CITY OF WINDSOR AGENDA 02/01/2023

Community Services Standing Committee Meeting

Date: Wednesday, February 1, 2023
Time: 9:00 o'clock a.m.

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

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

MEMBERS:

Ward 2– Councillor Fabio Costante

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

ORDER OF BUSINESS

Item #	Item Description

1. **CALL TO ORDER** – Election of Chairperson

   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.

2. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

3. **ADOPTION OF THE MINUTES**

3.1. Adoption of the Community Services Standing Committee minutes of its meeting held August 3, 2022 **(SCM 227/2022)**

4. **REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS**

5. **COMMUNICATIONS**

6. **PRESENTATIONS AND DELEGATIONS**

7. **COMMITTEE MATTERS**

7.1. Housing and Homelessness Advisory Committee 2022 Annual Report **(SCM 332/2022)**

7.2. Windsor Accessibility Advisory Committee 2022 Annual Report **(SCM 1/2023)**

7.3. Diversity Committee 2022 Annual Report **(SCM 2/2023)**

8. **ADMINISTRATIVE ITEMS**

8.1. Windsor International Diaspora African Festival - WIDAFEST 2023 **(S 10/2023)**

9. **QUESTION PERIOD**

10. **ADJOURNMENT**

Item No. 3.1

Committee Matters: SCM 227/2022

Subject: Adoption of the Community Services Standing Committee minutes of its meeting held August 3, 2022

Community Services Standing Committee Meeting

Date: Wednesday, August 03, 2022
Time: 9:00 o'clock a.m.

Members Present:

Councillors
Ward 1 - Councillor Francis
Ward 5 - Councillor Sleiman (Chairperson)
Ward 6 - Councillor Gignac
Ward 9 - Councillor McKenzie
Ward 10 - Councillor Morrison

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

ALSO PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Ray Mensour, Commissioner – Community Services
James Chacko, Executive Director of Parks & Facilities
Andrew Daher, Executive Director of Employment & Social Services
Jen Knights, Executive Director of Recreation & Culture
Kirk Whittal, Executive Director of Housing & Children's Services
Dawn Bosco, Manager of Children's Services
Linda Higgins, Manager of Intergovernmental Funding
Jennifer Tanner, Manager of Homelessness & Housing Support
Sonia Bajaj, Coordinator of Housing Administration & Development
Kelly Goz, Coordinator of Housing Administration & Development
Whitney Kitchen, Coordinator of Housing Administration & Development
Tina Moore, Coordinator of Housing Administration & Development
Anna Ciacelli, Deputy City Clerk / Supervisor of Council Services

1. CALL TO ORDER

Following the reading of the Land Acknowledgement, the Chair calls the meeting of the Community Services Standing Committee to order at 9:00 o'clock a.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES

3.1. Adoption of the Community Services Standing Committee minutes of its meeting held July 6, 2022

Moved by: Councillor Gignac
Seconded by: Councillor Morrison

THAT the minutes of the Community Services Standing Committee meeting held July 6, 2022 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 187/2022

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

5.1. Additional Information Memo - Before and After School Child Care in the Riverside Area (Ward 6)

Councillor Gignac inquires as to how the administrative report “Canada Wide Early Learning Child Care Update” impacts the situation moving forward as people are looking for qualified early childhood educators. Kirk Whittal, Executive Director of Housing and Children’s Services, appears before the Community Services Standing Committee regarding the Additional Information Memo dated August 3, 2022 entitled “Before and After School Child Care in the Riverside Area” and indicates that there will be an impact although there are strategies that are being considered to try to address the employment situation. Dawn Bosco, Manager of Children’s Services, appears before the Community Services Standing Committee regarding the administrative report “Additional

Information Memo - Before and After School Child Care in the Riverside Area (Ward 6)" and indicates that Administration is working on a comprehensive plan to engage the community to increase early childhood educators across Windsor Essex.

Councillor Gignac inquires as to how the school board is trying to ensure that the programs are available before and after school but does require that the parents are responsible to transport their children to another school. Ms. Bosco indicates that Administration is working with the school boards and are looking for other unique opportunities, i.e. in the Riverside area having staff being able to walk and pick up children to go from one school to another.

Moved by: Councillor Gignac
Seconded by: Councillor Francis

Decision Number: **CSPS 190**
THAT the Additional Information Memo by the Executive Director of Housing and Children's Services dated August 3, 2022 entitled "Before and After School Child Care in the Riverside Area" **BE RECEIVED** for information.
Carried.

Report Number: SCM 210/2022
Clerk's File: SS2022

6. PRESENTATIONS AND DELEGATIONS

6.1. Housing Hub Consultation and Architectural Feasibility Study Update - Ward 3

Valerie Dawn, Architect, Glos Arch + Eng, appears before the Community Services Standing Committee regarding the administrative report "Housing Hub Consultation and Architectural Feasibility Study Update" and provides the following details related to the Housing Hub project:

- During COVID-19, the public facilities closed and stay-at-home orders went into effect, the City of Windsor was quick to make sure people experiencing homelessness had somewhere to go.
- The former Windsor Waterworld was identified as a place that could be occupied for this purpose and the Housing and Homelessness Help Hub (H4) was created.
- H4 is a space that has helped identify and fill the gaps in supporting those experiencing homelessness in this region.
- Information was collected from people who are most impacted by this facility, i.e. people with lived experience navigating homelessness in our region, members of the surrounding community and with every sector of service providers whose work intersects with H4.
- The result is a need for a complete paradigm shift in service delivery as demand and acuity are growing fast and people are getting lost in the gaps.
- Even as an ad-hoc intervention, H4 is having an impact and a permanent wrap-around service hub could change everything.

- A space where people can have their basic needs met, i.e. food, water, rest and hygiene is needed; It needs to be a safe drop-in space where people can show up and know that they will be treated with dignity; It needs to be the front door for diversion and prevention services, the first step that can save so many people from entering into homelessness; It needs to provide coordinated access to services; offering a resource that allows every service provider in this region to operate more effectively/to take advantage of coordinated intake and provide collaborative crisis services as extensions of services.
- We also want this space to be destigmatized with positive common amenities that can be celebrated as community assets.
- We need transitional housing which is a place to stay for a little bit.
- We need permanent supportive housing which is a place to live without losing access to services.

Councillor Gignac inquires about identifying the site and the construction. Ms. Dawn indicates that it will take a year to vet a site and to do the proper diligence, and that it will take four to five years to construct the facility.

Councillor Gignac asks Administration if the funding request for this will be referred to the 2023 Capital Budget. Mr. Whittal responds that there is a request for capital dollars in the 2023 Budget, and adds that the key component is trying to get upper levels of government to commit funding and support.

Councillor Morrison asks Administration to comment on the number of shelters that are available. Mr. Whittal responds that currently there are three shelters in Windsor Essex – the Family Shelter, the Downtown Mission and the Salvation Army; and that this initiative is looking at permanent housing or transitional housing with supports for high acuity individuals which potentially could be sixty-four new homes.

Councillor Morrison inquires whether there is data relating to the number of deaths annually due to homelessness. Kelly Goz, Coordinator of Housing Administration and Development, appears before the Community Services Standing Committee regarding the administrative report “Housing Hub Consultation and Architectural Feasibility Study Update” and indicates that currently they do not keep specific statistics related to that as it is complex to obtain the information from reliable sources.

