potentially resolve drainage concerns in the neighbourhood.

Administration further recommends that those streets having a rural cross section should be reconstructed subject to City Council’s Local Improvement Policy by implementing new storm sewers and curbs & gutters, once appropriate stormwater outlets are identified. It should be noted that City initiated Local Improvements have been prioritized for streets that do not currently have sanitary sewers. Local Improvement funding for storm sewers and curb & gutters is not available at this time. The likelihood of the City proceeding with a Local Improvement project on a given street segment identified within the limits of drawing 4M-206 is low for the next few years.

Planning Act Matters:

N/A

Approvals:

Name	Title
Carrie McCrindle	Financial Planning Administrator
Phong Nguy	Manager of Contracts, Field Services & Maintenance
Andrew Dowie	Engineer III / Drainage Superintendent
Fahd Mikhael	Manager of Design
France Isabelle-Tunks	Senior Manager of Engineering / Deputy City Engineer
Shawna Boakes	Executive Director of Operations
Chris Nepszy	Commissioner, Infrastructure Services
Tony Ardovini	Acting Commissioner, Corporate Services CFO/City Treasurer

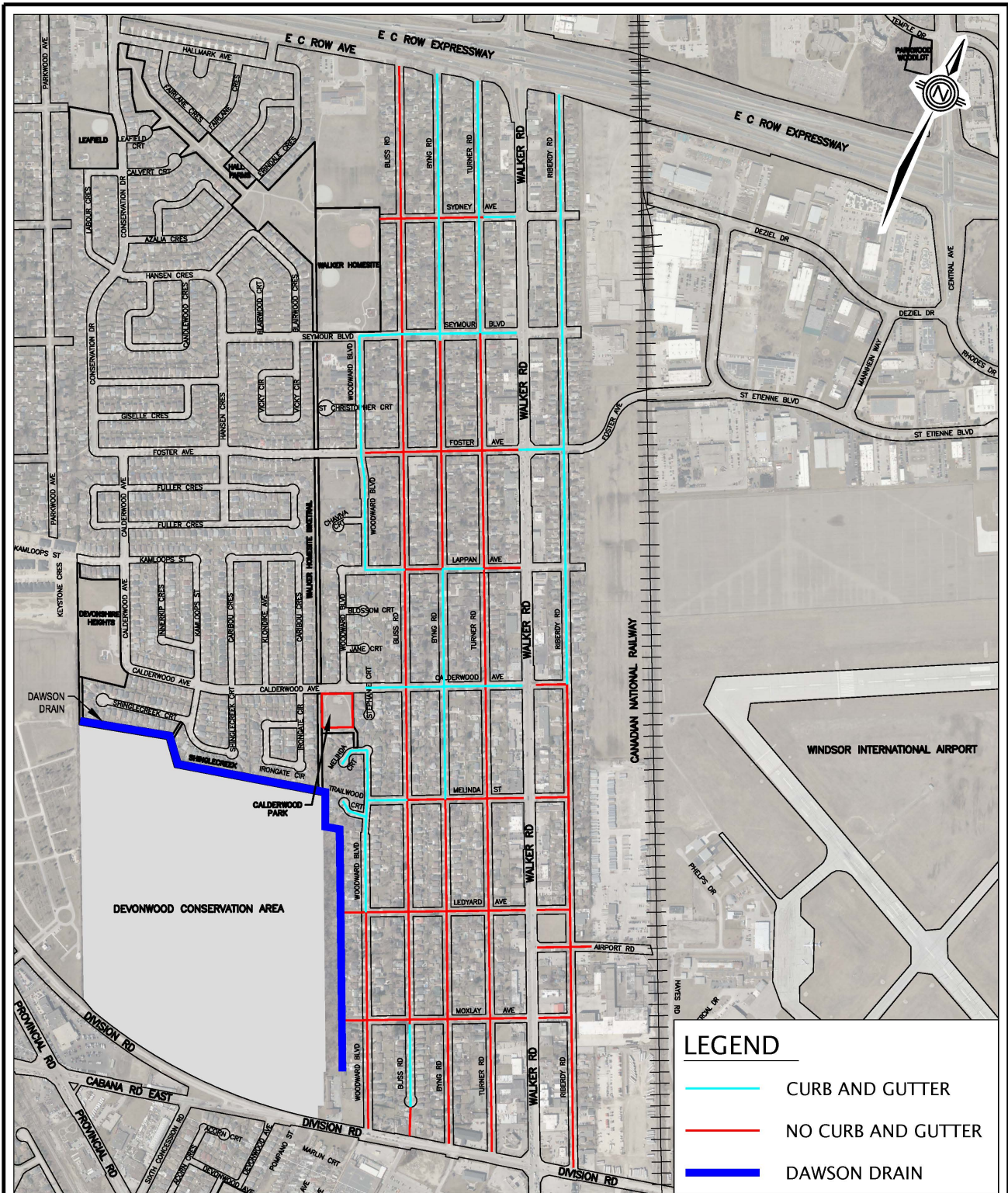
Name	Title
Joe Mancina	Acting Chief Administrative Officer

