

Environment, Transportation & Public Safety Meeting

Date: Wednesday, July 26, 2023

Time: 4:30 o'clock p.m.

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

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

MEMBERS:

Ward 2 – Councillor Fabio Costante (Chairperson)

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

ORDER OF BUSINESS

Item # Item Description

1. **CALL TO ORDER**

READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. 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 OF THE ETPS STANDING COMMITTEE**

- 3.1. Adoption of the Environment, Transportation & Public Safety Standing Committee minutes held May 24, 2023 (**SCM 160/2023**)

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

5. **COMMUNICATIONS**

6. **PRESENTATIONS AND DELEGATIONS**

7. **COMMITTEE MATTERS**

- 7.1. Minutes of the Essex-Windsor Solid Waste Authority Regular Board Meeting held Tuesday, May 2, 2023 (**SCM 200/2023**)
- 7.2. Essex Windsor Solid Waste Authority (EWSWA) Annual Report - Essex-Windsor Residential Waste Diversion 2022 (**SCM 201/2023**)

8. ADMINISTRATIVE ITEMS

- 8.1. Response to CQ27-2021 - All-Way Stop Warrant - City Wide **(S 70/2023) & (C 70/2023)**
- 8.2. Test Pilot of Garbage Relocation in Ward 3 - City Wide **(S 82/2023) & (C 69/2023)**
- 8.3. Alley Maintenance Standards - City Wide **(C 106/2023)**
- 8.4. Temporary Traffic Calming Measures for Class I Collector Roadways (CQ16-2023) - City Wide **(S 83/2023)**

9. TRANSIT BOARD ITEMS

10. ADOPTION OF TRANSIT BOARD MINUTES

11. QUESTION PERIOD

12. ADJOURNMENT

Item No. 3.1



Committee Matters: SCM 160/2023

Subject: Adoption of the Environment, Transportation & Public Safety Standing Committee minutes held May 24, 2023

Environment, Transportation & Public Safety Standing Committee Minutes

Date: Wednesday, May 24, 2023

Time: 4:30 o'clock p.m.

Members Present:

Councillors

Ward 2 - Councillor Fabio Costante – Chairperson

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 8 - Councillor Gary Kaschak

Ward 9 – Councillor Keiran McKenzie

ALSO PARTICIPATING ARE THE FOLLOWING FROM ADMINISTRATION:

Chris Nepszy, Commissioner of Infrastructure Services

Steve Vlachodimos, City Clerk

Shawna Boakes, Executive Director Operations/ Deputy City Engineer

Anne Marie Albidone, Manager Environmental Services

Craig Robertson, Supervisor, Licensing / Deputy Licensing Commissioner

Fahd Mikhael, Manager Design

Jeff Hagan, Transportation Planning Senior Engineer

Mark Spizzirri, Manager Performance Management and Business Case Development

Anna Ciacelli, Deputy City Clerk / Supervisor of Council Services

ALSO PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

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1. CALL TO ORDER

Following the reading of the Land Acknowledgement, the Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:30 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE

3.1. Adoption of the Environment, Transportation & Public Safety Standing Committee minutes held March 29, 2023

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Gary Kaschak

That the minutes of the Environment, Transportation & Public Safety Standing Committee meeting held March 29, 2023 (excluding Transit Matters) **BE ADOPTED** as presented.
Carried.

Report Number: SCM 109/2023

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

None requested.

6. PRESENTATIONS AND DELEGATIONS

See item 7.1 and 8.1.

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7. COMMITTEE MATTERS

7.1. Report No. 156 of the Windsor Licensing Commission - Taxicab meter rate and tariffs

Walter Bezzina, Vets Cab

Walter Bezzina, Vets Cab appears before the Environment, Transportation & Public Safety Standing Committee regarding “Report No. 156 of the Windsor Licensing Commission – Taxicab meter rates and tariffs” and expresses his support for the committee’s recommendation. Mr. Bezzina requests clarification and confirmation of the distance incremental of 25 cents, for every 142 metres or any part thereof.

Jay Abdoullrahman, Canadian Checker Cab

Jay Abdoullrahman, Canadian Checker Cab appears before the Environment, Transportation & Public Safety Committee regarding “Report No. 156 of the Windsor Licensing Commission – Taxicab meter rates and tariffs” and is available for questions

Councillor Kieran McKenzie, inquires about the comparator table and the rates for Vets Cab. Mr. Bezzina indicates that he doesn’t know what the costs of his competitors are.

Councillor Kieran McKenzie requests clarification from administration related to the incremental billing system. Mr. Robertson indicates that the way Mr. Bezzina indicated it would be correct.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 943**

That the report No. 156 of the Windsor Licensing Commission indicating:

THAT the existing taxicab meter rate and tariffs BE INCREASED based on the proposal submitted by Vets Cab and Unifor Local 195 to the following:

Drop Rate - \$4.25; and

Distance Increment - \$0.25 cents 142 meters; and any portion thereof; and

Waiting Time (passenger conveyance) \$30.00/hour; and

Waiting Time (services for board of education) - \$2.50; and

Cross Border Fees – meter rate plus \$12.00 CAD or \$9.00 USD plus tolls between Windsor and Detroit; and further,

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THAT Appendix "A" of Schedule 5 to Public Vehicle Licensing by-law No. 137-2007 (as amended by By-law No. 150-2018) BE AMENDED accordingly if there are changes to the City's current taxicab meter rate and tariffs.

BE APPROVED.

Carried.

Report Number: SCM 107/2023
Clerk's File: MB2023

7.2. Essex-Windsor Solid Waste Authority (EWSWA) Minutes of the Regular Board Meeting held March 7, 2023

Councillor Kieran McKenzie clarifies the information related to the producer responsibility and the challenges associated with implementation of that process. The Councillor indicates that there are negotiations happening, with municipalities and the producers which include some challenges through the delivery of those services.

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 944**

That the Minutes of the Essex-Windsor Solid Waste Authority Regular Board meeting held March 7, 2023 **BE RECEIVED.**

Carried.

Report Number: SCM 107/2023
Clerk's File: MB2023

8. ADMINISTRATIVE ITEMS

8.1. Move Residential Alley Garbage Collection to Curbside - City Wide

Nick Rosic, Ward 3 Resident

Nick Rosic, Ward 3 resident appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report "Move Residential Alley Garbage Collection to Curbside – City Wide" and indicates the condition of the alley in his neighbourhood is concerning and commends Councillor Agostino for his efforts with the clean up. Mr. Rosic adds that there are rodent concerns, feral cats, racoons, and safety concerns related to the garbage being ripped open on a regular basis. Mr. Rosic indicates that a possible solution would be to

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move the garbage collection to the front and perhaps provide a one-time subsidy for hard sided containers to the residents who don't have them.

Nicholas Amlin, Ward 3 Resident

Nicholas Amlin, Ward 3 resident appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report "Move Residential Alley Garbage Collection to Curbside – City Wide" and indicates that his block has been hard hit by the issue of garbage in the alley which has affected his families quality of life. Mr. Amlin adds that people are not storing bins with lids on them in the alley and people are tearing through bins. When the bins do not have lids on them and are not presented correctly the waste management collectors don't take them. Mr. Amlin concludes by indicating there are safety concerns in the alley, related to needles and people using the alley uninvited, and suggests that having garbage/recycle collection at the front would be a large deterrent for bin theft and would encourage neighbours to be more thoughtful of their garbage collection and storage practices.

Councillor Mark McKenzie, inquires about how the alleys look. Mr. Amlin indicates that he is in the alley a great deal cleaning up his area and adjacent areas of garbage that is dumped. He also expresses concern about needles, and illicit drug use in the alley on a regular basis.

Councillor Renaldo Agostino inquires whether the delegates fear for their safety or for their families safety. Mr. Rosic cites issues with racoons, feral cats, rats, and that they can't enjoy their patio. Mr. Amlin, indicates his family tries to enjoy their backyard and have people peeking over the fence.

Councillor Kieran McKenzie inquires about maintenance and safety in the alley and if alley maintenance would be improved would it have a positive impact on safety. Mr. Amlin doesn't think so, indicating that people are camping behind his house in the alley because it was very clean.

Councillor Mark McKenzie inquires about the status of the alley maintenance standards report. Chris Nepszy, Commissioner Infrastructure Services appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report "Move Residential Alley Garbage Collection to Curbside – City Wide" and indicates that the level of service standards would be a separate issue from garbage collection. The garbage collection issues was brought forward at this time as the contract is coming due. Administration determined that the report related to alley maintenance standards would best fit to tie into the forthcoming Asset Management plan as it will address level of service with a sustainable plan and include funding gaps, which will provide a response to the original request and is anticipated to be brought forward to Council in July of 2024.

Councillor Mark McKenzie expresses concern that the request for the report came three years ago. The Councillor adds that both issues are connected and makes the decision harder as some of the information has not been provided yet, and whether there is a way to expedite the report. Mr. Nepszy doesn't believe it can be expedited and it won't be provided in time for the garbage

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collection contract to be completed. Mr. Nepszy provides information related to roads/paved alley networks.

Councillor Mark McKenzie has concerns related to removing alley garbage collection as the level of maintenance for alleys will fall to the bottom in terms of priority. Mr. Nepszy indicates that garbage trucks in the alley also cause wear and tear on the alley, they apply pressure to alleys and more maintenance is required, if the trucks were removed the level of maintenance required for alleys may also be reduced.

Councillor Mark McKenzie inquires whether the alleys that would be affected by the change have been identified. Anne Marie Albidone, Manager Environmental Services appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report "Move Residential Alley Garbage Collection to Curbside – City Wide" and indicates that the alleys in BIA's would not be affected as well as a few other alleys with roads that are too narrow for trucks to easily pass through as well as one-way traffic streets Ms. Albidone adds that the tender could include a request for specialized vehicles to collect on one-way streets.

Councillor Mark McKenzie inquires whether it would be more efficient with alley pickup if they are collecting on both sides. Ms. Albidone indicates that alley trucks are smaller, with a smaller payload. Ms. Albidone adds that it may be more efficient, if you can use the same trucks on both sides at once on the curbside.

Councillor Mark McKenzie inquires whether administration thinks there will be a cost savings to curbside collection. Ms. Albidone advises the committee that an increase to garbage collection costs will occur throughout the region. The amount of potential savings with a move to curb side is unknown at this time.

Councillor Mark McKenzie inquires about by-law enforcement and whether typically there are many complaints from residents regarding garbage bins on front porches and whether this is enforced on a regular basis. Administration indicates that they receive their direction from Council, related to priorities on enforcement.

Councillor Mark McKenzie inquires whether public consultation has taken place regarding this proposed change. Mr. Nepszy indicated that it has not, although if a change is made it will be well communicated publicly.

Councillor Kieran McKenzie indicates that he doesn't feel he has all the information that he needs to make a decision related to the change to garbage collection. The Councillor adds that clear direction around what standards are in place for alleys would make the decision to the change easier and inquires as to the anticipated timeline of that report. Mr. Nepszy indicates they would have to get the RFT ready for late summer or early fall.

Councillor Kieran McKenzie inquires whether the intention of administration is to remove services from alleys to make a case to divest the space to the private sector. Mr. Nepszy responds no, and indicates this report is regarding the garbage tender and not getting rid of alleys.

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Councillor Gary Kaschak inquires about rodents and animals whether that is a major issue in the downtown. Ms. Albidone indicates there is a lot of urban wildlife in the area and people should follow the by-law in order to alleviate animal and rodent concerns. Ms. Albidone adds that the rodent control program is still being offered and information related to deterring animals is available on-line.

Councillor Gary Kaschak inquires about regional garbage collection. Ms. Albidone indicates that the County is discussing a County regional collection program and they may tender together but award separately. Ms. Albidone reiterates the importance of issuing the tender early as there is a two year delay on purchasing collection trucks.

Councillor Gary Kaschak inquires about collection every 2 weeks. Ms. Albidone indicates that many things will be considered when issuing the tender including organics collection.

Councillor Gary Kaschak inquires about potential cost savings. Ms. Albidone indicates that recycling collection will remain at bi-weekly until at least 2026, after 2026 the producers can set different rules and change frequency of collection. Ms. Albidone indicates it may be some time in terms of organics, also a split garbage truck could be considered with garbage in one stream and organics in the other or various other streams, administration is analyzing various options to determine what would be most cost effective.