Councillor Francis asks Ms. Dawn to elaborate on the four to five year timeline and what would expedite that, i.e. if the Province provided the funding or is it locked into that four to five years. Ms. Dawn indicates that certain parts of the project would be difficult to expedite. Ms. Dawn indicates that tightening the site selection process, clarifying funding dollars and being decisive is the best way to expedite the process. Ms. Dawn adds that if the site was known along with the funding dollars confirmed, it would be three years.

Councillor McKenzie inquires whether a case will be made to senior levels of government to include funding to support the operational side of what is being contemplated. Ms. Goz indicates that as administration continues to work with our community partners, they are leveraging other

sector staffing and resources but also continue to seek out additional funding for opportunities around ongoing operating funding related both to the service hub and the supports that would be required in the housing unit should that also be the will of Council. Ms. Goz responds that part of the next steps once the site selection is identified will include talking to the neighbouring businesses advising what the intention of the program is; it is going to be an expansion or enhanced model of the current H4 so it is not intended to be a duplication, rather an enhancement that will service the broader community.

Councillor McKenzie asks Ms. Dawn if some sites have been considered or if there is a narrower version of some of the areas that are under consideration. Ms. Dawn responds that specific sites have been explored; however, at this time, they do not have clarity of which sites can move forward but none of those sites are considered real or viable enough to bring forward at this time.

Councillor Francis inquires whether this model will this presented to the province as a pilot project, as an innovative piece that essentially can be cut and pasted into other communities in Ontario and Canada. Ms. Goz indicates that they are innovating, and are early adopters in this program and using all of the best practices that they have been overseeing for the last seven years and it is working.

Moved by: Councillor Gignac
Seconded by: Councillor Morrison

Decision Number: **CSPS 191**

a) THAT the report of the Coordinators of Housing Administration and Development dated June 27, 2022 entitled “Housing Hub Consultation and Architectural Feasibility Study Update” **BE RECEIVED** for information; and,

b) THAT the Commissioner Human and Health Services **BE AUTHORIZED** to **APPROVE** and **SUBMIT** applications and related submissions and amendments to secure capital and operating funding related to the development and implementation of the Housing Hub and any subsequent programs or program extensions, provided they are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Executive Director of Housing and Children’s Services, provided that any submission or amendments do not exceed the funding in the approved budget in each respective year; and,

c) THAT the Executive Director, Housing and Children’s Services **BE AUTHORIZED** to pursue additional funding opportunities, and take any action as required to reduce the amount of funding that may be requested from the municipal tax base; and,

d) THAT the City Clerk and Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** Funding Agreements and any related documents, amendments and/or extensions between the City of Windsor and relevant funders related to capital or operating funding for the Housing Hub, provided that the Funding Agreements and any related documents, amendments and/or extensions are in a form satisfactory to the City Solicitor, satisfactory in financial content

to the City Treasurer, and technical content to the Commissioner of Human and Health Services and Executive Director of Housing and Children's Services, provided that any agreements do not exceed the funding in the approved City budget in each respective year; and,

e) THAT for the duration of the programs the Commissioner of Human and Health Services **BE AUTHORIZED** to submit any necessary reports and documents required by the respective provincial and/or federal ministry and/or other funder(s) to remain in compliance with mandatory reporting requirements under the program(s) provided they are satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director, Housing and Children's Services; and,

f) THAT the Executive Director, Housing and Children's Services **BE AUTHORIZED** to **ENGAGE** with Real Estate to explore and identify potential sites that meet the minimum requirements identified through Glos Arch + Eng's Architectural Feasibility Study; and,

g) THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to enter into agreements to conduct any necessary preliminary work needed to determine the viability of potential sites that aligns with the requirements identified through Glos Arch + Eng's Architectural Feasibility Study and that is in accordance with the purchasing bylaw, provided that such agreements and any related amendments and extensions are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Commissioner of Health and Human Services and Executive Director of Housing & Children's Services where the costs do not exceed the $200,000 municipal funding currently allocated to the Housing Hub in Capital project 7221048 – H4 Housing Hub; and,

h) THAT the Executive Director, Housing & Children's Services **REPORT BACK** on:
- potential sites for the Housing Hub
- the findings of the preliminary work completed to support a recommendation to enter into negotiations to acquire and/or build and/or renovate a property
- the outcome of applications made related to capital and/or operating funding
- any capital funding required for the acquisition, renovation or construction of the proposed Hub, as well as for any ongoing operating funding required to maintain the asset and deliver the services; and further,

i) THAT City Council **ENDORSE** the draft motion to request the Province of Ontario to increase capital and operating investments in affordable and supportive housing to mitigate homelessness as requested through the Urban Commissioners Group for consideration at the Regional Single Tier CAO table:

WHEREAS homelessness in Ontario is on the rise; and,

WHEREAS the Province of Ontario has released More Homes More Choice, Ontario's Housing Supply Action Plan; and,

WHEREAS the Province of Ontario has released Ontario's Community Housing Renewal Strategy; and,

WHEREAS Ontario's housing action plans do not address the need for supportive housing; and,

WHEREAS Ontario's most vulnerable populations require access to supports to maintain their housing and their health; and,

WHEREAS the absence of permanent housing with adequate onsite supports is a key driver of homelessness and recidivism to homelessness; and,

WHEREAS the Province of Ontario requires municipal Service Managers to collect detailed, up-to-date information from individuals experiencing homelessness through the use of by-name-lists; and,

WHEREAS the Province of Ontario identifies the use of by-name lists as an innovative approach to help connect people with local housing and homelessness supports that better respond to their needs and improve access to supportive housing; and,

WHEREAS municipalities and Service Managers are stretching beyond their funded limits and mandates to provide supportive housing in their communities;

NOW THEREFORE BE IT RESOLVED THAT the Province of Ontario acknowledge the need for immediate action and flow capital and operating funding to municipalities and Service Managers in Ontario to lead the development of critical supportive housing programs.

Carried.

Report Number: C 112/2022
Clerk's File: GH/11710

7. COMMITTEE MATTERS

7.2. Report No. 130 of the Windsor Accessibility Advisory Committee - Accessibility remediation of 18,000 pages for the City of Windsor website

Gayle Jones, Diversity / Accessibility Officer, appears before the Community Services Standing Committee regarding "Report No. 130 of the Windsor Accessibility Advisory Committee - Accessibility remediation of 18,000 pages for the City of Windsor website" and is available for questions.

Moved by: Councillor Gignac
Seconded by: Councillor Francis

Decision Number: **CSPS 193**
THAT Report No. 130 of the Windsor Accessibility Advisory Committee of its meeting held May 10, 2022 indicating:

> That APPROVAL BE GIVEN to an expenditure in the upset amount of $50,000 from the Non-Built Capital Fund 7086008 (Accessibility) for accessibility remediation of eighteen thousand (18,000) pages of complex/difficult to remediate documents for the City of Windsor website.

BE APPROVED.
Carried.