Notifications:

Name	Address	Email
Michael Stewart, M.A.Sc., P.Eng., WSP Canada Inc.	582 Lancaster Street West, Kitchener, ON, N2K 1M3	michael.stewart@wsp.com

Appendices:

- 1 Appendix 1 - 4M - 206
- 2 Appendix 2 - 4M - 207 - Aerial
- 3 Appendix 3 - Storm Sewer Layout and Drainage Area Plan
- 4 Appendix 4 - 208
- 5 Appendix 5 - Photos of Private Culverts and Catchbasins
- 6 Appendix 6 - Existing Road Condition Ratings
- 7 Appendix 7 - Technical Findings

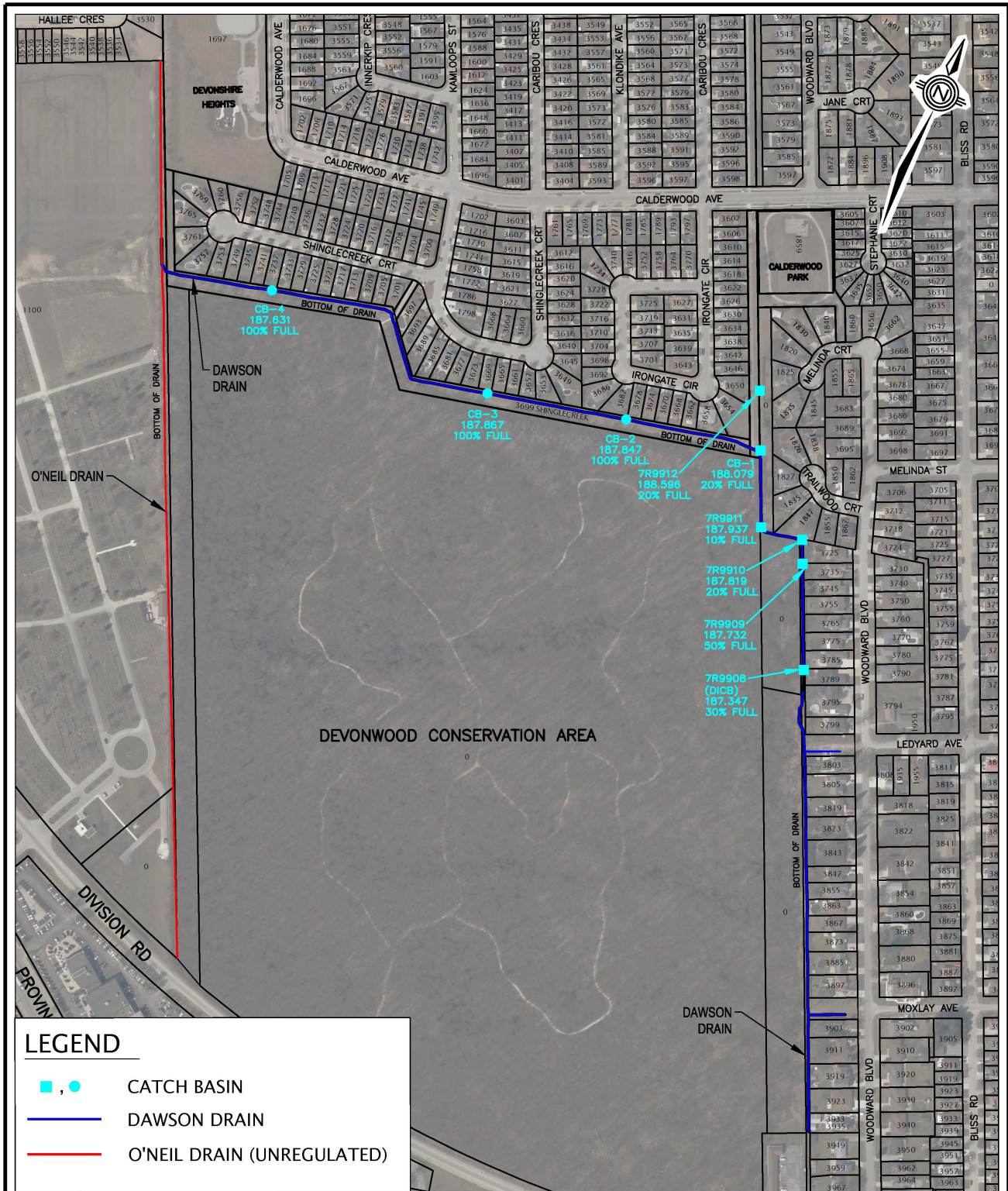


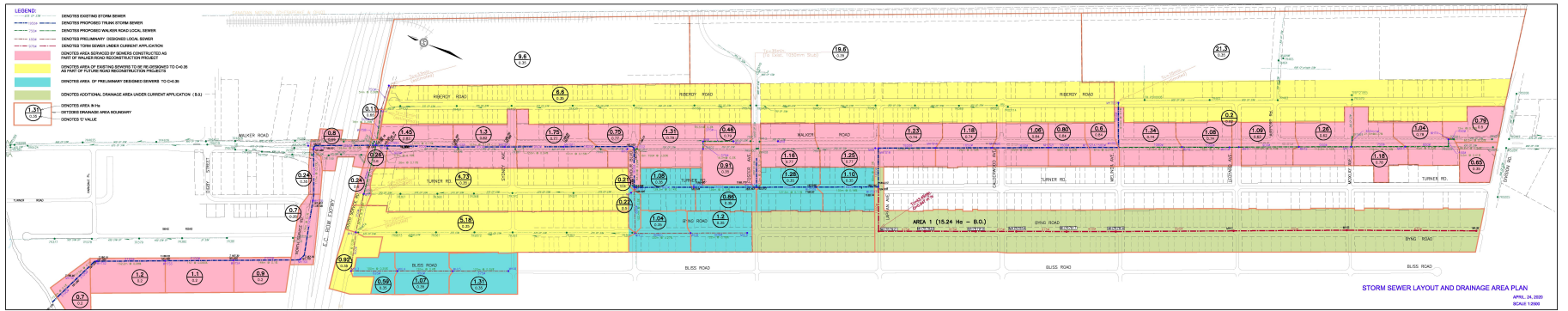
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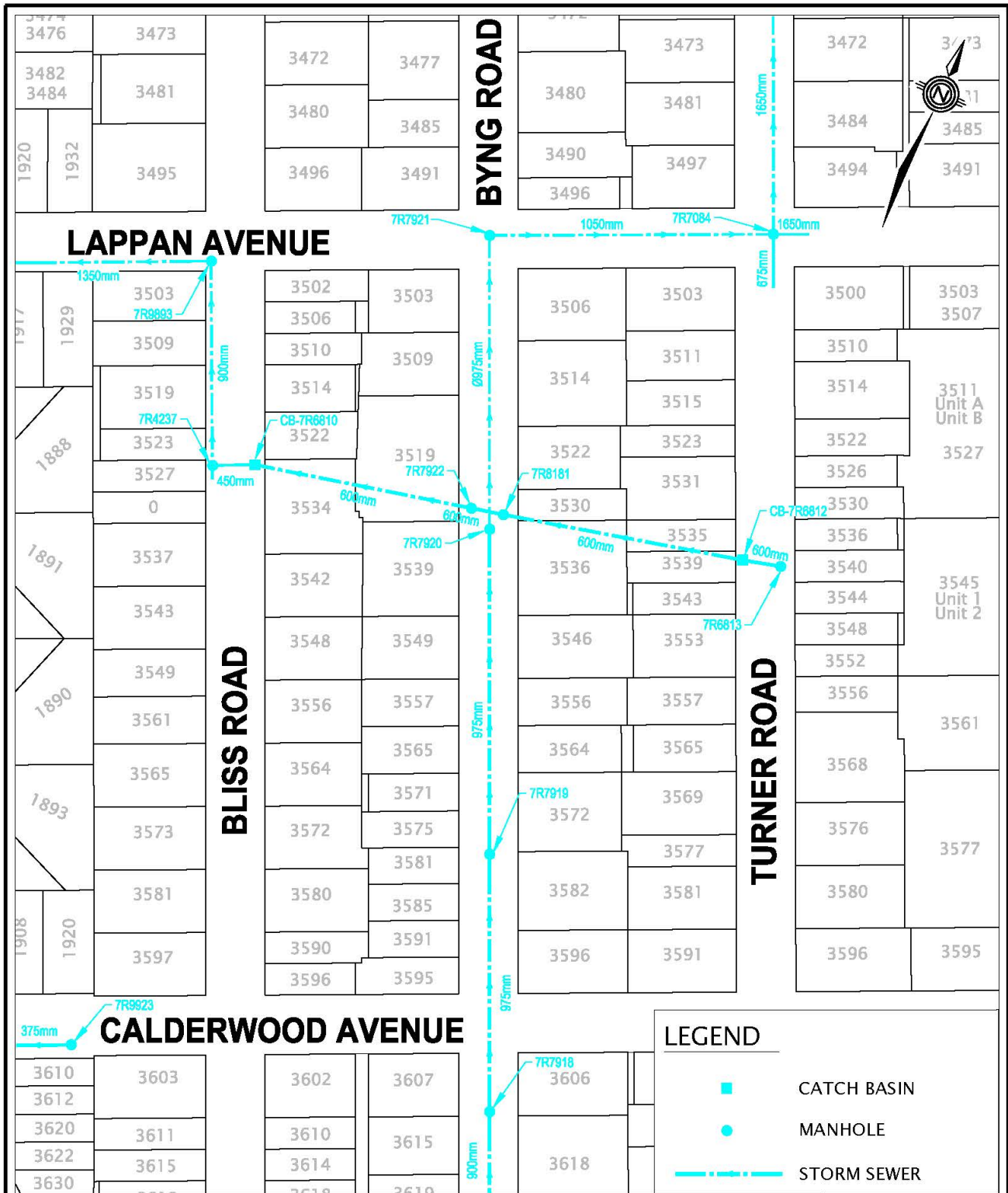
4M-206