Councillor Gary Kaschak inquires as to the collection days. Ms. Albidone indicates that days that collection occurs can be changed as long as the City maintains the 4 days a week collection cycle. Administration would require direction on this by October of the previous year to ensure it's in the new collection calendar.

Councillor Gary Kaschak inquires when the transfer station for organics will be determined. Ms. Albidone indicates that is up to the EWSWA Board and they are reviewing options that will be considered.

Councillor Renaldo Agostino inquires whether there are reports from waste collection drivers downtown. Ms. Albidone indicates that she has had many conversations with contractors who have raised safety concerns because of the maintenance and overgrowth in alleys as well as debris and the condition of the alleys, including potholes which is resulting in more truck maintenance in some cases.

Councillor Renaldo Agostino inquires whether there may be an opportunity to provide a pilot project in the Victoria area and other neighbourhoods directly affected by some of these concerns, and that this would make a significant change to quality of life for those residents. Ms. Albidone indicates that she can inquire although the pilot area would have to be agreed to by the contractor and couldn't be a large area otherwise there will be additional charges.

Councillor Kieran McKenzie inquires about the RFT. Ms. Albidone provides information related to timelines.

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Councillor Fabio Costante inquires about the amount of garbage collection per area and whether it is different for inner city compared to the suburbs. Ms. Albidone indicates that there are approximately the same number of trucks on every collection day and exact amounts would be hard to determine.

Councillor Fabio Costante inquires about environmental benefits moving to curbside collection, and wouldn't there be more congestion on main streets, more emissions related to delayed traffic. Mr. Nepszy indicates that if collection was on the street it would be larger trucks but less runs as opposed to smaller trucks in the alley with more runs. Ms. Albidone provides details related to current collection timelines on arterial roads.

Councillor Fabio Costante inquires about the load difference between the alley and the road truck. Ms. Albidone indicates that the alley collection truck would be getting about 8 tonnes. The street collection vehicle would be getting about 12 tonnes.

Councillor Fabio Costante inquires about the alley standards policy and whether a committee has been struck. Mr. Nepszy indicates that the committee has not yet been struck. Mr. Nepszy provides information related to the Asset Management Plan and service levels with paved alleys being the focus.

Councillor Fabio Costante inquires about expediting the alley maintenance report. Mr. Nepszy can't see that happening by the Fall.

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Kieran McKenzie

That the report of the Manager, Environmental Services dated May 5, 2023 entitled "Move Residential Alley Garbage Collection to Curbside – City Wide" **BE REFERRED** back to Administration to allow for the Administrative report regarding Minimum Alley Maintenance Standards to be brought forward to the Environment, Transportation & Public Safety Standing Committee simultaneously, as soon as possible; and,

That information related to a potential test pilot program that would move residential garbage alley collection to curbside, in Ward 3 **BE INCLUDED** in the report.

Carried.

Councillor Renaldo Agostino voting nay.

Report Number: C 69/2023
Clerk's File: SW2023

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8.2. Policy and Funding Program Review for Updating Narrow Streets - City Wide - CQ 8-2022.

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 945**

That the report of the Commissioner, Infrastructure Services dated May 4, 2023 entitled "Policy Funding Program Review for Updating Narrow City Streets" **BE RECEIVED**.

Carried.

Report Number: C 66/2023
Clerk's File: SW2023 & ACOQ2023

8.3. Traffic Noise along the E.C. Row Corridor Close to Sensitive Land Uses without Sound Mitigation Measures – City Wide - CQ17-2022

Councillor Kieran McKenzie refers to the stretch of road on E.C. Row between Walker and Howard Avenue and asks Administration why there is no sound barrier as every other stretch of road on E.C. Row that is in proximity to sensitive land use has a sound barrier. Chris Nepszy states depending on the type and density of the tree, and the elevation of the road compared to the homes, the effectiveness may or may not be there.

Councillor Kieran McKenzie asks Administration if it is possible to conduct an analysis on a type of tree (within the City's inventory) that would impact the noise issues within the corridor. Chris Nepszy responds that if they were asked to investigate the placement of trees (type, cost and feasibility), Administration would work with Forestry on this matter.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 94**

That the report of the Commissioner, Infrastructure Services dated May 4, 2023 entitled "Traffic Noise along the E.C. Row Corridor Close to Sensitive Land Uses without Sound Mitigation Measures – City Wide – CQ 17-2022" **BE RECEIVED** for information; and,

That Administration **BE REQUESTED** to work with the Parks Department and City Forester to investigate opportunities to add trees along E.C. Row Expressway on the North and South sides between Walker Road and Howard Avenue.

Carried.

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Report Number: C 67/2023
Clerk's File: SW2023 & ACOQ2023

8.4. Response to CQ27-2021 - All-Way Stop Warrant - City Wide

Councillor Kieran McKenzie remarks that there are other reports of interest coming in the near future and he wants to see those reports before making a determination whether or not the warrant process is changed. Ms. Boakes, Executive Director Operations, appears before the Environment, Transportation and Public Safety Standing Committee regarding the administrative report "Response to CQ 27-2021 – All-Way Stop Warrant-City Wide" and indicates that if a stop sign is removed on a road that is over designed, there is the potential of speeds increasing. Ms. Boakes adds that the relationship of a stop sign throughout all of the legislated guidelines indicates it is not a speed control device. Ms. Boakes indicates that the next step is the traffic calming, so if speeds are altered, traffic calming provides the tools to lower the speeds. She adds some of the recommended changes in the warrant process are beneficial as it will allow them to look at it differently when requests are received.

Councillor Gary Kaschak indicates that four-way stops are not being overused especially in the dense wards. He states if there were more four-way stops in the 40 km speed limits areas, it would be effective. He suggests deferring this matter pending the receipt of the Vision Zero report and adds he would like to see stop sign location changes and moves. Ms. Boakes responds that at this time there is no mechanism in place to do a stop sign reversal or a stop sign removal. Administration has attempted a number of these over the last two to three years, and received pushback from the public which is a reason why some legitimate potential all way stop locations cannot be installed.

Councillor Renaldo Agostino remarks this is a step in the right direction. Ms. Boakes responds in terms of the all-way stop component, this is the ultimate step. The Traffic Calming Policy that will come forward as part of the next revision will be the next step to address the traffic calming issues.

Councillor Fabio Costante indicates that the intent behind this Council Question was to lower the threshold to allow the opportunity for more four way stops. After reading the report, the conclusion was that it will be more difficult to acquire more four way stops after this new Policy is implemented. Ms. Boakes responds that some of the changes that have been made are to meet the new recommendations in the Ontario Traffic Manual (OTM) which are more lenient now.

Councillor Fabio Costante refers to the manuals and guidelines that Engineering refers to, and inquires whether the manuals are binding and can they deviate and use their discretion or is the City bound by what is in those manuals. Ms. Boakes indicates that the manuals are the OTM, developed by the Ministry of Transportation of Ontario and the Manual Uniform of Traffic Control Devices for Canada. In order for the City to deviate and make solid recommendations on changes to this process, time would be required to understand why the changes are being made.

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Councillor Fabio Costante states it was mentioned in the report that four way stops may lead to more rear end collisions as side collisions lead to more fatalities or more serious injuries. He asks if there is any evidence on side collisions on two way stops versus four way stops. Jeff Hagan, Senior Transportation Planning Engineer appears before the Environment, Transportation and Public Safety Standing Committee regarding the administrative report “Response to CQ 27-2021 – All-Way Stop Warrant-City Wide” and indicates that generally all way stops are considered a counter measure for angled collisions, however unwarranted all way stops can create concerns around pedestrian collisions and unwarranted stops where the driver realizes they are unlikely to encounter conflicting traffic can lead to worse compliance rates.

Councillor Fabio Costante indicates that the evidence conclusively states that two-way stops will lead to higher side collisions on motor vehicles which leads to higher fatalities or serious injuries but it could lead to more accidents with pedestrians if four way stops are implemented. Mr. Hagan indicates that yes, unwarranted all way stops lead to higher pedestrian collisions.

Councillor Fabio Costante advises what precipitated the Council Question was a series of intersections around school zones in his neighbourhood where there have been collisions as it is difficult to see oncoming traffic due to street parking which has led to many side collisions. Ms. Boakes indicates that there are things that can be done, if parking on the side of the road is an issue, they can pull parking back. Ms. Boakes adds that in a school zone if there are increased pedestrian collisions, by adding an unwarranted stop, the question is should parking be removed or do they increase the potential for collisions. If speeding is the concern, go back to Traffic Calming Policies and Traffic Calming Implementations. These are the tools to look at and implement more heavily.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Kieran McKenzie

That Council APPROVE the updated All-way Stop Policy as listed in the Traffic All Way Stop Warrant Check List and the Corporation of the City of Windsor All-Way Stop Policy.

Clerk’s Note: Councillor Renaldo Agostino requests that this motion **BE WITHDRAWN**.

Moved by: Councillor Kieran Mckenzie

Seconded by: Councillor Renaldo Agostino

That the report of the Senior Manager, Traffic Operations & Parking dated May 5, 2023 entitled “Response to CQ27-2021 – All-way Stop Warrant – City Wide” **BE DEFERRED** to the next meeting of the Environment, Transportation & Public Safety Standing Committee to allow for Administration **TO PROVIDE** a concise, detailed summary of changes to the All-way Stop Warrant Program and policy.

Carried.

Report Number: C 70/2023
Clerk’s File: SW2023 & ACOQ2023

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8.5. Dandurand Avenue Pedestrian Generator Sidewalk (from Northwood Street to existing sidewalk (approximately 210m north))- Ward 10

Councillor Jim Morrison appears before the Environment, Transportation and Public Safety Standing Committee regarding the administrative report “Dandurand Avenue Pedestrian Generator Sidewalk (from Northwood Street to existing sidewalk (approximately 210m north))-Ward 10” and indicates that Dandurand Avenue generates a lot of traffic and he mentions several schools within the area. Councillor Jim Morrison also indicates that the sidewalk on Dandurand continues halfway down the street and then stops and that the continuation of the sidewalk would be beneficial for students and other pedestrians in the area.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 947**

- I. THAT Council **APPROVE** the final design and construction of an infill Pedestrian Generator Sidewalk on Dandurand Avenue as proposed in Option 3 of this report, and,
- II. THAT the estimated cost of \$ 140,000.00 **BE CHARGED** to the Pedestrian Safety Improvement Project (Project no. 7045034); and,
- III. THAT Council **PRE-APPROVE** the Award of Tender related to this project, provided that the Tender amount is within the approved budget, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; and,
- IV. THAT the CAO and the City Clerk **EXCECUTE** an agreement with the low bidder, with said contract being satisfactory in form to the Commissioner of Legal & Legislative Services, and in financial content to the Commissioner of Corporate Services, CFO/City Treasurer.

Carried.

Report Number: S 58/2023

Clerk's File: SW2023

9. TRANSIT BOARD ITEMS

None presented.

10. ADOPTION OF TRANSIT BOARD MINUTES

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None presented.

11. QUESTION PERIOD

None registered.

12. ADJOURNMENT

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 6:52 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held June 28, 2023.

Carried.

Ward 2 – Councillor Costante
(Chairperson)

Deputy City Clerk /
Supervisor of Council Services

Item No. 7.1



Committee Matters: SCM 200/2023

Subject: Minutes of the Essex-Windsor Solid Waste Authority Regular Board Meeting held Tuesday, May 2, 2023



Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

Meeting Date: Tuesday, May 2, 2023
Time: 4:00 PM
Location: Council Chambers
Essex County Civic & Education Centre
360 Fairview Ave. West
Essex, Ontario

Attendance

Board Members:

Gary McNamara - Chair	County of Essex
Hilda MacDonald	County of Essex
Rob Shepley	County of Essex
Gary Kaschak – Vice Chair	City of Windsor
Kieran McKenzie	City of Windsor
Jim Morrison	City of Windsor

EWSWA Staff:

Michelle Bishop	General Manager
Steffan Brisebois	Manager of Finance & Administration
Cathy Copot-Nepszy	Manager of Waste Diversion
Tom Marentette	Manager of Waste Disposal
Teresa Policella	Executive Assistant

City of Windsor Staff:

Anne Marie Albidone	Manager of Environmental Services
Tony Ardovini	Deputy Treasurer Financial Planning
Shawna Boakes	Executive Director of Operations
Mark Spizzirri	Manager of Performance Management and Business Case Development

County of Essex Staff:

Sandra Zwiers	Director of Financial Services/Treasurer
Kate Hebert	Manager Records and Accessibility/Deputy Clerk

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Michael Akpata	County of Essex
Kirk Walstedt	County of Essex
Mark McKenzie	City of Windsor
Mary Birch	Interim CAO and Director of Council & Community Services/Clerk

1. Call to Order

Chair McNamara called the Regular meeting to order at 4:02PM.

2. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest and none were noted. He further expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time

3. Closed Meeting

Moved by Kieran McKenzie

Seconded by Gary Kaschak

THAT the Board move into a closed meeting pursuant to Section 239 (2) (i) of the Municipal Act, 2001, as amended for the following reason:

- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly with the contractual or other negotiations of a person, group of persons, or organization.

**21-2023
Carried**

Moved by Hilda MacDonald

Seconded by Kieran McKenzie

THAT the EWSWA Board rise from the Closed Meeting at 4:55PM.

**24-2023
Carried**

4. Approval of the Minutes

Moved by Kieran McKenzie

Seconded by Jim Morrison

THAT the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated March 7, 2023, be approved and adopted.

**25-2023
Carried**

5. Business Arising from the Minutes

There were no items raised for discussion.

6. Correspondence

There were no items for discussion.

7. Delegations

There were no delegations for May 2, 2023.

8. Waste Diversion

A. Blue Box Collection Services Post Transition to Extended Producer Responsibility

The General Manager stated that the purpose of the report was to recommend to the Board that the Authority opt-out as a service provider for Blue Box Collection Services and not pursue Circular Materials Ontario's Interim Collection Offer to perform residence and eligible source collection from August 28, 2024 to December 31, 2025. The General Manager provided an update regarding the Blue Box collection transition to Extended Producer Responsibility (EPR) and summarized the background information on pages 8-10 of the agenda package.

The General Manager provided a summary of information included in the report's Discussion section. She noted that there is no obligation for the Authority to continue providing blue box collection and that CMO's payment collection model does not compensate the Authority for 100% of the residential blue box program even though the Regulation assigns 100% of these costs to Producers. The Authority has to respond to CMO by June 30, 2023, whether the Authority will opt-in or opt-out of providing blue box collection services.

The General Manager summarized significant risks with the terms of the Interim Collection Offer that had been identified by the Technical Staff Committee and included on page 12 of the report.

The General Manager identified Service Level Impacts included in the report and summarized options regarding the collection of non-eligible sources. One option would be to contact the successful residential service provider to determine if they would be willing to enter into a contract to collect non-eligible sources. Option 2 would be to contract for non-eligible source collection as a separate collection as this will be required as of January 1, 2026. The General Manager noted they will continue to monitor what other municipalities are doing. Some municipalities have introduced by-laws to enforce recycling but the Authority does not have the ability to issue such by-laws.

The General Manager stated that Administration has outlined a transition plan if the Authority were to opt-out of CMO's offer. Administration will focus on the development and implementation of a Blue Box transition plan that prepares

stakeholders, staff, assets, municipal partners, customers and operations for the changes that will occur.

The Authority is forecasted to generate savings of approximately \$2-4.6 million per year as the blue box collection and processing transitions to Producers. A portion of these savings will be required to continue the collection of blue box material from non-eligible sources.

The Chair asked if there were any questions.

Mr. Kieran McKenzie stated that in terms of the offer, there is 100% responsibility of Producers to provide collection but the offer does not cover 100% of the cost. If that continues to be the case and the Producers are not paying the full cost, when does the Province step in and to what extent is the Province monitoring the situation or strengthening the Regulation.

The General Manager stated that the Province has identified that it is not the responsibility of the municipalities to bear the cost of the program. Further, they released the Regulation and perhaps did not put their minds into every aspect of the program in particular the non-eligible sources. Ontario Municipalities have voiced their concerns through AMO and other groups to the Province. Unfortunately, there have been no changes made to the Regulation. The Authority has a vested interest in the success of this transition because we own our landfill and do not want residents and non-eligible sources to simply put the material in the garbage.

The General Manager stated that the Authority will continue to play a role in the recycling program through its Waste Diversion programs for a number of reasons but specifically because of the obligation under our Environmental Compliance Approval (ECA) at the Regional Landfill. A condition of that ECA is that we have waste diversion programs to ensure not just blue box materials do not end up in the landfill but also hazardous waste, electronics and tires.

Mr. Kieran McKenzie asked if there could be more advocacy from AMO.

Chair McNamara stated that the AMO task force has been heavily involved and they do have a strong voice. In the last two to three years, they have had a senior policy advisor and Board member MacDonald also sits on the task force.

Mr. Kieran McKenzie asked if non-eligible sources that are currently receiving collection are aware of the upcoming changes and the level of risks to them.

The General Manager stated that the Authority is in the process of identifying all non-eligible sources. Further, the Manager of Waste of Diversion stated that a consultant has also been contracted to conduct an audit of the non-eligible sources throughout the region and identify all the non-eligible stops, addresses, and names. There are approximately 3,000 non-eligible sources that are currently receiving the collection. At some point, once we identify how we are

going to service these sources, the Authority will communicate to those affected.

Mr. Kieran McKenzie stated that he has a motion at the appropriate time.

Mr. Kaschak asked what items are considered contamination.

The Manager of Waste Diversion stated that anything not accepted in the program is considered contamination. She also noted that mixing fibre material with plastics is also considered contamination.

Mr. Kaschak asked how the contaminants are managed in the facility.

The Manager of Waste Diversion stated that the contaminants are pulled off the line immediately and put in the appropriate areas but there is a cost to do this as there are steps involved.

Mr. Kaschak stated that he will support the motion when appropriate.

The Chair asked if there were any other questions.

Mr. Kieran McKenzie commended Administration on a job well done. He remains concerned with the system administrator and hopefully, the government is listening.

Moved by Kieran McKenzie

Seconded by Gary Kaschak

THAT the Board receive the report as information.

THAT the Board direct the General Manager to communicate with Circular Materials Ontario that the Essex-Windsor Solid Waste Authority does not intend to pursue Circular Materials Ontario's current Interim Collection Offer to perform residence and facility collection of Blue Box Materials on Circular Materials Ontario's behalf from August 24, 2024 to December 31, 2025.

**26-2023
Carried**

B. Screening of Organics Tender

The Manager of Waste Diversion provided the results of the tender for the provision of equipment and labour for the screening of organic material at Authority facilities in Essex County and recommended award to Frank Dupuis Landscaping and Trucking Ltd. (Dupuis).

She stated that only one bid was received and further that Dupuis had met all the requirements of the tender. The price included in the bid document was \$3.24 per yard, excluding tax. She noted that Dupuis successfully held the

previous contract that ended in May 2023. As a result of the procurement process and the specialization of work and the past work of Dupuis, Authority Administration recommends awarding the contract to Dupuis.

As part of the budget process, the Authority uses historical data to estimate the numbers of yards of compost that will require screening to calculate a budget figure. As a result of the new bid price, there may be an unfavourable variance of approximately \$8,000 to the 2023 budget based on the previous three-year average.

The Manager of Waste Diversion asked if there were any questions. No questions were asked.

Moved by Jim Morrison
Seconded by Rob Shepley

THAT the Board award the tender for the provision of equipment and labour for screening of organic waste at Essex-Windsor Solid Waste Authority facilities in Essex County to Frank Dupuis Landscaping and Trucking Ltd. as per their tender submission dated April 27, 2023 for the term May 8, 2023 – May 8, 2026. The contract term is for a three (3) year period from May 8, 2023 – May 8, 2026, where the Authority has the option to extend the contract for three (3) additional, one-year extensions or portions of a year thereof at the absolute unfettered discretion of the Authority under the same terms and conditions as contained in the executed contract.

**27-2023
Carried**

C. FoodCycler Organics Pilot Program

The Manager of Waste Diversion provided details on a new Waste Diversion pilot program that the Authority will be offering to support the diversion of food waste from the landfill and provided a summary of the background information included in the report regarding the Ontario Food and Organic Waste Policy Statement and results of the Food and Organic waste survey that was done in 2022.

In 2022, Food Cycle Science (FCS), a social purpose organization, met with the Authority to discuss their FoodCycler product. The FoodCycler was identified as a potential solution for multi-residential buildings or for residents that may not have access to municipal diversion programs. The Manager of Waste Diversion explained the FoodCycler is a countertop food digester that dehydrates and processes food waste into a tenth of its original volume. She noted that there are two models and explained the differences between each unit. FCS was a finalist in the Government of Canada's Impact Canada's Food Waste Reduction Challenge and was awarded a \$400,000 grant. The grant is being distributed to municipalities that participate in the program. FCS has offered a partnership

with the Authority. After a review of FCS, the FoodCycler and other municipal programs, the Authority included funding in the 2023 budget.

The Manager of Waste Diversion explained that through the FoodCycler Organics Pilot Program (FOPP), FCS has allocated 250 FoodCyclers for the Authority that will be made available to Essex-Windsor residents at a subsidized rate. She explained that residents will have to register and complete an online survey. Some of the criteria that will be used to determine the allocation of the FCS units will include municipality, type of household, and number of residents. This will provide a good cross-section of households in Essex-Windsor that are able to participate in the pilot program. The residents that purchase the FoodCycler will participate in a 12-week program and track information to provide waste diversion data.

The Manager of Waste Diversion noted that \$25,000 has been included in the 2023 budget for the pilot program through the Waste Diversion reserve. This represents a subsidy of \$100 per unit. She referred to the funding model on page 24 of the agenda package which compares the cost of the two units available.

The Manager of Waste Diversion asked if there were any questions.

Mr. Kaschak noted that he saw the units that were on display at the Earth Day event and hopes that this will get residents excited about this and get people on board before the launch of the Source Separated Organics program in 2025.

Mr. Kieran McKenzie stated that he loves the program and asked how the units will be purchased by residents.

The Manager of Waste Diversion stated that residents purchase the unit up front and keep it after the pilot program ends.

Mr. Kieran McKenzie asked if some of the units could be made available at no cost.

Mr. Kieran McKenzie does not know if there is a correlation between income levels and waste diversion rates. He does not want to slow down the program that is already in motion but possibly look at other options for lower income households.

Mr. Morrison likes the spirit of Mr. McKenzie's idea but stated that it should not be up to the Authority to determine and analyze household income levels. He stated that maybe the Authority should consider if there may be a group that would like to contribute and subsidize the cost of the unit and then potentially make them available at no cost.

Mrs. MacDonald asked if residents would be charged the retail price and hope that they will follow through with the data that is being requested from them.

The Manager of Waste Diversion stated residents would be charged the reduced rate when accepted into the pilot program and sign a document stating that they will participate.

In regards to Mr. Kieran McKenzie and Mr. Morrison's comments, the General Manager stated that the Authority has three (3) units that were purchased at a reduced rate from FSC. She noted that the units were used as a trial by staff and some Board members to ensure their quality. Once Administration is finished with those units they could be donated to a group.

Mr. McNamara stated that the unit is incredible and he has not put any organics in regular waste since using the unit.

THAT the Board receive the report as information.

Moved by Rob Shepley

Seconded by Gary Kaschak

**28-2023
Carried**

9. Waste Disposal

A. Regional Landfill Leachate Management

The Manager of Waste Disposal provided an update regarding the management of leachate at the Regional Landfill and summarized information that had previously been reported to the Board regarding leachate management at the Regional Landfill and the increasing volumes and intensification of leachate requiring trucking and treatment representing a significant financial burden on the Authority.

The Manager of Waste Disposal provided an overview of events that have taken place since the September 14, 2022 Board meeting including meetings with the City of Windsor (City) regarding the increase in leachate quantity and intensification and the impact on operations at the pollution control plant.

The Manager of Waste Disposal explained that the City had requested a temporary suspension of the delivery of leachate at the pollution control plant so they could assess their system and operations. The Authority suspended leachate hauling from November 25, 2022, until January 16, 2023. Following the resumption of leachate hauling, the City has been restricting the number of loads delivered. The City and the Authority have been meeting bi-weekly and continue to test and monitor the leachate. The Authority has also met with other municipalities in the area to discuss contingency plans for the delivery of leachate.

The Manager of Waste Disposal described operational changes being implemented at the Regional Landfill to improve the leachate quality including the purchase and installation of additional pond aerators.