Report Number: SCM 185/2022
Clerk's File: MB2022

7.1. Minutes of the Windsor Accessibility Advisory Committee of its meeting held May 10, 2022

Councillor McKenzie refers to the discussion held at the Windsor Accessibility Advisory Committee meeting (WAAC) relating to Transit Windsor services and asks Administration to forward that excerpt of the minutes to the Chair of the Transit Windsor Advisory Committee.

Councillor McKenzie invites the Chair of WAAC and/or delegates to speak to the Transit Windsor Committee regarding the concerns that were raised.

Moved by: Councillor Francis
Seconded by: Councillor McKenzie

Decision Number: **CSPS 192**
THAT the minutes of the Windsor Accessibility Advisory Committee of its meeting held May 10, 2022 **BE RECEIVED**; and further

THAT the minutes of the Windsor Accessibility Advisory Committee of its meeting held May 10, 2022 **BE REFERRED** to the Transit Windsor Advisory Committee to be considered at a future meeting of that committee.
Carried.

Report Number: SCM 173/2022
Clerk's File: MB2022

7.3. Report No. 14 of the Housing & Homelessness Advisory Committee - Barriers faced by the 2SLGBTQIA+ community in finding appropriate housing and housing services

Councillor McKenzie advises that he is a member of HHAC and refers to the presentation brought forward by Trans Wellness Ontario representing members from the 2SLGBTQIA+ community; and adds that a letter from Marina Clemens, Chair of the at the Housing and Homelessness Advisory

Committee.(HHAC) was provided to Council supporting the motion brought forward along with a memo from Kirk Whittal that Administration has undertaken a process to address some of the concerns that were raised at the meeting. Councillor McKenzie requests that the committee endorse the motion brought forward at the Housing and Homelessness Advisory Committee.

Moved by: Councillor McKenzie
Seconded by: Councillor Francis

Decision Number: **CSPS 194**
THAT Report No. 14 of the Housing & Homelessness Advisory Committee of its meeting held June 21, 2022 indicating:

> WHEREAS, members of the 2SLGBTQIA+ community face barriers to finding appropriate housing and housing services in Windsor/Essex in disproportionate numbers and,
>
> WHEREAS the barriers faced are multi-faceted and complex including institutional, administrative as well as discriminatory,
>
> THEREFORE BE IT RESOLVED that the Housing and Homelessness Advisory Committee recommends that the City of Windsor Administration consult with community partners in Housing, Social Services and appropriate community advocacy groups including Trans Wellness Ontario and others to bring forward recommendations for both Windsor City Council and County of Essex Council consideration to address the housing challenges faced specifically by the 2SLGBTQIA+ community.

BE APPROVED.
Carried.

Report Number: SCM 172/2022
Clerk's File: MB2022

7.4. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held June 9, 2022

Moved by: Councillor Gignac
Seconded by: Councillor Morrison

Decision Number: **CSPS 195**
THAT the minutes of the Executive Committee and Board of Directors, Willistead Manor Inc., of its meeting held June 9, 2022 **BE RECEIVED**.
Carried.

Report Number: SCM 205/2022
Clerk's File: MB2022

7.5. Report No. 116 Willistead Manor Inc.

Moved by: Councillor Francis
Seconded by: Councillor Gignac

Decision Number: **CSPS 196**
THAT Report No. 116 of the Board of Directors, Willistead Manor Inc., of its meeting held June 9, 2022 indicating:

That the resignation of C. Dettinger from the Board of Directors, Willistead Manor Inc. BE ACCEPTED.

BE APPROVED.
Carried.

Report Number: SCM 206/2022
Clerk's File: MB2022

8. ADMINISTRATIVE ITEMS

8.1. Windsor Essex Community Housing Corporation - Naming of the Meadowbrook Affordable Housing Development - Ward 8

Moved by: Councillor Gignac
Seconded by: Councillor Francis

Decision Number: **CSPS 197**
THAT the report of the Executive Director of Housing and Children's Services dated August 3, 2022, regarding the naming of the 3100 Meadowbrook Passive House development **BE RECEIVED** for information.
Carried.

Report Number: S 92/2022
Clerk's File: GH/6905

8.2. Canada Wide Early Learning Child Care Update (City Wide)

Councillor McKenzie asks for the uptake in terms of registering for eligibility. Ms. Bosco indicates that they opened up their applications available to all licensed child care facilities in Windsor Essex at the end of June 2022, and they continue to receive applications with a deadline of September 1, 2022 to apply.

Councillor McKenzie inquires as to the percentage of service providers who have applied. Ms. Bosco advises that they have not met the fifty percent mark at this time.

Councillor Sleiman inquires about the school board involvement, Ms. Bosco responds that they regularly communicate with the school board as they are part of their committees, although this is a funding agreement between the city and the child care providers directly.

Councillor Gignac asks in terms of day care providers and reaching out to participate in the program, she expresses concern that they may not be able to staff properly and what the role of the city will be related to this. Ms. Bosco indicates that due to COVID-19 and child care centres closing, child care programs lost many Early Childhood Educators (ECE's), when the centres opened up again, they did not get the uptake of families so there were some spaces available. Ms. Bosco adds that prior to the Canada Wide Early Learning and Child Care Agreement, the province embarked on a work force initiative understanding that across the province everyone was feeling the pinch with not having enough registered Early Childhood Educators. Administration is hopeful that between the new initiative and having more steady regular hours, that will play a key role along with increasing the hourly wage for the ECE's. Administration will continue to work with the community on this initiative. Administration is also working with the school boards and colleges to acquire more ECE's into the field.

Moved by: Councillor Francis
Seconded by: Councillor Morrison

Decision Number: **CSPS 198**
THAT the report of the Manager of Children's Services dated July 18, 2022 entitled "Canada Wide Early Learning and Child Care Update (City Wide)" **BE RECEIVED** for information.
Carried.

Report Number: S 93/2022
Clerk's File: SS2022

9. QUESTION PERIOD

None registered.

10. ADJOURNMENT

There being no further business the meeting of the Community Services Standing Committee is adjourned at 10:03 o'clock a.m. The next meeting of the Community Services Standing Committee will take place on Wednesday, September 7, 2022.
Carried.

_____ Councillor Sleiman (Chairperson)

_____ Deputy City Clerk / Supervisor of Council Services

Item No. 7.1

Committee Matters: SCM 332/2022

Subject: Housing and Homelessness Advisory Committee 2022 Annual Report

Housing & Homelessness Advisory Committee (HHAC)
Annual 2022 Report to City Council

HHAC Mandate:

> *"To serve as an advisory body to City Council on issues relating to the supply, demand, and need for affordable housing and homelessness supports in Windsor and Essex County. Act as a medium for informational exchange with sector representatives on housing and homelessness program initiatives and community issues. Act as a resource and advocate on behalf of all stakeholders to educate and advance the awareness of Council representatives on matters pertaining to housing and homelessness. Responsible for championing the implementation of the 10 Year Housing and Homelessness Master Plan and for evaluating and* monitoring progress towards meeting the goals and strategies of the Plan."

Highlights from 2022

HHAC continued to meet virtually throughout 2022.