N.T.S

AUG. 2021







LEGEND

- CATCH BASIN
- MANHOLE
- · — · — STORM SEWER



Created by **Engineering - Geomatics**

4M-208

N.T.S
MARCH 2022

Appendix 5 – Photos of Private Culverts and Catch Basins

Private Culverts:



3762 Bliss Street – 375mm diameter CSP pipe culvert. This pipe appeared to be in good condition, with no observed deformation and rusting. Approximately 10% of the pipe was filled with debris and there is an undamaged concrete headwall

3735 Bliss Street – 375mm diameter CSP pipe culvert. This pipe appeared to be in good condition, with no observed deformation and rusting. There was no blockage of this pipe and the undamaged headwall is made of concrete.



3949 Woodward Boulevard – Unknown CSP pipe diameter that was observed to be rusted. Approximately 90% of this pipe is blocked with debris and the headwall is made of pressure treated wood that is in good condition.



1840 Division Road – 250mm diameter HDPE pipe culvert that is in excellent condition with no observed deformation. There was no blockage of this pipe and the undamaged headwall is constructed with jute bags.



3860 Woodward Boulevard – 300mm diameter PVC pipe culvert that is in good condition with no observed deformation. Approximately 10% of this pipe was observed to be blocked with debris. No headwall was observed for this culvert.



3726 Riberdy Road – 375mm diameter CSP pipe culvert with no observed deformation but rusted. Approximately 20% of this pipe was observed to be blocked with debris. No headwall was observed for this culvert.



3697 Turner Road – 300mm diameter CSP pipe culvert with no observed deformation and rusted. Approximately 70% of this pipe was observed to be blocked with debris. The headwall consists of concrete and stone.



3923 Riberdy Road – 375mm diameter CSP pipe culvert with no observed deformation and rusted. Approximately 40% of this pipe was observed to be blocked with debris. The headwall is a mix of the asphalt driveway and the stone resting on top of it.

Private Catch Basins:



3778 Byng Road – An undamaged 600mm x 600mm square concrete catch basin observed. Two 375mm HDPE pipes were found connected to this catch basin with no deformation and no blockage within the pipes. A 100mm PVC discharge pipe is shown connected to the catch basin from private property.



3791 Turner Road – An undamaged 600mm circular CSP catch basin observed. Two 375mm pipes (one is CSP and the other is HDPE) found connected to this catch basin. The 375mm CSP pipe is deformed and rusted. There was no discharge pipe observed connecting to this catch basin. There is approximately 10% blockage in the 375mm CSP pipe.



3873 Byng Road – An undamaged 450mm circular HDPE catch basin was observed. Two 300mm HDPE diameter pipes found connected to this catch basin with no deformation. There is approximately 10% blockage in both the 300mm diameter pipes. There was no discharge pipe observed connecting to this catch basin.