The Manager of Waste Disposal stated the Ministry of the Environment, Conservation and Parks (MECP) visited the Regional Landfill and discussions took place regarding the management of leachate and the procedures that need to be followed in the event that the Authority needs to suspend leachate hauling.

The Manager of Waste Disposal stated that Stantec will conduct a feasibility study to assess the Town of Essex Pollution Plant's ability to receive some of the leachate from the Regional Landfill. He explained some of the key findings from the Stantec report. Essex would need some form of pre-treatment of the leachate. The Town of Essex is not interested in receiving any untreated leachate.

On April 19, 2023, the Authority expanded the scope of the Stantec engagement to include the preparation of a report regarding options for the on-site treatment of leachate at the landfill. The Stantec report will be made available to the Board when completed.

The Manager of Disposal explained the long-term capacity constraints. He noted that leachate has increased due to landfill expansion and will continue with the expansion of additional cells and increased greenhouse waste due to high moisture content. The original Regional Landfill design included a requirement for leachate treatment.

The Manager of Waste Disposal stated that the Authority staff have been working with Stantec to identify potential options for leachate treatment. He explained the pros and cons of the following three options:

1. Option 1 – Status quo – trucking and treatment at pollution control plant.
2. Option 2 - Installation of an on-site, pre-treatment solution and truck or force main to a pollution control plant.
3. Option 3 – Installation of an on-site solution and discharge to surface water drain.

The Manager of Waste Disposal referred to page 36 of the agenda package and explained the various leachate treatments.

On April 14, 2023, the Authority reviewed and authorized a proposal by Rochem utilizing reverse osmosis treatment. The Manager of Waste Disposal provided a sample of leachate at the meeting that was treated by reverse osmosis. This process would be dependent on MECP approval. He noted that

the Authority is currently testing 50 gallons of leachate as an on-site trial. The Authority will be provided with the chemical analysis results in several weeks.

The Manager of Waste Disposal stated that the 2023 budget includes a number of expenditures related to the treatment of leachate. He noted that other costs in the budget include consulting fees to fund an alternative treatment plan. In 2023, the Authority spent \$87,000 to purchase three new aerators. The total cost of the on-site study conducted by Rochem is approximately \$12,000. He also noted that any potential long-term solution identified will require a significant investment. The Authority is researching government funding opportunities.

The Manager of Waste Disposal noted that the final Stantec report will identify treatment and pre-treatment options. The Stantec report and the results of the on-site bench test trial conducted by Rochem will be provided to the Board.

The Manager of Waste Disposal asked if there were any questions.

Mrs. MacDonald asked if there is any way to get money back from the greenhouse industry since the vines are causing the issues they should be paying for it.

The Manager of Waste Disposal stated that tipping fees have increased substantially and should continue to increase.

Mrs. MacDonald stated that the greenhouses should be charged and not the average ratepayer.

Mr. Kaschak stated that we have to have an EPR on greenhouse vines or a large fee. He commented that the other pollution plants in the area should be able to treat this as well. He asked about the size of the force main.

The Manager of Waste of Disposal stated that the concept of a 4" diameter forcemain was proposed by Administration to the Town of Essex in November 2021 and that is what Stantec used to calculate their estimates.

Mr. Kaschak asked if installing a force main to convey leachate to the Essex PCP would involve public consultation.

The Manager of Waste Disposal responded yes. Routing of a forcemain would likely utilize public road right of way and this would be subject to the public review and consultation process.

The Manager of Waste Disposal stated that currently, the design of additional leachate storage capacity is not included in the design of Cell 5 North which is scheduled for construction in 2024. The Manager of Waste Disposal further stated that in his opinion, more lagoons are not the solution and that the

money would be better spent on alternative and sustainable ways to treat leachate.

Mr. Kaschak stated the reverse osmosis treatment seems very impressive.

Mr. Shepley asked if it would be better to build our own treatment plant instead of trucking the leachate off-site.

The Manager of Waste Disposal stated that building an on-site treatment facility is something that is currently being explored, along with the concept of installing a force main to the Town of Essex PCP which has some additional capacity. All options are being explored.

Mr. McNamara stated that we have to look at the cost of trucking leachate. He stated that he would like to know all the options. He agrees with Mr. Shepley. He stated that we have to reduce the carbon footprint and trucking does not do this. He likes the idea of looking at technology for treating leachate on-site. He noted that it makes a lot of sense and that is contained at the Landfill. Trucking costs are going to increase and climate change and rain is not a friend to landfills. He stated that as we expand the landfill and look at all the costs aggregated together, that is the direction we should be looking at. Mr. McNamara stated that he would like to see an analysis on what the costs are. He noted that even when the landfill is closed, we have the responsibility to ensure that the environment is protected from leachate impacts.

Mr. Kieran McKenzie stated that he agrees with Mr. Shepley and Chair McNamara. He stated to have the report from Stantec include environmental impacts. He also agrees with Mrs. MacDonald and her comments regarding the greenhouse vines.

Moved by Hilda MacDonald

Seconded by Kieran McKenzie

THAT the Board receive this report as information.

**29-2023
Carried**

10. Finance & Administration

A. EWSWA 2023 Budget Approval Status

The Manager of Finance stated that on April 3, 2023, the City of Windsor Council resolved to approve the 2023 EWSWA Budget.

Moved by Rob Shepley

Seconded by Kieran McKenzie

THAT the Board receive this report as information.

B. January – March 2023 Three-Month Operating Financial Review

The Manager of Finance provided a three-month financial review of the Authority's operating costs and revenue for the period of January to March 2023. He noted that the report only included items that have a material variance to budget.

The Manager of Finance noted the following variances:

- Municipal revenue increased marginally by \$26,695.
- An increase of 6,600 tonnes was received at the Regional Landfill from Industrial, Commercial and Institutional (ICI) customers compared to 2022.
- An increase of approximately 23,000 tonnes of non-landfilled material was delivered from ICI customers.
- A positive variance of approximately \$107,000 in revenue from the sale of recyclable material. The material that generated the most revenue was from the sale of aluminum cans and plastics.
- An unfavorable expenditure variance of approximately \$80,000 for the County Blue Box Collection.

The Manager of Finance noted that there were no other significant expenditure variances identified in the first quarter of 2023.

Mr. Morrison asked if there was a trend analysis regarding the 20% increase from ICI customers.

The Manager of Finance stated that the Authority has seen increases due to vines. He noted that any significant variances will be identified in the six-month financial report.

Mr. Morrison asked if the increase in ICI is mostly attributed to the increase in construction.

The General Manager stated that the three-month report is a comparator but the six-month report identifies the trend. Further that the increase in ICI material could be episodic contaminated soil from one construction project.

Moved by Rob Shepley

Seconded by Jim Morrison

THAT the Board receive this report as information.

**31-2023
Carried**

C. 2022 Financial Statements and Auditors' Report

The Manager of Finance presented the Authority's 2022 audited financial statements and KPMG's auditors report. KPMG has issued an "unmodified" audit opinion meaning the financial statements present fairly. He summarized significant figures included in the financial statements and in the report including:

- A receivable from the City of Windsor of approximately \$4.9 million represents the market value of proceeds from the settlement of the MFP suite.
- A post-closure liability of approximately \$16 million that represents the liability that must be recorded per the Public Sector Accounting Board for the Regional Landfill.
- A net long-term liability balance of \$52,488,076 represents a debenture due to Sun Life Assurance Company Limited on account of the Regional Landfill.
- A summary of reserve funds of approximately \$49 million.
- The 2022 final operating surplus totaled \$1,621,982, which has been transferred to the Rate Stabilization Reserve.

The Chair asked if there were any questions. No questions were asked.

Moved by Gary Kaschak

Seconded by Jim Morrison

THAT the Board approve this report, the 2022 financial statements and the associated auditors' report.

**32-2023
Carried**

D. Staffing Requests – 2023 Budget

The General Manager stated that the 2023 Budget included funding for two additional staff positions. The Waste Diversion Project Lead will be a temporary full-time position that will support the Blue Box Transition to Extended Producer Responsibility and the Food and Organic Waste program. The second enhancement will be a Waste Diversion Labourer. This position is currently a part-time position, but with increased employee absences due to COVID and an aging workforce, Authority management has concluded that it cannot operate effectively with only two full-time employees.

The General Manager stated that the positions were included in the 2023 Budget but is requesting formal approval to post the two positions.

Moved by Kieran McKenzie
Seconded by Hilda MacDonald

THAT the Essex-Windsor Solid Waste Authority Board **Approve** the hiring of the following positions as included in the 2023 Operational Plan and Budget:

- Waste Diversion – Project Lead – Temporary Full-time
- Waste Diversion – Labourer, Material Recovery Facility – Full-time.

33-2023
Carried

E. Extension of Agreement for Farmland Rent

The General Manager stated the report is to recommend the execution of the final extension option included in the agreement with Chris Malott Farming Enterprises Inc. (CMFE) for farmland rent. She noted that CFME is a good tenant and has complied with all the terms and conditions of the agreement.

Mr. Kaschak asked if CFME is renting the Cell 5 area.

The General Manager stated that CFME is not renting the Cell 5 area. He is renting the lands around the landfill which are separate properties of the Regional Landfill.

Moved by Rob Shepley
Seconded by Gary Kaschak

THAT the Board authorize the General Manager to execute an extension agreement with Chris Malott Farming Enterprises Inc. for a one-year period November 1, 2023 – October 31, 2024 at the current agreement price of \$276 per acre for 10 parcels of farmland making up 813 acres in the vicinity of the Regional Landfill.

34-2023
Carried

F. Regional Waste Collection Update

The General Manager provided an update related to the motions passed at the June 15, 2022, Essex Council meetings with regard to waste collection within the seven County municipalities.

The General Manager noted that through meetings with the regional CAOs, it was prudent to bring a report back to Essex County Council since the motions passed were during the previous term of Council to ensure there was continued support. She noted that on April 19, 2023, Essex County Council reconfirmed its commitment to a regional approach to waste management in the County of

Essex. The Authority's General Manager and the County of Essex Solicitor and Director of Financial Services/Treasurer will develop by-laws on how this service could be uploaded to the County of Essex.

The Authority has offered to attend individual municipal council meetings to provide additional information and answer questions. The General Manager noted that a presentation had been made to the Town of Tecumseh and presentations were scheduled for the Town of Essex and the Municipality of Leamington

The General Manager stated that a report by EXP will identify the logistics on how this service will be implemented along with the Source Separated Organics program. This report will be brought forward to the Board at a future meeting.

Moved by Rob Shepley

Seconded by Hilda MacDonald

THAT the Board receive this report as information.

**35-2023
Carried**

11. Other Items

No other items were raised for discussion.

12. By-Laws

A. By-Law 3-2023

Moved by Kieran McKenzie

Seconded by Gary Kaschak

THAT By-Law 3-2023, being a By-law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and Frank Dupuis Landscaping & Trucking Ltd. for the Provision of Equipment and Labour for the Screening of Organic Waste at Essex-Windsor Solid Waste Authority Facilities in Essex County

**36-2023
Carried**

B. By-Law 4-2023

Moved by Kieran McKenzie

Seconded by Gary Kaschak

THAT By-Law 4-2023, being a By-law to Authorize the Extension of an Agreement between the Essex-Windsor Solid Waste Authority and Christopher Malott Farming Enterprises, Inc. for the Rental of Farmland in the vicinity of the Regional Landfill.

37-2023
Carried

C. By-Law 5-2023

Moved by Kieran McKenzie
Seconded by Gary Kaschak

THAT By-Law 5-2023, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 2nd day of May, 2023

38-2023
Carried

13. Next Meeting Dates

Tuesday, June 6, 2023
Wednesday, July 12, 2023
Tuesday, August 1, 2023 (Cancelled)
Wednesday, September 13, 2023
Thursday, October 5, 2023
Tuesday, November 7, 2023
Tuesday, December 5, 2023

14. Adjournment

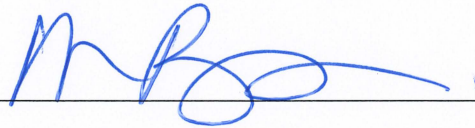
Moved by Rob Shepley
Seconded by Hilda MacDonald
THAT the Board stand adjourned at 6:55PM.

39-2023
Carried

All of which is respectfully submitted.