The Homelessness and Housing Help Hub (H4) continued to operate in 2022 and saw an average of 117 people per day. Overall, from January 1st to December 11th 2022, 40,345 visits were made by program participants to the site. Participants were able to access services and support that assisted many to increase their wellness along with assistance to secure affordable and accessible housing. HHAC was informed by our County Council representative that funding would be allocated for two years to launch a Homelessness Hub in Leamington before the end of the year.

A number of non-profit organizations (some of them members of HHAC) received upper level government capital investments in 2022 to build affordable housing. Another member of HHAC from Habitat for Humanity partnered with the University of Windsor to create four (4) homes in concert with the Bridge Youth Resource Centre located in Leamington utilizing a 3D printed model the first of its kind in North America.

A member of Trans Wellness Ontario brought to our attention the difficulty experienced by the LGBTQS2 youth in trying to acquire affordable units within the city and the county. She expressed that youth face more discrimination within the system and actually many youth felt safer on the street. She expressed the need for training within the shelter system and agencies serving youth. HHAC'S response from its members and resource staff from both the city and county was met with an overwhelming "Yes" to meet and collaborate with Trans Wellness Ontario in regards to training and education.

HHAC also invited Thom Hunt, City Planner for the City of Windsor to bring us information regarding Bill 109 and its possible impact on municipal planning approval processes in

cities. T. Hunt stated that Bill 109 will not come into effect until early 2023. HHAC Members including Warden McNamara and Councilor McKenzie expressed their disagreement with this Bill, which could be a huge financial hit to cities and towns, which will then be passed onto taxpayers. T. Hunt will keep the Committee up to date as the Bill progresses in 2023.

HHAC by way of the Chair heard from the City Clerk's office that new forms for applying to HHAC and other committees of council were being updated and three questions were being asked of the present committees that would assist in the application form.

- Should HHAC continue and if so, is the present Mandate still relevant?
- Should the sectors in the terms of reference remain as is?
- What questions should be asked on the recruitment Application form?

After much discussion and serious consideration, HHAC was unanimous in the following areas:

- HHAC is crucial and should continue especially as it expanded its mandate to cover Homelessness and it should include in the Application that people wanting to apply should be aware and have knowledge of the 10 Year Housing and Homelessness Master Plan.
- Application questions should be framed so people with lived experience will feel positive about applying to the committee.
- Sectors should include those presently named and HHAC would like to add individuals from the LGBTQ2S community, the Indigenous community and people with Lived Experience.

HHAC learned that the City of Windsor administration has received direction from City Council to develop a Regional Affordable Housing Strategy with the County. HHAC looks forward to monitoring this initiative in 2023 and supporting collaboration between the City and County in meeting the goals and targets set forward in the 10 Year Housing and Homelessness Plan.

Part of HHAC'S mandate is to champion, monitor and evaluate progress being made within the 10 Year Housing and Homelessness Plan and to that end we continue to discuss the progress being made at each of our meetings. In 2022, we saw great progress being made because of grants and funds from all three levels of government. I am attaching the Highlights that both the city and county were able to achieve because of the flow of these funds. The resource staff from both the city and county work diligently to assist HHAC achieve its mandate while also managing to work with all sectors to get these funds out the door to developers, agencies, non-profit groups so that at the end of every year Windsor Essex County has utilized every available dollar to assist in moving the needle to build, renovate and support initiatives that will assist in reducing housing and homelessness within our communities.

Marina Clemens,
Chair HHAC

HHAC Annual Report 2022 Highlights:

1. **Canada Ontario Housing Benefit (COHB)**: Successfully implementing a significant 2022-23 COHB allocation of $1.2M in Windsor Essex. The COHB is designed to help increase affordability of rental housing for eligible households that are on social housing waiting lists. Recent consultation with MMAH confirms that Windsor Essex is on track to fully utilize this year's allocation with the potential to assist 250 to 260 households **(HHMP Goal 1: Sustain and Expand Social and Affordable Housing Supply).**

2. **New Women and Families Emergency Shelter:** Establishing a dedicated emergency shelter for women and families was a key priority identified through the Windsor Essex Review of Emergency Shelter Services. The new shelter offers 32 beds for single women and 16 rooms for families. The purchase of the building was made possible thanks in part to a $7.75M contribution from the Province of Ontario's Social Services Relief Fund, as well as $553,000 in funding provided under the Government of Canada's Reaching Home: Canada's Homelessness Strategy. The building is owned and maintained by the City of Windsor, while the Welcome Centre Shelter for Women and Families provides on-site support and services **(HHMP Goal 3: Ending Homelessness).**

3. **Building Condition Assessments (BCA's):** Housing Services issued a Request for Proposal to hire a consultant to complete a fulsome review of social housing providers under the Housing Services Act, 2011. The purpose of the review was to assist current federal and social housing providers with the development of a strategic asset management plan. BCA's were completed for 31 Social Housing Providers. The BCA's have been reviewed and were shared with the Social Housing providers in Spring of 2022. The Building Condition Assessments will be used to identify current and future repair work needed to ensure the housing stock remains up to date and available to the Windsor-Essex community **(HHMP Goal 1: Sustain and Expand Social and Affordable Housing Supply).**

4. **Ontario Renovates – Social Housing Repair Program (OR-SHRP):** The 2022-23 allocation of $4.2M for OR-SHRP is funded under Ontario's Community Housing Renewal Strategy. The repair program assists Windsor and Essex County social housing provider(s) to rehabilitate units that require essential repairs and/or modifications to units to increase accessibility. In 2022 twenty four social housing providers received an allocation of funding under the program helping to preserve and extend the functional lifespan of the social housing supply in Windsor Essex **(HHMP Goal 1: Sustain and Expand Social and Affordable Housing Supply).**

5. **The Homelessness & Housing Help Hub (H4):** The H4 began as an emergency response to the COVID-19 pandemic to provide social distancing and safe daytime space to individuals experiencing homelessness. In July 2021, City Council approved Administration to engage professional services that would pursue the development of a permanent Housing Hub model (C98/2021). In 2022, Council was presented with the report and findings of the consultant, as well as administration's recommendations on the next steps to create a new Housing Hub, including seeking out an appropriate property and to begin securing the necessary funding. The report and recommendations were approved and endorsed by City Council and this important work is currently underway **(HHMP Goal 3: Ending Homelessness).**

6. **Capital Projects**: Significant gains in the affordable housing stock for Windsor Essex funded through multiple funding streams from various levels of government and collaboration with numerous community partners. The various capital projects approved and/or slated for completion in 2021-22 will add approximately 315 supportive and/or affordable units in the community **(HHMP Goal 1: Sustain and Expand Social and Affordable Housing Supply & Goal 2: Sustain and Expand Housing that is Linked with Supports).**

7. **Leamington Emergency Shelter Pilot:** In November 2022, Administration launched a pilot emergency shelter program in Leamington aimed at meeting the needs of those experiencing homelessness who currently work or attend school in Leamington and would be better served by a local shelter. The shelter program utilizes two motel rooms. Daily shelter and housing search supports are provided by Downtown Mission staff who share office space with the County-funded Essex County Homelessness Hub **(HHMP Goal 3: Ending Homelessness).**

Item No. 7.2

Committee Matters: SCM 1/2023

Subject: Windsor Accessibility Advisory Committee 2022 Annual Report

Annual Report to Council- 2022

WAAC provides advice, expertise and input to Windsor City Council with respect to promoting a barrier free community and organization for persons with disabilities as well as providing advice to City Council about the implementation of the AODA Accessibility Standards.