3750 Bliss Street – An undamaged 600mm circular plastic catch basin was observed. Two 375mm HDPE diameter pipes found connected to this catch basin with no deformation and no blockage within the pipes. There was no discharge pipe observed connecting to this catch basin.

Appendix 6 - Existing road condition ratings for street segments with a rural cross section

STREET	FROM	TO	2021 ROAD CONDITION RATING	Road Deficiency
Woodward Blvd	Division Rd	Moxlay Ave	4	Adequate
	Moxlay Ave	Ledyard Ave	4	Adequate
Bliss Rd	Division Rd	Bliss Rd	N/A - gravel road	-
	Moxlay Ave	Ledyard Ave	7	6-10 year deficient
	Ledyard Ave	Melinda St	7	6-10 year deficient
	Melinda St	Calderwood St	3	Adequate
	Calderwood St	Lappan Ave	3	Adequate
	Lappan Ave	Foster Ave	24	Now deficient
	Foster Ave	Seymour Blvd	24	Now deficient
	Seymour Blvd	Sydney Ave	24	Now deficient
	Sydney Ave	E C Row Ave E	24	Now deficient
Byng Rd	Division Rd	Moxlay Ave	22	Now deficient
	Moxlay Ave	Ledyard Ave	22	Now deficient
	Ledyard Ave	Melinda St	22	Now deficient
	Lappan Ave	Foster Ave	40	Now deficient
	Foster Ave	Seymour Blvd	70	Now deficient
Turner Rd	Division Rd	Moxlay Ave	24	Now deficient
	Moxlay Ave	Ledyard Ave	10	1-5 year deficient
	Ledyard Ave	Melinda St	10	1-5 year deficient
	Melinda St	Calderwood St	15	1-5 year deficient
	Calderwood St	Lappan Ave	15	1-5 year deficient
	Lappan Ave	Foster Ave	2	Adequate
	Foster Ave	Seymour Blvd	2	Adequate
Riberdy Rd	Division Rd	Moxlay Ave	24	Now deficient
	Moxlay Ave	Airport Rd	23	Now deficient
	Airport Rd	Ledyard Ave	8	6-10 year deficient
	Ledyard Ave	Melinda St	82	Now deficient
	Melinda St	Calderwood St	34	Now deficient
Moxlay Ave	Woodward Blvd	Bliss Rd	31	Now deficient
	Bliss Rd	Byng Rd	22	Now deficient
	Byng Rd	Turner Rd	22	Now deficient
	Turner Rd	Walker Rd	16	1-5 year deficient
	Walker Rd	Riberdy Rd	30	Now deficient
Airport Rd	Walker Rd	Riberdy Rd	5	6-10 year deficeint
	Riberdy Rd	Airport Rd	6	6-10 year deficeint
Ledyard Ave	Woodward Blvd	Bliss Rd	35	Now deficient
	Bliss Rd	Byng Rd	35	Now deficient
	Byng Rd	Turner Rd	35	Now deficient
	Turner Rd	Walker Rd	35	Now deficient
	Walker Rd	Riberdy Rd	1	Adequate
Melinda St	Bliss Rd	Byng Rd	9	6-10 year deficeint
	Byng Rd	Turner Rd	18	1-5 year deficient
	Turner Rd	Walker Rd	32	Now deficient
	Walker Rd	Riberdy Rd	19	1-5 year deficient
Calderwood Ave	Walker Rd	Riberdy Rd	25	Now deficient
Lappan Ave	Bliss Rd	Byng Rd	22	Now deficient
	Turner Rd	Walker Rd	26	Now deficient

Foster Ave	Woodward Blvd	Bliss Rd	4	Adequate
	Bliss Rd	Byng Rd	4	Adequate
	Byng Rd	Turner Rd	4	Adequate
	Turner Rd	Walker Rd	4	Adequate
Sydney Ave	Sydney Ave	Bliss Rd	4	Adequate
	Bliss Rd	Byng Rd	46	Now deficient
	Byng Rd	Turner Rd	25	Now deficient

Appendix 7 – Technical Findings

A) Private Culverts:

All existing private culverts and catch basins were inspected by the Field Services staff. The inspection results shown below identify that the majority of the existing private infrastructure is very old, largely built in an unregulated state, and un-maintained. Photos of both private culverts and catch basins have been attached as Appendix 5 of this report.

In total, 827 private culverts were inspected. The results are as follows:

Diameter of Private Culvert								
Size (mm)	200	250	300	375	450	525	600	Other
No. of Culverts	4	29	166	491	118	2	3	14

- Approximately 80% of culverts within this area have a diameter of 300mm/375mm.