Gary McNamara
Chair



Michelle Bishop
General Manager



Committee Matters: SCM 201/2023

Subject: Essex Windsor Solid Waste Authority (EWSWA) Annual Report - Essex-Windsor Residential Waste Diversion 2022



ANNUAL REPORT

Essex-Windsor Residential Waste Diversion 2022

Report Date: March 31, 2023

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This document is formatted for accessibility and is available in alternate formats upon request.

Essex-Windsor Residential Waste Diversion

Annual Report for January – December 2022

1 Introduction

The Annual Waste Diversion Report provides information on the waste diversion activities carried out by the Essex-Windsor Solid Waste Authority (EWSWA) during 2022 in compliance with Condition 5.2 of the Environmental Assessment Approval for the Essex-Windsor Regional Landfill.

1.1 Residential Waste Diversion Rate 2022

This report also provides the EWSWA the ability to track any changes in the amount of waste diverted through its waste diversion initiatives from year to year.

In 2022, the seven County of Essex municipalities and the City of Windsor delivered 108,059 tonnes of residential waste to the Regional Landfill. During the same time period, 51,435 tonnes of residential waste were diverted from the landfill via the blue and red box recycling program, municipal hazardous or special waste program, composting, and other waste diversion programs. These waste diversion initiatives resulted in a 2022 residential diversion rate of 32.0%. The 2021 diversion rate was 32.9%.

2022 Residential Diversion Rate is calculated as follows:

$$\frac{51,435 \text{ Tonnes Diverted (see Table 19)}}{108,059 \text{ Tonnes of Residential Refuse Collected Curbside} + 1,342 \text{ Residuals} + 51,435 \text{ Diverted Tonnes}} = \frac{51,435}{160,836} \times 100 = \mathbf{32.0\%}$$

2021 Residential Diversion Rate is calculated as follows:

$$\frac{56,303 \text{ Tonnes Diverted (see Table 19)}}{112,053 \text{ Tonnes of Residential Refuse Collected Curbside} + 2,632 \text{ Residuals} + 56,303 \text{ Diverted Tonnes}} = \frac{56,303}{170,988} \times 100 = \mathbf{32.9\%}$$

2 Programs

2.1 Residential Recycling Blue Box Program

The tonnes of residential recyclable materials collected curbside during 2022 totaled 21,978 tonnes. The overall tonnes of recyclables collected in 2022 were slightly lower compared to the 23,802 tonnes collected in 2021.

A monthly summary and comparison of the tonnes collected curbside from the City and the County in 2021 and 2022 is shown in Table 1. Collection of recyclables in the County was carried out under contract in 2022 by the City of Windsor. Collection of recyclables in the City of Windsor in 2022 was carried out by Green For Life Environmental Inc.

All materials were processed at the EWSWA owned Essex-Windsor Material Recovery Facility (MRF), located at E.C. Row and Central Avenue in Windsor where HGC Management Inc. via contract process delivered materials.

In addition to the residential recyclables collected curbside, 611 tonnes of recyclables were delivered to the EWSWA's Public Drop Off Depots in 2022. This is up slightly from 2021, where 605 tonnes were delivered.

Table 1: Residential recycling blue box collection tonnes by month comparison

Month	2022 County of Essex* Tonnes	2022 City of Windsor Tonnes	2022 Combined Tonnes	2021 Comparable Tonnes
January	912	892	1,804	2,065
February	895	875	1,770	1,761
March	983	917	1,900	1,996
April	900	912	1,813	2,000
May	979	985	1,964	1,870
June	980	973	1,953	2,086
July	899	922	1,821	2,079
August	902	973	1,875	1,838
September	919	888	1,807	1,986
October	784	811	1,595	1,991
November	910	883	1,793	1,921
December	984	900	1,884	2,210
Total:	11,047.00	10,931.00	21,978	23,802

* The County of Essex includes the Town of Amherstburg, the Town of Essex, the Town of Kingsville, the Municipality of Lakeshore, the Town of LaSalle, the Municipality of Leamington, and the Town of Tecumseh. Due to rounding, sum of combined tonnes for 2021 and 2022 will not equal total value.

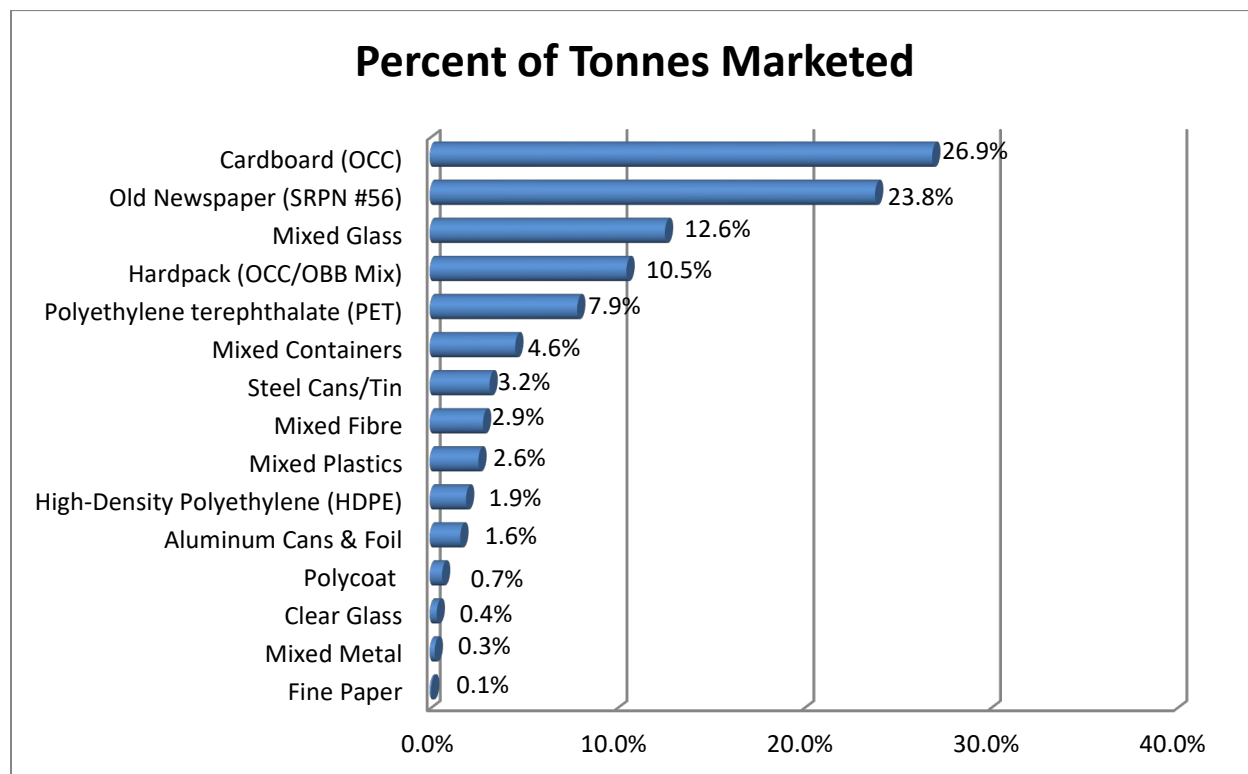
2.2 Recycling Residual Disposal

Recycling Residual is the material that is left over after the processing of the recyclable materials are collected and delivered to the MRF. The residuals consist of contaminated materials, non-recyclable materials, and packaging materials used to secure recyclables placed in the recycle box. A total of 1,342 tonnes of recycling residuals was disposed of in 2022. This is a significant decrease in residuals from 2021 (2,632 tonnes), as there were great favourable changes in market demands and HGC Management Inc. made processing refinements that supported these new market opportunities.

3 Tonnes Marketed

For the purposes of waste diversion calculations, tonnes marketed are used instead of the tonnes collected curbside. The tonnes marketed by material type are shown in Tables 2, 3, and 4. The EWSWA markets all materials processed through the MRF and retains 100% of the revenue from the sale of materials. Revenue from the sale of material in 2022 was approximately \$4,681,016 (see Table 5), representing a basket-of-goods revenue of approximately \$225/tonne compared to a basket-of-goods revenue of \$237/tonne in 2021. This is as a result of exceptionally strong market conditions for the majority of recyclable materials marketed in the first half of 2022. A brief discussion on market conditions and prices for each of the materials follows.

Figure 1: Percent of tonnes for 2022 marketed recyclables



3.1 Fibres

Old Newspaper (SRPN #56)

Ontario market price trends are published annually by the Continuous Improvement Fund's (CIFs) Price Sheet (December 2022). For 2022, SRPN #56 prices ranged from a low of \$82 per tonne to a high of \$218 per tonne. The EWSWA average price for 2022 was \$175 per tonne which is higher than this provincially published CIF average of \$146 per tonne. The EWSWA 2021 average price for SRPN #56 was \$155 per tonne.

Old Corrugated Cardboard (OCC)

The EWSWA price for old corrugated cardboard ranged from a low of \$69 per tonne to a high of \$235 per tonne in 2022. The 2022 EWSWA average price per tonne was \$189 compared to \$208 in 2021. The EWSWA's average price of \$189 per tonne was higher than the provincial average of \$170 per tonne per the CIF Price Sheet - December 2022.

Hardpack (OBB)

(Example: cereal boxes, cardboard)

The EWSWA's prices for this cardboard/boxboard mix ranged from \$11 per tonne to \$165 per tonne in 2022. In 2022, the EWSWA average price was \$112 compared to \$149 per tonne in 2021, again as a result of global market conditions. The EWSWA's average 2022 price of \$112 per tonne was higher than the provincial average of \$85 per tonne per the CIF Price Sheet - December 2022.

Fine Paper

One load of fine paper was sold in 2022 with an average price of \$419 per tonne. This is an increase compared to 2021, as no loads of fine paper were marketed last year due to lower amounts of this material delivered.

Mixed Fibre (SRPN #54)

The pricing for mixed fibre ranged from a low of \$0 per tonne to a high of \$118 per tonne in 2022. This is a decrease from 2021 as market demands for this low-grade fibre decreased and therefore the average price for 2022 was \$92 per tonne compared to \$103 per tonne in 2021.

3.2 Containers

Steel Cans

The 2022 average price was \$367 per tonne compared to \$429 per tonne in 2021. This market price per tonne in 2022 ranged from a low of \$224 to a high of \$566.

Aluminum Cans and Foil

The 2022 average price was \$2,560 per tonne compared to \$2,157 in 2021. Again, due to market fluctuations the price per tonne ranged from \$1,980 to \$3,218 per tonne. Aluminum foil was sold at an average price of \$886 during 2022, whereas in 2021, it sold at \$770 per tonne.

Glass

The 2022 average clear glass price of \$11 per tonne was higher than the 2021 average price of \$0 per tonne, due to markets. Clear glass is the only product that is not marketed FOB (Freight on Board) at the Essex-Windsor MRF. Mixed coloured glass was delivered to the Regional Landfill for use as road base.

Polyethylene Terephthalate (PET)

(Example: plastic water bottles)

The average price was \$595 per tonne in 2022 which is much higher than the 2021 average price of \$491 per tonne.

High-Density Polyethylene (HDPE)

(Example: laundry soap bottles)

The average price was \$601 per tonne in 2022, compared to the 2021 average price of \$1,276 per tonne.

Polycoat and Gable Top

(Example: milk cartons)

Polycoat was sold in 2022 at an average price of \$55 per tonne compared to the average price of \$19 per tonne in 2021.

Mixed Plastics

(Example: tubs & lids, clamshells, trays, cups, plastic bottles, excludes polystyrene and plastic film bags)

The average price was \$160 per tonne in 2022 compared to the average price of \$168 per tonne in 2021.

Mixed Containers

In 2022, due to market availability, the EWSWA was successful to market a low-grade mixed container grade. This started in March and carried through to December 2022. The average price was \$14 per tonne.