Membership
Councillor Ed Sleiman
Peter Best (Co-Chair)
Sally Bennett Olczak (Co-Chair)
Surendra Bagga
Ricardo Pappini
Sheila McCabe
Yo Son Dah Nost Huff
Nicholas Schuurman
Nicholas Petro (Alternate)
Kristy Franklin (Alternate)
Caleb Ray (Alternate)
Angela Hart (Alternate)

2022 Accomplishments:

- WAAC Provided detailed accessibility input and recommendations regarding- Banwell Road Phase 2 and Roundabout Construction Project. Paul Mourad, Engineer III, City of Windsor and Stephen Brook, BT Engineering to the Banwell Road Phase 2 project and is present to discuss the multi-use trails and the roundabout to determine if there are any accessibility issues or concerns with the project as part of the consultation to WAAC to gain input regarding the Banwell Road Phase 2 and Roundabout project.

- Many municipalities adopt facility accessibility design standards (FAD) for the purpose of developing accessible environments and embracing the principles of universal design. These technical specifications guide engineers, architects, planners, staff, and vendors in the design of everything from parks and playgrounds to sidewalks and seating areas with the aim of removing or preventing barriers that would prevent participation of those with disabilities. Over time, changes in legislation, demographics, and evolving standards lead to a need to update Windsor's current FAD. While developing a new FAD is feasible, it is expensive and time consuming undertaking and it common practice for municipality to adopt the standard of leaders in accessibility including London and Ottawa. The City previously adopted the London standard in the course of developing the Windsor FAD in 2006 with modifications suitable to the City.

In the past year, administration completed a comparative study of municipal standards in cooperation with the Windsor Accessibility Advisory Committee and the FAD Subcommittee. That analysis examined the differences in standards for London, Oakville, Mississauga, Kingston, and Ottawa as well as readability, ease of adoption, layout, and robustness. While some municipalities such as Kingston and Oakville offered smaller, more aesthetically pleasing standards, London provided superior depth and detail. However, London was updating its own FADs in 2021 and the decision was made to wait for the released standard in November 2021 to ensure the most accurate comparison. Analysis of the 2021 standard reinforced the view that London was an appropriate standard to adopt.

In accordance with current policy, the London graciously allows municipalities to adopt and modify their FAD provided that appropriate attribution is noted in the revised standard. Approvals are currently underway and next steps will be for the FAD subcommittee to work with relevant departments to make needed amendments to the FAD document and then eventually take to Council for approval.

- WAAC requested that that Administration provide a brief update on the city's audio pedestrian signals in terms of what exists and what are the plans for the future. The committee has noted the need to review our current practices regarding Accessible pedestrian signals and has stressed the need for a clear Standard for how we will set up signals across the City. The committee will work to put together some details of needed improvements to provide to appropriate administration for needed follow up.

- A WAAC representative and several advocates for the visually impaired community along with several members of administration did an onsite review of a particular Accessible pedestrian signal (Lauzon and Wyandotte). The purpose was to understand some of the ongoing issues faced by blind and low vision residents. WAAC agreed to provide further detailed info to S. Boakes and I. Day regarding the specific challenges at the various APS corners. They also will attempt to provide some recommendations about priorities. The purpose of providing such information is for Administration responsible for traffic signals to review the information and do appropriate follow-up, tweaks and repairs etc.

- Shawna Boakes, Executive Director Operations appeared before the Committee and provide the following overview and comments:

    - Met with members of WAAC and G. Jones along with Shauna Boghean, CNIB for a site visit at the corner of Lauzon and Wyandotte. The audio pedestrian signal located at this intersection is approximately thirteen years old with seven years of functional life left. The APS signal at this location was a much older model with some functionality in those buttons that have been updated in more recent versions of the APS models that are currently available.

- The group discussed the location of buttons, locations of crosswalks and accessibility as a whole with respect to traffic signals. Some of the traffic signals were installed well before the provincially legislated requirement was put in place for the APS and the accessibility in general.

- There have been major upgrades at specific locations as opposed to smaller changes at the intersections. There are currently 293 signals. • The group who attended the site visit were asked for a list of locations and particulars, i.e. highly utilized areas for accessible persons.

- Any new APS are being installed with the new accessible standards.

- Are in the process of preparing a design standard for accessibility which includes a physical layout of an intersection, where the push buttons are located, where the poles are located, where the crosswalks, ramps and the tactile plates are located and the design standard for the actual audible push button itself.

- The intent is to have a standard for the physical layout and software for the push buttons which will be presented to WAAC for their input. • Once the design is installed out into the field, a few members of WAAC will be invited to visit an intersection, and to walk through the installation.

- The WAAC subcommittee regarding Accessible pedestrian signals wants to see urgent matters addressed promptly and for there to be a consistent and appropriate Standard implemented in Windsor so that the APS signals are much more consistent and properly working across the City. WAAC would like to be able to provide input early enough in the process so that the needs of our low vision and blind community can be met. Other potential wayfinding tools such as guidance pavers (as used in Ottawa's Lansdowne redevelopment) are a potential wayfinding tool that could be of assistance in key, identified areas.

- Administration provided an overview regarding document accessibility remediation needs for the City of Windsor's website. A tremendous amount of work has already been done remediating documents to meet the requirements under the AODA. Document remediations are an ongoing need given requirements under the legislation. Part of accessibility is ensuring that the documents on the city's website are accessible, however, some documents are exceedingly long, complex, time consuming and/or difficult to make accessible. The City has negotiated some external remediations at a greatly reduced price to address such difficult documents. WAAC approved $50,000 from the Non-Built Capital Fund 7086008 (Accessibility) for accessibility remediation of eighteen thousand (18,000) pages of complex/difficult to remediate documents for the City of Windsor website.

- Tyson Cragg, Executive Director, Transit Windsor provided an update to the committee regarding the "Transit Windsor 2021 Service Performance Update – City Wide" report which was approved by the Environment, Transportation and

Public Safety Standing Committee and City Council. He notes that the scope on the report will expand over the years to include customer perception, and customer surveys on how we are doing as a service delivery agency. • This report looks at ridership which has not been strong due to COVID, stay-at-homes orders, virtual schooling, people working from home, and capacity restrictions on the buses. • Service enhancement in 2021 included the introduction of the 518X express route from St. Clair College to Tecumseh Mall. The report also includes 311 complaint feedback systems and the nature of those.

The Committee noted that there was no section relating directly to concerns from persons with disabilities. P Best notes that he is blind, rides transit and states that the audio callout is very important to him. He refers to a number of occasions when he reported to the driver that the audio callout was not working to which the driver responded that they were unaware of this and it will be reported. His understanding is that the bus is taken out of service if the audio callout is malfunctioning. He asks that concerns provided by persons with disabilities be provided to WAAC so that the Committee can work with Transit Windsor to correct them. He suggests that a subcommittee of WAAC meet once or twice a year with Transit Windsor to discuss the various accessibility issues and concerns, i.e. bus stop signage which will be reported back to WAAC. T. Cragg responds that he along with his staff would be happy to meet with the WAAC subcommittee once or twice a year to review issues and concerns. T. Cragg responds that the accessibility concerns in the report would fall under the general complaint section, however going forward will separate the accessibility complaints.