Percent Blockage of Private Culvert											
Percent Blockage (%)	0	10	20	30	40	50	60	70	80	90	100
No. of Culverts	260	124	94	77	62	55	44	29	14	26	42

- Approximately 25% of culverts are equal to or more than 50% blocked

Pipe Material of Private Culverts					
Pipe Material	Concrete	Corrugated Steel (CSP)	High Density Polyethylene (HDPE)	Polyvinyl Chloride (PVC)	Other – including Steel, Acrylonitrile butadiene styrene (ABS) Plastic, fiberglass, and unknown
No. of Culverts	10	740	35	32	10

- Approximately 90% of culverts are CSP

Private Culverts – Other Details						
Circular	YES	NO				
Deformed			YES	NO		
Rust					YES	NO
No. of culverts	817	10	312	515	532	295

Culvert headwalls are typically found on both sides of a culvert to help make both ends structurally stable, help reduce erosion and improve the aesthetic characteristics of the culvert. The majority of headwalls, at the private culverts, consisted of concrete, asphalt, jute bags, and rip rap. Many existing culverts were observed to not have headwalls as grass was found over the pipe(s). Other miscellaneous types of headwalls included landscaping, and wood. Approximately 36% of the headwalls were recorded as damaged (crushed and/or cracked).

The information above identifies that many of these private culverts would require some sort of maintenance or replacement in the future.

B) Private Catch Basins:

In total, 206 private catch basins were inspected. The results are as follows:

Approximately 63% of private catch basins were observed to be corrugated steel. Other materials for these private catch basins included concrete, HDPE, and plastic.

Approximately 93% of private catch basin covers observed were cast iron. The remaining cover materials were plastic and steel.

157 private catch basins were observed to be circular. 49 were observed to be square.

Pipe Diameter observed at Private Catch Basins						
Size (mm)	200	250	300	375	450	Other
No. of Catch Basins	14	12	10	133	21	16

- Approximately 65% of these pipe diameters were observed to be 375mm

Percent Blockage of Pipes at Private Catch Basins								
Percent Blockage (%)	0	10	20	30	40	50	60	100
No. of Pipes	128	41	18	4	4	4	2	5

- Approximately 62% of private catch basins were not blocked with any debris

Twenty two private storm water discharge pipes were found outletting to private catch basins. Most of these discharge pipes were not observed to be deformed and 25% of them were found to have rust. These discharge pipes from the private properties ranged in sizes between 100mm and 200mm. 59% of these discharge pipes were found to be Polyvinyl chloride (PVC). The remaining materials observed were high density polyethylene (HDPE), plastic, vitrified clay, and Acrylonitrile butadiene styrene (ABS).

C) Analysis and Observations of the Dawson Drain (Refer to drawing 4M-207):

Properties abutting the Dawson Drain on Division Road were observed to be discharging their storm water into the Dawson Drain. The survey has identified the outlet pipes at these properties to be between 90 and 100% full of water.

From the most upstream location of the Dawson Drain to the ditch inlet catch basin (DICB – MH 7R9908), located approximately 60m north of Ledyard Avenue and adjacent to 3789 Woodward Boulevard, the drain is constructed of only an open channel that directs water flow northerly.

Downstream of this DICB, the drain has both an open channel and an underlying perforated HDPE drain tile. The perforated drain tile is graded so that water will flow towards Calderwood Park. The bottom of the open channel drain immediately north of the DICB (MH 7R9908) is 400mm (16 inches) higher than the elevation of the DICB. Thus, water flowing north from the upstream open channel section of the drain must rise over 16 inches when the perforated HDPE drain tile cannot handle the volume of water flowing into it. This situation seems to be likely due to the size of the HDPE drain tile and due to the fact that vegetation has overgrown into the pipe over the many years that it has been left neglected.

The open channel drain between the DICB (MH 7R9908) and the next CB (MH 7R9909) primarily flows south towards the DICB. A small portion of the open channel drain flows north in the direction of the next catch basin (MH 7R9909) which was confirmed as being

50% full of water. As the majority of this segment is flowing south, a good amount of water may spill 16 inches into the open channel of the drain that is south of the DICB.

A high point exists in the open channel drain between the next 2 catch basins (between MH 7R9909 and MH 7R9910) where water is directed both ways. MH 7R9910 was confirmed to be 20% filled with water.

The open channel drain between the next set of catch basins (MH 7R9910 and MH 7R9911) has a high point where water is directed both ways. MH 7R9911 was confirmed to be 10% full of water.