Table 2: Marketed fibre summary comparison: 2021 versus 2022

Fibre Material	2021 Tonnes	2022 Tonnes	% Change
Old newspaper (SRPN #56)	4,963	4,976	0.3
Cardboard (OCC)	6,311	5,614	-11.0
Hardpack (OBB)	2,341	2,199	-6.1
Fine paper	0	17	N/A
Mixed fibre (SRPN #54)	787	596	-24.3
Totals:	14,402	13,402	-6.9%

Table 3: Marketed containers summary comparison: 2021 versus 2022

Container Material	2021 Tonnes	2022 Tonnes	% Change
Clear glass	142	79	-45.8
Mixed glass	2,737	2,628	-4.0
Steel cans	772	669	-13.3
Aluminum cans and foil	356	342	-3.9
Polyethylene terephthalate (PET)	1,601	1,648	2.9
High-density polyethylene (HDPE)	388	406	4.6
Polycoat/gable top	83	138	66.3
Mixed plastics	461	544	18.0
Mixed containers	N/A	956	N/A
Totals:	6,540	7,410	13.3%

Table 4: Residential recyclables marketed comparison

Tonnes Marketed	2021 Tonnes	2022 Tonnes
a) Total tonnes marketed	20,942	20,812
b) ICI Tonnes	(630)	(689)
Net marketed residential recyclables	20,312	20,123

Notes: a) Total tonnes marketed less b) ICI delivered tonnes = Net marketed residential recyclables.

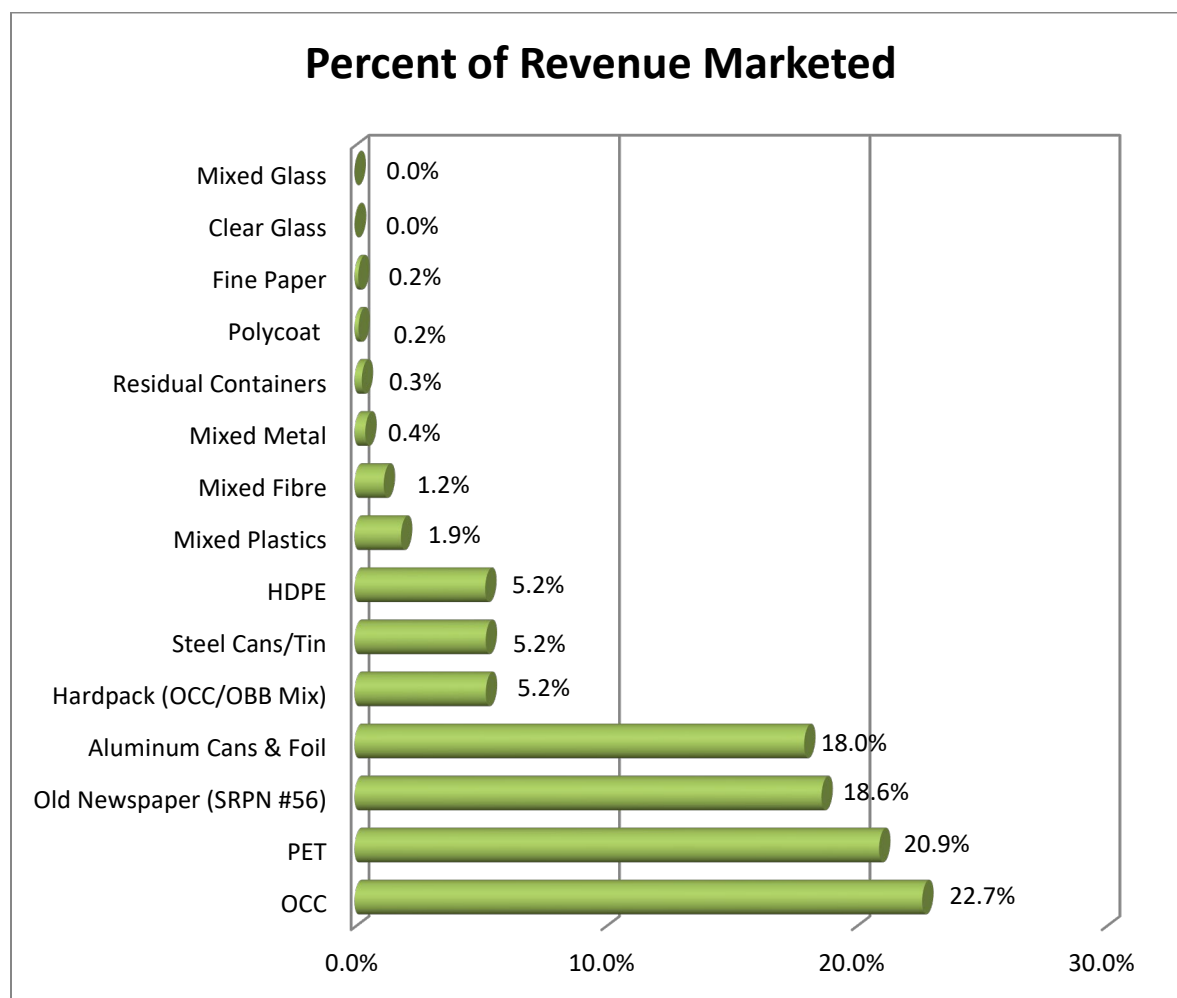
Table 5: Revenue comparison: 2021 versus 2022

Recyclable Material	2021 Revenue	2022 Revenue
Old newspaper (SRPN #56)	\$771,507	\$872,762
Cardboard (OCC)	\$1,311,714	\$1,061,269
Hardpack (OBB)	\$347,701	\$245,421
Clear glass	\$0	\$849
Mixed fibre (SRPN #54)	\$81,149	\$54,733
Steel cans	\$331,266	\$245,252
Fine paper	\$0	\$7,141
Aluminum cans and foil	\$747,075	\$840,396
Polyethylene terephthalate (PET)	\$786,433	\$980,506
High-density polyethylene (HDPE)	\$495,494	\$244,321
Mixed glass	\$0	\$0
Polycoat/gable top	\$1,626	\$7,631
Mixed metal	\$16,259	\$20,215
Mixed plastics	\$77,212	\$86,865
Residual Containers	\$0	\$13,655
Total Revenue	\$4,967,436	\$4,681,016

Table 6: Annual revenue comparison

Year	Revenue
2015	\$3,101,234
2016	\$3,414,055
2017	\$4,241,411
2018	\$3,204,744
2019	\$2,076,450
2020	\$2,180,781
2021	\$4,967,436
2022	\$4,681,016

Figure 2: Percent of revenue marketed in 2022



3.3 Markets

While overall delivered tonnages for 2022 were slightly lower than 2021, total marketed tonnes were very similar to 2021, as a result of market availability. Total revenue remained exceptionally high at the beginning of 2022 for both container and fibre market streams, but then significant market drops lowered final revenue outcomes. Similarly, producer shifts in materials (e.g., cardboard, PET) released out into the Ontario market had direct impacts on collected and marketed blue box tonnage numbers for 2022. Finally, as a result of strong market conditions, the EWSWA was able to market a low-grade mixed container material for the first time in 2022 which had a positive impact on waste diversion numbers.

4 Other Residential Recycling Programs

4.1 White Goods

Since 1991, white goods, such as fridges, stoves, air conditioners, washers, dryers, freezers, dishwashers, etc. have been restricted from landfill disposal. In 2022, the EWSWA’s curbside collection program for white goods across all municipalities in Essex County except Lakeshore (as they run their own program) captured 1,479 white good units (approximately 133 tonnes). The Municipality of Lakeshore reported that they diverted 8 tonnes of white goods through their 2022 program.

While the City of Windsor did not operate a white goods collection program during 2022, there were also 133 tonnes of white goods delivered to the Public Drop Off Depots for a combined total of approximately 274 tonnes. Table 8 details the white goods collection program for each of the municipalities in the County of Essex by month during 2022.

Table 7: Summary of white goods diversion for 2022

White Goods Summary	2022 Tonnes
EWSWA Curbside Essex County Collection	133
Municipality of Lakeshore Program	8
Drop Off Depots	133
Total Tonnes Recycled and Diverted	274

Table 8: 2022 White goods collected through the EWSWA White Goods Program by month in municipalities across Essex County

Month	Amherstburg	Essex	Kingsville	LaSalle	Leamington	Tecumseh	Total for Month
January	35	16	9	11	9	14	94
February	28	8	24	19	17	17	113
March	35	6	13	16	18	8	96
April	44	26	33	24	17	12	156
May	32	17	22	30	21	20	142
June	25	24	35	24	17	18	143
July	37	15	20	22	19	23	136
August	30	16	21	25	12	14	118
September	27	14	36	20	14	17	128
October	29	14	22	24	25	11	125
November	31	12	23	21	13	22	122
December	20	8	16	25	19	18	106
Total Units	373	176	274	261	201	194	1,479

Notes: 1,479 units with the average weight of 90 kilograms per unit results in diversion of approximately 133.11 tonnes.

4.2 Tires

In 2022, RPRAs Datacall resulted in the diversion of approximately 3,001 tonnes of used tires in the Essex-Windsor area. While automotive tire recycling is now offered at many locations across Essex-Windsor, the EWSWA still collects and recycles used tires through the RPRAs program. During 2022, approximately 101 tonnes of used tires were dropped off at EWSWA sites; which are included in the 3,001 tonnes diverted in Essex-Windsor.

4.3 Scrap Metal

There are 40-yard roll off bins located at the Windsor Public Drop-off Depot for the collection of ferrous and non-ferrous scrap metal material. Metal materials are dropped off here from PDO visitors and other programs across the site where it may have been improperly disposed of to ensure it is diverted from the landfill. The metals are sold through a competitive bid process to local scrap dealers. In 2022, approximately 445 tonnes of metals were collected and recycled.

4.4 Electronics Recycling

Under contract with the EWSWA, Quantum Lifecycle Partners Inc. supplies sea containers for the collection of electronics at the EWSWA's Public Drop-off Depots. The EWSWA staff place electronic items that are received from the public in these containers. In 2022, approximately 257 tonnes of computers, televisions, audio visual equipment, and various electronic items were collected through the Waste Electrical and Electronics Equipment (WEEE) stewardship program.

4.5 Deposit/Return Program

The EWSWA has a capture program at its Material Recovery Facility (MRF) for deposit/return containers (i.e. aluminum beer cans; glass, wine, and spirit bottles) that have been collected through the blue box collection program. During 2022, approximately 30 tonnes of deposit/return containers were received at the MRF and are included as part of the 2,329 tonnes that were diverted throughout Essex-Windsor as part of the deposit/return & stewardship program. The 2,329 diversion tonnes figure is calculated as part of the 2022 RPRAs Datacall and is based on the Essex-Windsor population as determined by the latest Statistics Canada census data.

4.6 WE ReCYCLE Bike Program

The EWSWA recognizes the importance of providing waste diversion programs that are convenient and safe for the public to access. In 2021, the EWSWA Board approved a bike reuse program, that supports bikes that are collected at the EWSWA sites to be refurbished and recycled back into the Essex-Windsor area through a community partnership program. In 2022, a total of 813 bikes were dropped off at EWSWA sites, where 657 of those bikes were repaired/reused and the remaining 156 bikes were placed in our scrap metal bin for recycling.

Table 9: Bikes recycled through the WE ReCYCLE program in 2022

Location	Total # of Bikes Dropped Off	Total # of Bikes Repaired/Reused	Total # of Bikes Recycled as Metal
Windsor Public Drop Off	749	625	124
Kingsville Transfer Station #2	64	32	32
Totals:	813	657	156

As the average bike weighs 10 kg, it is estimated that a total of 8,130 kgs or 8.13 tonnes of bikes were dropped off at EWSWA Depots, 6,570 kgs or 6.57 tonnes of those bikes were repaired/reused, therefore, 1,560 kgs or 1.56 tonnes of unrepairable bikes were recycled through the WE ReCYCLE Program in 2022. It is important to note that the 2021 diversion number of 2 tonnes was for the last quarter of 2021, as the program was launched in October 2021.

4.7 Election Signs

As the EWSWA attempts to divert materials where feasible, it has been successful to offer a drop off program at its sites for election signs after an election. As 2022 was an election year that hosted two elections in our region, approximately 1,266 kgs or 1.27 tonnes of signs were dropped off at the EWSWA sites and later recycled.

Table 10: Other recyclables comparison: 2021 versus 2022

Other Recyclable Programs	2021 Tonnes	2022 Tonnes	% Change
White goods (all sites)	277	274	-1.1%
Used tires	3,001	3,001	0%
Scrap & mixed metal	550	445	-19.1%
Electronics	302	257	-14.9%
Deposit/return & stewardship	2,329	2,329	0%
Bicycles	2	7	250.0%
Election Signs	1	1	0%
Total Other Recyclables	6,462	6,314	-2.3%

Notes: RPRA Datacall calculation is based on population for used tires and Deposit/return & stewardship programs in the Essex-Windsor area as reported by the Statistics Canada census.