- Ongoing support to engineering in their work to update corporate standards to reflect any changes to accessibility standards.
- Providing ongoing support--audits and expertise regarding other City Facilities and properties
- WAAC had a detailed discussion regarding the need for prompt and ongoing accessibility consultation with the Committee on Site Plans and Corporate projects. Requested that appropriate administration attend WAAC meetings to provide information and seek input. WAAC in interested in having a member of the Building Department attend WAAC committee meetings in the coming terms to get input on site plans from the committee.
- A great deal of work went into creating a thorough RFP to seek an experienced consultant with lived experience to assist with an Anti-Racism and Anti-Discrimination consultation and action plan for the Corporation and community. RFP 89-22 “Anti-Racism and Anti-discrimination Engagement and Strategy Consultant” opened on May 24th and closed on or about July 20th. A diverse Evaluation team is tasked with carefully reviewing the proposals against the set criteria to recommend a skilled and experienced consultant for this important community and corporate project. WAAC was involved in assisting with recommended changes to the draft RFP will had a member on the evaluation committee for this RFP. The recommended proponent was determined by the

evaluation committee and it is hoped that the Anti-Racism/Anti-Discrimination consultation will commence early in 2023.

At the end of the day, following this consultation, the aim is to come out with an actionable plan with accountability. The engagement process during the Anti-Racism and Anti-Discrimination consultation will include Indigenous peoples, Black people, racialized people and other equity deserving communities including diverse faith communities, culturally diverse communities, persons with disabilities, women, 2SLGBTQ+ community and diverse staff. The aim is for the consultant to deploy a range of community based engagement tools and methods such as surveys, working with focus groups for engaging those diverse residents and staff to identify the salient issues, challenges and opportunities. Following that, will work with the consultant to provide reporting on the activities completed, data collected along with the findings. Will work with city administration and key members of those communities to develop recommendations and actionable initiatives. Lastly, the proponents will to prepare and present to the Diversity Committee, Standing Committee and City Council on the detailed findings of that strategy. The RFP follows the lead of many of the most progressive communities which will allow for an opportunity to have a thorough conversation done thoroughly and appropriately and also to look at some of the barriers in our Corporation that are could result in systemic racism, discrimination and oppression.

- The cement pad was installed, and the commemorative bench with personalized plaque is soon to be installed in Alexander Park to honour Sandra Friesen former long time member of WAAC. An additional cement pad for an accessible picnic table is also in the process of being installed in Alexander Park by Parks. These additions will be enjoyed by the public as well as the many blind and visually impaired residents that live at Lion's Manor that is located across the street from the Park.
- Provide ongoing input on the accessibility of zoning by-law amendments and site plans.
- Parks Department reached out to WAAC for input on a new playgrounds being installed . The playground costs are being covered by the Parks budget and they are seeking advice on the accessibility of the designs. The main features that the AODA looks for regarding accessible playgrounds includes:

    a. incorporate accessibility features, such as sensory and active play components, for children and caregivers with various disabilities into the design of outdoor play spaces; and

    b. ensure that outdoor play spaces have a ground surface that is firm, stable and has impact attenuating properties for injury prevention and sufficient clearance to provide children and caregivers with various disabilities the ability to move through, in and around the outdoor play space.

The suggestions from the Committee resulted in a number of accessibility enhancements.

- Wadah Al-Yassiri, Manager, Parks Development attended a WAAC meeting and provided the following comments relating to the Stodgell Park accessible pathway and playground projects:

  • Will be adding a multiuse recreational trail beside the Stodgell Park playground and the parking lot with adherence to FADS and the AODA and hoping to exceed those standards relating to the longitudinal slope and cross slope.

  • The multiuse trail will cross into the right-of-way and will be installing tactile tiles.

  • In terms of the playground projects, he refers to a resident living near Alton Park who advocates for accessibility. A meeting was held with this resident and the Project Manager along with the playground supplier and comments were provided by the resident relating to the design and what he would like to see. It was decided to add an additional accessible swing at Alton Park due to the demographics as was advised by the resident.

  • He refers to Alexander Park and suggests the addition of an accessible pathway from the riverfront to the washroom to specifically help people in wheelchairs. Working on cost estimates for this project. In the future, may request funding or cost sharing from WAAC.

  • He suggests purchasing one accessible swing and an accessible “saucer” which can be used by people in wheelchairs and notes that they may reach out to WAAC for funding in the future.

Administration was encouraged to seek thorough and early consultation from WAAC and from the public early in projects to ensure they meet the needs of all.

- Annual Windsor Essex Accessibility Awards was cancelled in 2022 due to the global pandemic. WAAC was part of the steering committee that assists with planning, and implementation of the annual event. WAAC will continue with its ongoing support and participation in this event when it resumes in future years.

- One of the co-chairs of WAAC attended council to provide accessibility input and concerns regarding the Adie Knox redevelopment.

Item No. 7.3

Committee Matters: SCM 2/2023

Subject: Diversity Committee 2022 Annual Report

Diversity Committee, Annual Report - 2022

The City of Windsor's Diversity Committee works towards helping to make Windsor's commitment towards a just, equitable and inclusive city a reality. It proactively works to improve access and equity and to challenge racism and discrimination through awareness, vigilance and education.

Diversity Committee Members

Councillor Ed Sleiman
Peter Ijeh (Chair)
Saiful Bhuiyan
Lina Chaker
Shelley Evans
Yo Son Dah Nost Huff
Sungee John
Lacy Carty
Jamie Bell (Alternate)
Christopher Fletcher (Alternate)
Khagendra Gautam (Alternate)

Accomplishments

- P. Ijeh was elected Chair of the Diversity Committee for the term ending December 31, 2022.
- The committee reviewed and discussed information provided by Tyson Cragg, Executive Director of Transit Windsor regarding the following comments relating to Equity, Diversity and Inclusion :
    - •Transit Windsor is in the process of recruiting for additional supervisory resources to bolster their training capacity.
    - • At this time, are limited to doing only new driver training as well as post-collision refresher training for operators.
    - • The mobile workforce consists of over 200 staff who work over a 20-hour span, seven days a week.
    - • Over the past year, no human rights complaints have been received.
    - • When drivers are hired, they focus on excellent customer service skills which includes equity, diversity and inclusion modules in their new driver training program which was developed by the Canadian Urban Transit Association.