At the junction, where the Dawson Drain continues west and the perforated HDPE drain tile continues north to Calderwood Park, the survey confirms that water in the open channel section of the drain is initially directed westerly through a 1200mm CSP culvert. Water is only directed towards the catch basin (CB-1) if there is an overflow. The survey indicated that the catch basin (CB-1) is 20% full of water.

To the west of the junction, the drain acts as an open channel with an underlying perforated HDPE drain tile. A cross section of the drain was confirmed from a previous city project in 2001, demonstrating that this HDPE drain tile is 100mm (4 inches) in diameter. Two catch basins were identified in the survey and observed on site to be completely submerged and 100% full of water (CB-2 and CB-3). Other elevations along the open channel were identified as being lower than the elevations of the submerged catch basins. Some flat segments were observed through this section of the open channel drain.

Heading further westerly, where the open channel drain turns northerly towards the south of Shinglecreek Court, the survey indicates a low point between the two turns.

The last segment of the Dawson Drain south of Shinglecreek Court is where the Dawson Drain connects and outlets to the future O'Neil Drain. Low points were observed through the survey and water was generally flowing towards the circular catch basin (CB-4), that is 100% full of water, and a few other low spots. The 100mm perforated HDPE drain tile continues under this segment of the drain as well.

D) Calderwood Park – Dry Pond:

Many elevations of this dry pond were also recorded during the survey to compare the existing elevation of the dry pond relative to the elevation of the surrounding ditches.

- Bottom of ditch elevations for streets running north-south between Calderwood Avenue and Melinda Street (1 block) are very similar/slightly below the elevations at the dry pond.
- Bottom of ditch elevations south of Melinda Street are very similar/above the dry pond's elevations (for streets running north-south)

- Bottom of ditch elevations between Calderwood Avenue and Lappan Avenue are below the dry pond's elevations.

E) CCTV – Storm Sewer in Easement (Refer to Appendix 4):

Closed Circuit Television (CCTV) was undertaken for all sewer runs between Turner Road and Bliss Road, south of Lappan Avenue. Some of these sewers run through private property via an easement.

All of the CCTV runs identified below (apart from the PVC run near Bliss) demonstrated minor water settlement in the pipes. Rust was observed in all CSP pipes.

- **From MH 7R6813 to end of culvert** – approximate length = 15.2m

The culvert immediately south of MH 7R6813, located on Turner Road, has two private discharge pipes connected into the culvert. This culvert pipe appeared to be in good condition as the shape was circular. Debris was observed at the entrance of the culvert. The constructed date of this culvert is unknown.

- **From MH 7R6813 to CB-7R6812** (Turner Road ROW) – approximate length = 12.5m

Debris was found at the junction of the 2 culverts at CB 7R6813. The corrugated steel pipe is circular and it appears to be in good condition. The constructed date is unknown.

- **From CB-7R6812 to MH 7R8181** (in easement) – approximate length = 79.0m

Three private drain connections were observed to be intruding into the corrugated steel pipe. One newer looking connection was almost flush with the pipe wall. The majority of this pipe was found to be circular and in good condition except for a few locations where two holes were visible and one spot where there was a visible deformation in the pipe. The constructed date is unknown and there was some settled debris observed near CB-7R6812.

- **From MH 7R8181 to MH 7R7922** (Byng Road ROW) – approximate length = 11.8m

This reinforced concrete sewer segment was installed in 2020 as apart of the Byng Road Local Improvement project. Minor water settlement was observed in the pipe but no defects to the sewer were observed.

- **From MH 7R7922 to CB 7R6810** (in easement) – approximate length = 75.7m

Settled debris was observed in this CSP pipe near both ends. Two 'Big O' connections were found to be encroaching into this pipe. This pipe appears to be in good condition and the constructed date is unknown.

- **From CB 7R6810 to MH 7R4237** (Bliss Road ROW) – approximate length = 11.4m

This PVC pipe appears to be in good condition with one offset joint noted in the CCTV report. The constructed date is unknown.