5 Residential Organics

5.1 Yard Waste

Grass, leaves, tree trimmings, and brush are restricted from disposal at the Essex-Windsor Regional Landfill site. As a result, all local municipalities have established separate collection systems for yard waste, including special collections in January for Christmas trees. Furthermore, individual residents and grounds maintenance contractors also brought yard waste to each of the three Depots operated by the EWSWA in 2022.

The Essex-Windsor residents can set-out their yard waste in: paper bags, wheeled carts, garbage bins, and cardboard boxes to receive curbside collection. Yard waste will not be collected if it is placed in a plastic bag. Approximately 20,768 tonnes of yard waste was received in 2022, which represents a decrease of 15% compared to the 24,521 tonnes delivered in 2021.

Table 11: 2022 Yard waste summary for all EWSWA sites

Material Type	Windsor Public Drop Off	Kingsville Transfer Station 2	Regional Landfill	Total
Municipal Delivered	10,086	1,646	4,143	15,875
Residential Delivered	2,172	793	169	3,134
Total Res. Organics	12,258	2,439	4,312	19,009
*ICI Organics and Pallets	1,062	535	163	1,759
Grand Total (Tonnes)	13,320	2,974	4,474	20,768

Notes: *ICI is Industrial, Commercial, and Institutional delivered material type.

Table 12: Yard waste tonnes comparison: 2021 versus 2022

Material Type	2021 Tonnes	2022 Tonnes
Municipal Delivered	17,994	15,875
Residential Delivered	5,525	3,134
Total Res. Organics	23,519	19,009
*ICI Organics and Pallets	1,002	1,759
Grand Total (Tonnes)	24,521	20,768

*ICI is Industrial, Commercial, and Institutional delivered material type.

5.2 Screened Compost Sales

The EWSWA undertakes an in-depth process to the organics and yard waste it receives to turn it into saleable, quality compost. The composting process involves grinding up yard waste and placing it in long rows called 'windrows'. The material is turned frequently and the temperature is maintained above 55 degrees Celsius in order to kill any pathogens or weed seeds. Once the compost has matured, it is tested, screened, and then sold for use in landscaping, as well as flower and vegetable gardens.

In 2022, compost was sold as bulk (delivered or pick-up), bag-your-own, and prepackaged items as listed below.

Table 13: Compost sales 2022 summary

Compost Material	Quantity Sold	Tonnes
Delivered	1,052 cubic yards	526
Bulk sales	21,047 cubic yards	10,524
Bag-Your-Own	919 bags	51-52
Prepackaged Garden Gold	11,077 bags	199-244
Total Tonnes		11,300 -11,346

Notes: Pre-packaged bag weights are based on approximately 18 to 22 kg/bag; Bag-Your-Own is approximately 55-57 kg/bag; Bulk compost is approximately 500 kg/cubic yard. Compost weight is expressed in 'ranges' due to the differing moisture content & density. One cubic yard = one bucket from the small EWSWA loader in Windsor. Weights are approximate.

Under contract to the EWSWA, Frank Dupuis Landscaping and Trucking provided delivery services for the sale of 526 tonnes of bulk compost locally. In total, 10,524 tonnes of compost was sold through the bulk sale program to residents and businesses at EWSWA Depots. Additionally, approximately 11,077 prepackaged bags of compost were sold at the Depots. Many residents also bagged their own compost at one of the Depots. The combined total weight of compost sold in 2022 was approximately between 11,300 to 11,346 tonnes. In 2022, compost sales totalled \$239,327.

5.3 Backyard Composting

Backyard composters (BYC) with the brand name "The Earth Machine" and "The Green Cone" were sold to Essex-Windsor residents in 2022. The Earth Machine was sold through local Home Hardware stores year-round. Both units were sold during an EWSWA week long spring sale. Approximately 43 Earth Machine units were sold through the Home Hardware stores and 40 units were sold during the spring Inventory Sale for a total of 83 units sold in 2022. There were 5 Green Cones sold in 2022 through Home Hardware stores and 11 units were sold during the spring Inventory Sale for a total of 16 units sold in 2022. This brings the cumulative total to 835 Green Cones distributed since 2010, which is when they were first introduced to the area. The combined BYC distributed in 2022 was 99 units bringing the total number of units sold since 1988 to 40,247 units.

Current research has indicated that approximately 100 kg/year/BYC is diverted as a result of the backyard composting program. This translates into 4,025 tonnes of organic waste diverted from the landfill through this program. This does not consider homemade composters or composting done independent of the EWSWA’s backyard composting program.

Table 14: Residential organic waste reduction comparison: 2020 – 2022

Residential Organic Programs	2020 Tonnes	2021 Tonnes	2022 Tonnes
BYC Program	4,006	4,015	4,025
Mulching Blades	1,343	1,343	1,343
Yard Waste (Residential)	24,810	23,519	19,009
Total Residential Organics	30,159	28,877	24,377

Notes: The mulching blade program was no longer directly offered through EWSWA after 2001. Even though mulching blades and mowers are used by residents in the area, it can’t be measured for the purposes of this report; therefore, no increase in diversion is indicated.

6 Promotion and Education (P&E)

6.1 Community Outreach

The EWSWA staff traditionally organize promotions and events to engage residents in waste diversion activities. Initiatives like the online Scavenger Hunt for Earth Day, actual in-person Earth Day Event at Malden Park, a spring inventory sale, a digital campaign for Waste Reduction Week and an information booth at County Council Orientation, as well as print information on various EWSWA programs are some of the many strategies use in 2022.

After Covid-19, in person presentations were limited again in 2022 as they were in the previous two years in schools. As a result, the EWSWA is supporting all school boards with waste diversion inquiries, resources, and questions as needed. As well, the EWSWA supported special requests by school boards like MRF tours to school ambassador programs to liaise and better educate the new waste diversion school leaders.

There were eighteen special events serviced with blue box program recycling carts in 2022 to better support waste diversion at local community events.

6.2 Special Community Events

One notable event that the EWSWA serviced in 2022 was the Can-Am Police-Fire Games. The City of Windsor was selected to host the games in 2022 and the event took place from July 25-31, 2022.

Early in the planning stages of the games, the organizing committee established that it was essential for the opening ceremonies at Festival Plaza to be “zero-waste”. As the EWSWA operates a special-events recycling program, the City of Windsor contacted the EWSWA to provide recycling services for the opening ceremonies, as well as support for conducting a zero-waste event. To promote the games, mobile billboards were designed for GFL’s trucks (76 in total) with GFL agreeing to cover the cost. Greener Farms, a local food waste diversion company, was brought on board as well to provide organics recycling and the YQG Green Team was tasked with providing volunteers to sort through waste at the event.

Estimated attendance for the opening ceremonies was 2,000. It was a very busy event, with substantial amounts of food being served. By the end of the night, all of the organics and recyclables had been picked up, sorted, recycled, and the residual waste (actual garbage) from the event which notably only filled two regular sized garbage bags.

6.3 Waste Reduction Hotline

The EWSWA maintains a Waste Reduction Hotline (1-800-563-3377), where EWSWA staff will answer residential questions, or redirect the call to the appropriate staff or department.

6.4 Print Newsletter

The EWSWA issues an annual newsletter called Enviro Tips which is delivered to each household and is available online. In fall 2022, the newsletter “Enviro Tips” was delivered to every household, apartment, farm, and business in Windsor/Essex County. Over 171,000 newsletters were delivered. The newsletter featured the Recycle Coach App, tips to reduce food waste, information about backyard composters and Green Cone digesters, and other waste diversion tips and program reminders.

6.5 E-Newsletter

E-newsletters are also part of the program as they are low cost and another way to reach residents. The EWSWA has 3,323 e-newsletter subscribers.

Industry standards indicate that a decent open rate is anything between 20-33%. Open rates for e-newsletters are as follows: Gold Star 2022, 53%; Spring Sale 2022, 49%; Earth Day 2022, 55%.

6.6 EWSWA Website

The EWSWA website (www.ewswa.org) is updated on a regular basis to provide detailed information and public education to residents. Topics covered range from waste management and reduction, to details regarding waste diversion activities. Through the website, residents have access to instructions, tenders, reports, calendars, acceptable recycle box materials, incentives, etc. In 2022, there were approximately 51,634 hits on the website bringing the total hits to 467,894 hits since the launch of this website in 2012; the monthly average hits in 2022 had a duration of approximately 1.52 minutes. The 'What Goes Where' material search database resulted in 17,931 searches and municipal calendar searches were at 67,704 searches in 2022. In 2022, method of access by device was 60.1% mobile; 35.1% desktop computer, and 3.8% tablet.

6.7 Recycle Coach App

Recycle Coach is an app which makes recycling and collection schedule information easy to find. The app is continuously developing new programs to combat complacency and get people re-engaged in recycling. It promotes best practice ideas on better waste management to improve outcomes such as increasing recycling, proper disposal and diversion of solid waste, etc. In 2022, the EWSWA made it a priority to promote this app and get local residents onboard with accessing information around solid waste through this app. As a result, increased metrics listed below were noted for Recycle Coach in 2022:

Total Users: 26,416*

Total Interactions: 2,922,775

- Reminders: 2,728,826
- Notifications: 80,992
- Material Searches: 17,931
- Page Views: 27,322
- Calendar Views: 67,704

* Note: In 2021, there was a tracking metric for EWSWA website users accessing Recycle Coach's "What Goes Where" via the EWSWA website – which was included in the metrics as 'subscribers'. This metric is no longer included in the subscriber number, as it tracks material searches, and therefore is tracked as a stand-alone metric "Material Searches".

6.8 Agorapulse

In 2022, the EWSWA began using Agorapulse to better manage and enhance its capability to schedule social media posts. Agorapulse is a full-featured social media management platform. Some of its features include a variety of methods to publish content, schedule posts and report about social account usage. It allows the Waste Diversion team to stay organized, save time, generate reports, and easily manage social media accounts – all from one convenient platform. The EWSWA subscribed to the Agorapulse platform on March 16, 2022, therefore, the 2022 stats only include nine full months of data and reporting.

6.9 Facebook

- Fans: 267
- Engagement: 1,290
- Impressions: 178,197

Definitions

- *Fans are the number of people who are following the EWSWA's Facebook page.*
- *Engagement is the number of fan interactions (reactions, comments, shares, clicks, and private messages) with the EWSWA Facebook page.*
- *Impressions are the number of times the EWSWA page has been viewed during the selected period (2022). This includes paid, organic, and viral impressions.*

Facebook Publishing:

- Posts Published: 309
- Posts Reach: 55,959
- Engaged Users: 1,708

6.10 Twitter

- Followers: 966
- Engagement: 476
- Users' Activity: 10 am on Tuesday

Definitions

- *Followers are the number of people who are following the EWSWA on Twitter.*
- *Engagement is the number of followers' interactions (likes, replies and retweets) with the EWSWA Twitter profile.*
- *Users' Activity refers to the average days and hours users interacted the most with the EWSWA's content – based on inbox activities (mentions and direct messages).*

Twitter Publishing:

- Tweets Published: 218
- Likes: 204
- Retweets: 253
- Engagement: 457

6.11 Instagram

The EWSWA added Instagram to its social media accounts in 2021.

- Followers: 171
- Engagement: 167
- Impressions: 6.2K

Definitions

- *Followers is the number of people following the EWSWA on Twitter.*
- *Number of followers' interactions (likes, saves, comments and direct messages) to the EWSWA Instagram profile.*
- *Impressions is the number of times the EWSWA profile's content has been viewed during the selected period.*

6.13 Google – Public Drop Off Depot Statistics

The EWSWA strives to always ensure Google information is up-to-date as many people visit Google for topics like:

- Holiday Closures
- Hours of Operation

- Traffic Flow (heavy traffic / light traffic)
- Photos
- Reviews
- Accepted Materials

During a search, Google logs 'behavior' metrics, as well as the resulting 'action' from the search (a visit to the organization's website, request directions, call, etc.).