- The Committed invited the Executive Director of Transit Windsor to attend a future meeting of the Diversity Committee to provide an update and to review their protocols in place relating to their equity, diversity and inclusion training at Transit Windsor.
- The committee participated in the Diversity Day Picnic in Mic Mac Park in August of 2022. The Chair, Peter Ijeh was in attendance to run a Diversity Committee booth with a variety of promotional items and postcards advertising City of Windsor Job postings.
- The need for additional staffing in Diversity area was acknowledged to help effectively deal with the diversity and inclusion initiative due to the addition of the Anti-Racism strategy and a very high workload tied to accessibility legislative compliance.
- A great deal of work went into creating a thorough RFP to seek an experienced consultant with lived experience to assist with an Anti-Racism and Anti-Discrimination consultation and action plan for the Corporation and community. RFP 89-22 “Anti-Racism and Anti-discrimination Engagement and Strategy Consultant” opened on May 24th and closed on or about July 20th. A diverse Evaluation team is tasked with carefully reviewing the proposals against the set criteria to recommend a skilled and experienced consultant for this important community and corporate project. The Diversity Committee was involved in assisting with recommended changes to the draft RFP and had two members on the evaluation committee for this RFP. The recommended proponent was already determined by the evaluation committee and it is hoped that the Anti-Racism/Anti-Discrimination consultation will commence early in 2023.

  At the end of the day, following this consultation, the aim is to come out with an actionable plan with accountability. The engagement process during the Anti-Racism and Anti-Discrimination consultation will include Indigenous peoples, Black people, racialized people and other equity deserving communities including diverse faith communities, culturally diverse communities, persons with disabilities, women, 2SLGBTQ+ community and diverse staff. The aim is for the consultant to deploy a range of community based engagement tools and methods such as surveys, working with focus groups for engaging those diverse residents and staff to identify the salient issues, challenges and opportunities. Following that, will work with the consultant to provide reporting on the activities completed, data collected along with the findings. Will work with city administration and key members of those communities to develop recommendations and actionable initiatives. Lastly, the proponents will to prepare and present to the Diversity Committee, Standing

Committee and City Council on the detailed findings of that strategy. The RFP follows the lead of many of the most progressive communities which will allow for an opportunity to have a thorough conversation done thoroughly and appropriately and also to look at some of the barriers in our Corporation that are could result in systemic racism, discrimination and oppression.

Subject: Windsor International Diaspora African Festival - WIDAFEST 2023 - Ward 3

Reference:

Date to Council: February 1, 2023
Author: Michelle Staadegaard
Manager, Culture & Events
mstaadegaard@citywindsor.ca
(519) 253-2300 ext. 2726
Recreation and Culture
Report Date: 1/13/2023
Clerk's File #: SR/14497

To: Mayor and Members of City Council

Recommendation:

THAT the request from Zalent Creative Inc. to host the inaugural Windsor International Diaspora African Festival, also known as WIDAFEST, scheduled for Friday, July 28 to Sunday, July 30, 2023, at the Riverfront Festival Plaza and Riverfront Civic Terrace **BE APPROVED,** subject to the terms and conditions of the Special Event Permit; and further,

THAT the request for Council to designate the event as a Significant Event status for the purpose of Zalent Creative Inc. applying for Alcohol and Gaming Commission of Ontario (AGCO) special occasions permits as required by the AGCO, **BE APPROVED**; and further

THAT the Riverfront Festival Plaza site be extended to include the Riverfront Trail seawall between Don Sadler Way and the Civic Terrace beginning Friday, July 28, 2023 4:00 p.m. to Saturday, July 29, 2023 1:00 a.m.; beginning Saturday, July 29, 2023 from 2:00 p.m. to Sunday, July 30, 2023 1:00 a.m.; beginning Sunday, July 30, 2023 from 12:00 noon to 10:00 p.m., **BE APPROVED;** and further,

THAT the request to temporarily close Riverside Drive East between Devonshire Road and McDougall Street on Saturday, July 29, 2023 from 2:00 p.m. – 4:00 p.m. to host the official WIDAFEST Parade, **BE APPROVED.**

Executive Summary:

N/A

Background:

Zalent Creatives Inc. is a federally incorporated Non-Governmental Organization (NGO) with a President and Vice President, Financial Advisor and Board of Directors originating in Windsor, ON.

Similar in nature to the worldly recognized Caribana held annually in Toronto, Ontario, WIDAFEST will capture the vibrancy and excitement through music, food and cultural experiences. The event promotes tourism opportunities with regional and international stakeholders eager to come to Windsor to celebrate the richness of Windsor's Black history and culture.

WIDAFEST will include a mix of ticketed and free events. Local and regional food, merchandise and artistic vendors will be invited to display art exhibits, crafts, along with musical stage presentations. A traditional Caribbean style parade, similar to the one hosted annually in Toronto, Ontario will take place on Riverside Drive East and will feature floats, dancers and fashion displays. Additionally, workshops highlighting the Black and African Community, business and socio-economic topics and opportunities, will be conducted at various city locations throughout the weekend of activities, featuring local, regional, national and international speakers and organizations.

Discussion:

A request has been received to present the inaugural WIDAFEST in Windsor at the Riverfront Festival Plaza – Friday, July 28 to Sunday, July 30, 2023. The venue is available on the dates requested.

Move In

8:00 a.m. Thursday, July 27, 2023

Event dates

4:00 p.m. – 1:00 a.m. Friday, July 28, 2023 (Opening Ceremony 6:00 p.m.)

2:00 p.m. – 1:00 a.m. Saturday, July 29, 2023

12:00 noon – 10:00 p.m. Sunday, July 30, 2023

Move Out

By 11:00 p.m. Monday, July 31, 2023

At the time of this report, a communique was sent to members of the Special Event Resources Team (SERT) asking for any objections to the proposal being brought forward to Council. To date, no concerns have been brought forward.

The WIDAFEST parade will take place on Saturday, July 29, 2023, along Riverside Drive East between Devonshire Road and Glengarry Avenue, entering the Riverfront

Festival Plaza at Don Sadler Way. The parade will include colorful floats, dancers, fashion displays and musical acts.

Beginning at 12 noon, Saturday, July 29, 2023, the WIDAFEST parade floats would marshal on the north curb of Riverside Drive East between Devonshire Road and Lincoln Avenue. Parade participants would marshal along Chilver Avenue north of Assumption Street. The parade will step off at 2:00 p.m. proceeding westbound, entering the Riverfront Festival Plaza at Don Sadler Way/Glengarry Avenue.

Riverside Drive East will be closed to vehicular traffic from the west intersection at Devonshire Road to the east intersection of Glengarry Avenue from 2:00 p.m. – 4:00 p.m. Saturday, July 29, 2023.

The event organizers will be expected to enter into an agreement with the Corporation to the extent similar as other festivals and events that currently are presented at Riverfront Festival Plaza, including indemnifying the City of Windsor of any future legal, environmental, or financial liability associated with the event.

Risk Analysis:

All risks associated with the event have been vetted through SERT and other affected parties have been consulted where required.

Litigation risks are standard with any special event and pose a significant risk, but they will be managed by transferring risk to the Event Host by requiring the Event Host to indemnify the City and provide proof of insurance. Insurance and all other conditions that must be satisfied for the event to proceed are handled in accordance with the Special Events Agreements Procedure. This will include sending out a notification letter a minimum of 30 days prior to their event to residents in the area.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The applicant will be required to enter into a standard agreement with the City of Windsor and pay the applicable fees as approved by Council on an annual basis.

Consultations:

Lynn Glasier, Financial Planning Administrator, Community Services

SERT (Special Events Resource Team).