F) Existing and Possible Outlets for this area:

Identified existing outlets for this area include:

- Dawson Drain – this drain is the existing outlet for local residential drainage. Storm water in the nearby ditches on Woodward Boulevard is generally directed north towards the Moxlay and Ledyard intersections where it is then directed towards the Dawson Drain. A 300mm PVC pipe through an easement (north of Ledyard) directs storm water from Woodward Boulevard into the perforated drain tile in the Dawson Drain.
- 1350mm trunk storm sewer on Lappan Avenue, west of Bliss Road - this storm sewer outlets into the Caribou Crescent subdivision.
- 900mm storm sewer on Seymour Road, west of Bliss Road – this storm sewer outlets to a ditch east of Blairwood Crescent.
- 1650/1800mm trunk storm sewer on Turner Road and Seymour Avenue – this trunk storm sewer outlets to the 1950mm trunk sewer on Walker Road.
- 825mm storm sewer on E C Row Avenue East (adjacent to E C Row Expressway E/B off ramp at Walker Road) – this acts as an outlet to a downstream sewer on Walker Road while collecting existing water from Byng Road and Turner Road to the south
- 1050mm storm sewer and stub on Foster Avenue – this outlets to an existing 750mm storm sewer on Walker Road
- 300mm storm sewer on Moxlay Avenue between Walker Road and Riberdy Road– this outlets to a 900mm storm sewer on Walker Road
- 375mm storm sewer on Calderwood Avenue, west of Bliss Road – this outlets to the Caribou Crescent subdivision
- Lappan Drain – There is an outlet into the airport property from Riberdy Road, which likely takes the local residential drainage from Riberdy Road.

The 2020 Byng Road Local Improvement project resulted in a realignment of the original drainage areas on the lands bounded by Division Road to the south, E. C. Row Avenue to the north, Riberdy Road to the east, and Bliss Road to the west. Appendix 3 shows that Byng Road’s drainage area is now included in the Walker Road sewer system.

The intent is to also bring the area surrounding Turner Road into the Walker Road sewer system once improvements have been made to the Grand Marais Drain and once a nearby restriction at the E. C. Row Expressway and Walker Road has been removed.

Possible future storm sewer outlets can be found in the attached Appendix 3.

- Walker Road would have a trunk sewer system ranging from 1050mm to 1650mm in diameter and extending from Ledyard Avenue to Lappan Avenue (3 blocks). The

current storm sewers on this stretch of Walker Road are undersized as the largest existing storm sewer constructed is 675mm in diameter.

- A 1200mm trunk storm sewer is proposed for Melinda Street (between Walker Road and Riberdy Road). The outlet for any block(s) of Riberdy Road is likely to be Walker Road or the Lappan Drain.
- The outlet for Riberdy Road between Ledyard Avenue and Melinda Street may not be the Lappan Drain, as its Drainage Area was defined by Bruce D. Crozier Engineering Inc. in 2002. This drainage area terminates east of Farm Lot 97 which is immediately west of the Canadian National Railway.
- An extension of the 1050mm storm sewer on Foster is identified as being connected to the trunk storm sewer on Turner.

G) Local Improvement:

The Local Improvement Policy adopted by CR431/2020 and payment schedule adopted by CR432/2020 applies where:

- A storm and/or sanitary sewer does not exist; and
- Abutting property owners have requested in writing a storm and/or sanitary sewer be installed as a local improvement; or
- The City initiates the installation of a storm and/or sanitary sewer as a local improvement

The abutting property owners will be assessed for:

- The approved cost, per metre, for the construction of a sanitary and/or storm sewer along the property frontage;
- The full cost for the construction of a private drain connection and cleanout extending from the centre line of the right of way to the property line of the benefitting property.
- 100% of the cost for boulevard restoration.

The general rate will contribute:

- The remainder of the cost of sewers at intersections, in front of city owned property/alleys, and road drainage. The city will also pay the balance of the cost for the price of storm sewers.

The approved per metre frontage cost to install a new storm or sanitary sewers charged to residents is based on the cost to install a 300mm and 250mm diameter pipes respectively, and not the actual pipe size which may be greater. These pipe sizes are the

minimum sizes used by the City, and this assumption assures that overcharging of residents at the downstream end of the system is avoided.

Regarding curbs and gutters, the policy applies where:

- A paved road is currently without curbs and gutters; and
- Pavement rehabilitation/reconstruction is to be undertaken by the City; and
- Abutting property owners have requested in writing curbs and gutters be installed; or
- The City initiates the installation of curbs and gutters as a local improvement in conjunction with a pavement rehabilitation project

The abutting property owners will be assessed for:

- 100% of the cost, per metre of frontage, for the construction of concrete curbs and gutters;
- 100% of the cost for boulevard restoration.

The general rate will contribute:

- The remainder of the total cost of curbs and gutters at intersections, in front of city owned property/alleys, and road drainage.

All identified street segments with a rural cross section currently do not have a storm sewer or curb and gutter, and are subject to the Local Improvement Policy.