Debi Croucher, Downtown Windsor Business Improvement Association

Conclusion:

The City of Windsor recognizes the importance of special events and festivals in enhancing the quality of life, tourism, culture, recreation, and education, all of which would not be possible without the invaluable services of volunteers, community groups, and sponsors that add their support and skills to enhancing the community events.

Planning Act Matters:

N/A

Approvals:

Name	Title
Lynn Glasier	Financial Planning Administrator
Michelle Staadegaard	Manager of Culture and Events
Jen Knights	Executive Director, Recreation and Culture
Ray Mensour	Commissioner, Community Services
Joe Mancina	Chief Financial Officer
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email
Queen Amina		Info@zalentcreatives.com; queen@zalentcreatives.com
Chris Alexander		chris@zse.ca
Debi Croucher, Executive Director, Downtown	484 Pelissier St, Windsor,	debi@downtownwindsor.ca

Name	Address	Email
Windsor Business Improvement Association (DWBIA)	ON N9A 4K9, Canada	
Walkerville Business Improvement Association		info@walkerville.com
Larry Horwitz, Wyandotte Business Improvement Association		horwitzwolf@aol.com
Tourism Windsor Essex Pelee Island (TWEPI)		gorr@citywindsor.ca
Special Events Resources Team (SERT)		

Appendices:

1 Zalent Creatives Inc. Overview
2 UNESCO letter
3 2023 WIDAFEST Parade Traffic Plan

Michael Taylor
City of Windsor Special event coordinator
350 City Hall Square West (Room 203)
Windsor, ON
N9A 6S1

Dear Mike,

Thank you for taking the time from your busy schedule and for meeting with us on Sunday August 7th 2022. We do appreciate the time you spent with us and for introducing us to the stakeholders at the Pride Parade.
As per your request, our company would like to reserve the Windsor Downtown Plaza for our 4-day international festival.
The event will culminate into an award ceremony celebrating the unsung heroes of our society.

This festival is set to start on Thursday July 27, 2023 to end on July 30, 2023

Agenda includes:

1. Day 1 - Opening ceremony at the plaza from 6:00 pm - 9:00 pm.
2. Day 2 - Small Business Training Section in the morning and a Drum / Jab Jab J'Ouvert Festival in the evening. (All day).
3. Day 3 - Street Parade that will culminate into the Music festival.
4. Gala Awards Night.

We would like to go ahead to book the venue.
Our company's name is Zalent Creatives Inc.

Address
Zalent Creatives Inc.
% All point bookkeeping and Tax Preparation Services
4065 Tecumseh RD E
Windsor, ON
N8W 1J7

Contact person
Queen Amina
403-390-0377
Or
Chris Alexandra
416-616-9804

Please let us know what the next step is to move forward. We can be reached via email at Info@zalentcreatives.com.

January 6, 2023

City of Windsor
350 City Hall Square West
P.O. Box 1607
Windsor, Ontario
Canada N9A 6S1
Phone: (519) 255-6315
Email: mayoro@citywindsor.ca

Attention: His Worship Drew Dilkens, Mayor

Dear Sirs,

Re: UNESCO Center for Peace Invitation

We are pleased to partner with Zalent Creatives and reach out to the Canadian National Commission for UNESCO in support of the establishment of a Canadian National Federation of UNESCO Clubs and the first UNESCO Center for Peace as part of the WIDA FEST 2023 legacy in Windsor, Ontario. This would be the first such Center for all of Canada and could even become a role model for the rest of the worldwide UNESCO Club movement. This decision is designed to commemorate the extraordinary leadership role that this gathering brings to promote interracial harmony in North America and global peacemaking with Africa and the African Diaspora.

We are also excited by the value that we can collectively bring to the conclusion of the UN International Decade for People of African Descent in 2024. In 2004, following the return of the U.S. to UNESCO, the first UNESCO Center for Peace was founded in Frederick, Maryland to help promote the understanding of UNESCO's mission and ideals and to translate them into programs that will help raise a new generation of Peacemakers, placing Human Dignity at the center of their activities and striving to make the culture of peace a commodity of everyday life through Education, Science, Culture and Communication.

As a citizen of Maryland - birthplace of the Underground Railroad from U.S. slavery - I'm particularly committed to the shared legacy that my home state shares with Windsor, Ontario - the crossroads from the Underground Railroad into Canadian Emancipation for hundreds of thousands of African freedom seekers.

The Underground Railroad is a beacon of hope for all humanity that is the crowning centerpiece of our mutual collaboration from City to City and State to State. I am hereby inviting the City of Windsor to join forces with us and welcome the world movement for peace in March 2024.

Sincerely,

Guy Djoken
President U.S. Federation of UNESCO Clubs, Centers & Associations &
Permanent Representative of WFUCA to ECOSOC/UNDPI

WIDAFEST Caribana Parade Traffic Plan

Saturday, July 29, 2023

MARSHALING

WIDAFEST floats would begin marshaling along the north curb of Riverside Drive East between Devonshire Road and Lincoln Avenue, beginning at 812:00 noon. The north curb lane would be closed to west bound vehicular traffic. WIDAFEST parade participants (float riders, walkers and bands) would marshal along Chilver Avenue north of Assumption Street beginning at 12 noon.

The parade would step off at 2:00 p.m. Saturday, July 29, 2023 proceeding west bound along Riverside Drive East to Glengarry Avenue, and conclude by 4:00 p.m., entering the Riverfront Festival Plaza northbound on Don Sadler Way. Windsor Police Services Officers and vehicles would control west bound traffic at the west intersection of Devonshire Road, detouring vehicular traffic south on Devonshire Road to Wyandotte Street East, and at the east intersection of Glengarry Avenue, detouring vehicular traffic south on Glengarry Avenue.

The parking Lot at Bert Weeks Memorial would be closed to ingress at 1:30 p.m. Saturday, July 29, 2023 until 4:00 p.m. Saturday, July 29, 2023

Eleven (11) Auxiliary Officers from 1:45 p.m. – 4:00 p.m. on Saturday, July 29, 2023 would be needed to support the road closure at the following intersections:

Lincoln Road at Riverside Drive East

Gladstone Avenue at Riverside Drive East

Moy Avenue at Riverside Drive East

Hall Avenue at Riverside Drive East

Pierre Avenue at Riverside Drive East

Langlois Avenue at Riverside Drive East

Parent Avenue at Riverside Drive East (2)

Marentette Avenue at Riverside Drive East

Louis Avenue at Riverside Drive East

Aylmer Avenue at Riverside Drive East

Local Traffic Only signage would be positioned at the following intersections accompanied by marshal volunteers and barricades at the following intersections:

Lincoln Road at Assumption Street

Gladstone Avenue at Assumption Street

Moy Avenue at Assumption Street

Hall Avenue at Assumption Street

Pierre Avenue at Chatham Street

Langlois Avenue at Chatham Street

Parent Avenue at Chatham Street (2)

Marentette Avenue at Chatham Street

Louis Avenue at Chatham Street

Aylmer Avenue at Chatham Street East

PERSONNEL:

Windsor Police Services with Vehicles	2
Windsor Police Services Auxiliary Officers	11
Marshal Road Closure Volunteers	10
Barricades	10
Lane Reduction Traffic Barrels	10 (between McDougall Street and Glengarry Avenue)