Some key Google statistics for EWSWA's Public Drop Off Depot 'searches' (statistical average is over 3 months):

- 4.3/5 star rating - based on public reviews
- 4,201 EWSWA business profile interactions
- 26,252 people viewed the EWSWA profile (via mobile 69%, via desktop 22%, via Google maps 8% mobile, via Google maps desktop 1%)
- 10.5K activity (website, calls, photo views, direction requests)

Through "Google Business Profile Manager" (launched in 2018), the EWSWA staff have the ability to post updates (holiday closures, change in hours, photos), as well as post messages and respond to reviews.

6.14 Organics Survey

To comply with Ontario's Food and Organic Waste Policy Statement, which will require certain municipalities in Essex-Windsor to achieve specific reduction and recovery target rates by 2025, the Region will be implementing a new green bin program that will divert organic waste away from our greatest asset, the Essex-Windsor Regional Landfill.

To prepare for this massive waste management program change in Essex-Windsor, the EWSWA partnered with the City of Windsor to create a survey to ask residents about their values, beliefs, behaviours and barriers around a new green bin program. The survey launched on April 18, 2022 through Windsor's SurveyMonkey account and closed on May 31, 2022. This survey was launched just in time for the local Earth Day event to capitalize on high attendance numbers that are historically present at this annual event. It was promoted by all partners, as well as through the EWSWA's: EWSWA.org, e-newsletter, intranet to staff, and social media accounts. The

EWSWA also shared the survey with all of its municipal partners with the intention to reach more local residents through their municipal connections. Other organizations like Devonshire Mall, Essex-Windsor Conservation Authority (ERCA), and YQG Green also promoted this Survey. Finally, paid advertising through Facebook was done to boost overall participation.

The survey was provided to participants at multiple green events such as: Earth Day, on-line Earth Day scavenger hunt via the Goose Chase App, Devonshire Mall clean-up day, and ERCA's tree planting event. Administration was pleased by the participation at the EWSWA tent at the Earth Day event, as well as, the interest from the public on what a new green bin program would look like. Specifically, there was much dialog around odour and collection frequency, and many discussions around 'why are you waiting so long to launch the organics program?'

- The survey consisted of nine questions
- A total of 2,534 residents filled out and submitted a complete organics survey
- 75% of residents answered "yes" that they would participate in a curbside green bin collection program

6.15 Gold Star Program

In 2016, the EWSWA launched a new recycling incentive program aimed at increasing public awareness regarding the red and blue box recycling program. Residents were encouraged to apply for a new "Gold Recycling Box" through a program that evaluated their curbside recycling, provided feedback and rewarded successful recyclers with a gold box. The program's ultimate objective is to decrease the amount of contamination being set out by residents and thereby decrease the amount of residual waste leaving the MRFs. The program was renewed in 2017 and 2,050 residents registered for the "Gold Star" program and by 2018, 1,217 more homes were awarded a gold box. Due to the community engagement in this program, it continues to be offered each year to residents. In 2022, 108 more applicants registered for the program and 102 were awarded gold star boxes (6 had no boxes out). To date, 2,769 homes have registered to have their recycling inspected and were rewarded for excellent recycling habits with a Gold Box.

6.16 LaSalle Buckslip

The EWSWA designed a buckslip for inclusion in the Town of LaSalle tax bills for publication in early 2022. The buckslip featured the Recycling Recharge campaign which reminded residents to have their recycling out on time, to separate containers from paper materials, and to look for an Oops Sticker if the recycling box/cart was not collected. The Town of LaSalle printed and delivered the buckslips in the tax bill to approximately 15,000 residences.

7 Municipal Hazardous or Special Wastes (MHSW) Program

7.1 MHSW Depots

The EWSWA opened its Windsor MHSW Depot in October 1995. In addition to the Windsor facility, the EWSWA opened a second MHSW Depot at Transfer Station No. 2 in the Town of Kingsville in 1997. A third depot was opened at the Essex-Windsor Regional Landfill in October 2013. These Depots replaced the annual Household Chemical Waste Days held in Essex-Windsor. A total of 528,135 litres and 108,758 kg of MHSW materials were delivered to the sites in 2022. See Table 15 and 16 for details.

7.2 Reuse Centre

A Reuse Centre has been operational at the Windsor MHSW facility since 1995.

Paint is distributed in both 1-gallon and 5-gallon pails for reuse. According to the records, 1,403 residents accessed the Reuse Centre and took 37,829 products or approximately 54,530 kg of paint and miscellaneous materials in 2022 compared to 23,672 products or 33,954 kg of reusable materials in 2021. It is important to note that due to the Covid-19 pandemic, the Reuse Centre was not open for a portion of 2021.

Table 15: Municipal Hazardous or Special Waste for 2022 in litres

Material	MHSW from Facilities	Reuse Centre Quantities	Total
Adhesives/flammable liquids	65,455	10,885	76,340
Aerosols	7,407	988	8,395
Antifreeze (Glycol)	9,599	0	9,599
Corrosive liquid	5,379	1,196	6,575
Inorganic acids	1,715	0	1,715
Paints & Coatings	190,187	37,482	227,669
Pesticides	4,020	459	4,479
Waste oils (used motor oil, hydraulic oil, etc.)	183,488	0	183,488
Cooking oil	9,875	0	9,875
Total MHSW Litres	477,125	51,010	528,135

Table 16: Municipal Hazardous or Special Waste for 2022 in kilograms

Material	MHSW from Facilities	Reuse Centre Quantities	Total
Car batteries	22,281	0	22,281
Dry cell batteries	14,628	0	14,628
Fire extinguishers	2,852	0	2,852
Fluorescents/misc. lamps/ballasts	23,794	0	23,794
Inorganic oxidizers	2,394	3,520	5,914
Mercury (HG items)/lead	47	0	47
Pharmaceuticals	2,054	0	2,054
Plastic used oil containers	14,500	0	14,500
Propane cylinders	3,230	0	3,230
Propane tanks/misc. tanks	17,257	0	17,257
Corrosive solids (e.g. cement)	1,467	0	1,467
Waste oil filters	734	0	734
Total MHSW Kilograms	105,238	3,520	108,758

Table 17: MHSW Diversion Comparison

	2021 Tonnes	2022 Tonnes
MHSW recycled or reused	670	637
MHSW not recycled	(17)	(16)
Total MHSW Diverted	653	621

Note: Examples of MHSW materials not recycled include: inorganic acids, inorganic oxidizers, pharmaceuticals, corrosive liquids, and pesticides.

7.3 Waste Motor Oil

Waste motor oil is collected curbside alongside the residential recycling program. As well, residents are able to deliver waste oil to EWSWA's MHSW facilities. The quantity of waste oil collected during 2022 was 183,488 litres, which is down by 5.1% compared to the 193,375 litres collected in 2021. The quantity of oil collected by month is shown in Table 18 with historical data over four years.

Table 18: Litres Waste Oil collected

Month	2019 Litres	2020 Litres	2021 Litres	2022 Litres
January	8,875	13,825	7,950	9,150
February	6,025	5,925	4,300	4,175
March	11,025	11,425	23,625	14,875
April	20,850	19,125	20,700	12,675
May	17,950	6,750	14,625	18,500
June	20,900	21,625	21,950	24,973
July	20,075	23,825	17,000	18,665
August	18,725	20,475	19,250	17,750
September	17,950	26,700	18,775	19,083
October	15,275	20,900	14,850	17,838
November	14,275	18,900	15,925	17,072
December	11,525	15,175	14,425	8,732
Total:	183,450	204,650	193,375	183,488

Note: Due to contractor change in 2021, the data for 2021 and 2022 accounts for all types of oil collected, both hydraulic and motor.

7.4 Waste Cooking Oil

Used cooking oil is free for residents to drop off at EWSWA MHSW facilities at the City of Windsor Public Drop Off and the Kingsville Transfer Station #2. Sanimax collects the cooking oil which is then filtered and cleaned, and later marketed to be mixed with diesel fuel to create biodiesel. In 2022, the total amount of cooking oil collected at both sites totalled 9,875 kg or 9.875 tonnes.

8 Overall Summary of Residential Diversion Quantities

8.1 Residential Waste Diversion

This table below summarizes the residential waste diversion activities detailed in this report.

Table 19: Residential Waste Diversion Summary

Residential Waste Diversion Summary	2021 Tonnes	2022 Tonnes
Net Marketed Recyclables (Table 4)	20,312	20,123
Other Recycling Programs (Table 10)	6,462	6,314
Yard Waste, BYC & Mulching Blades (Table 14)	28,877	24,377
MHSW Waste including Waste Oil (Table 17)	653	621
Total Residential Tonnes Diverted	56,303	51,435

Due to rounding, the Total Residential Tonnes Diverted does not equate to the sum of tables 4, 10, 14, and 17.

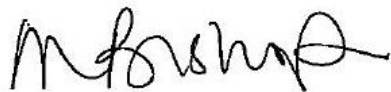
For further information, please contact the undersigned.



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Michelle Bishop

General Manager

MBishop@ewswa.org

Report prepared by:

Carlie Trepanier, Administrative Assistant



Subject: Response to CQ27-2021 - All-Way Stop Warrant - City Wide

Reference:

Date to Council: July 26, 2023

Author: Ian Day

Senior Manager, Traffic Operations & Parking (A)

519-255-6247 x6053

Public Works - Operations

Report Date: June 5, 2023

Clerk's File #: SW2023 & ACOQ2023

To: Mayor and Members of City Council

Recommendation:

THAT Council **APPROVE** the updated All-way Stop Policy as listed in Appendix B.

Executive Summary:

N/A

Background:

At the meeting of City Council on November 15, 2022, Councillor Costante asked CQ27-2021 as follows:

“Asks that Administration report back on opportunities to amend the warrant matrix and incorporate additional factors when determining the installation of 4-way stops in our residential neighbourhoods. This may include certain factors in the warrant threshold be lowered or amended, and may also include other factors such as petitions and school zones to be incorporated in the overall matrix.”

This report is provided in response to the Councillor's question.

During the preparation of this report, Administration conducted a review the current All-way Stop Policy. (Coincidentally, the current All-way Stop policy, approved in 2005, was identified by the Corporate Policy Coordinator as being among several policies in need of review).

The current policy approved by Council in 2005 (**Appendix A**) directed:

*That Council **APPROVE** the recommended updated All-way Stop warrants and policy as listed in Appendix A.*

*That Council **REFER** all requests for All-way Stops relating to speeding to the upcoming Traffic Calming Policy for evaluation and investigation of traffic calming alternatives.*

*That Council **APPROVE** Option B in Appendix B for hearing and reviewing All-way Stop Requests, commencing in late October 2005. (Option B does not include an All-way Stop Committee and all-way stop requests are brought directly to a special meeting of Council in either May or October for final decision)..*

Discussion:

The City's current All-way Stop policy does not reflect the latest criteria for all-way stops as outlined in the Ministry of Transportation's *Ontario Traffic Manual - Book 5, Regulatory Signs* which was (updated) in December 2021. For reasons which will be explained further in this report, Administration is recommending the city's current warrant matrix be amended to mirror the warrants identified in the *Ontario Traffic Manual – Book 5, Regulatory Signs* and that Council approve the attached updated All-way Stop Policy (**Appendix B**).

In the past, installing all-way stops were seen as the solution to many traffic problems.

However, *unwarranted* all-way stop controls often result in the following:

- **Reduced effectiveness.** The overuse and misuse of stop control devices lowers the effectiveness of other traffic control devices.
- **Poor stop sign compliance.** Motorists familiar with the intersection will not come to a complete stop, instead, reduce their travel speed, and accelerate through the intersection when no opposing traffic is observed.
- **False sense of security.** Disregard for the “Stop” signs may decrease safety. Pedestrians may be lured in to the false sense of security by the presence of a “Stop” sign by assuming motorists will stop.
- **Collisions** – an all-way stop can increase the number of rear-end and fixed object collisions, especially if there is a high volume of traffic being required to stop unnecessarily. (A quick analysis of all-way versus 2 way stop controls in the City of Windsor indicates that there is a higher ratio of incidents at all-way stops. An in-depth analysis would be required to determine the root cause, however a high level review was done for three areas in the City and in 2 of those areas, there was a higher ratio of incidents at the all-way stops).
- **Speeding** - the unnecessary delay from a stop sign results in motorists increasing their travel speed between intersections to make up for the perceived time lost. Average speeds actually increase between intersections with stop signs. Residents in the middle of the block could experience higher than previous speeds as studies indicate an increase in speeds mid-blocs on either side of the stop control.
- **Emergency Response** - response time for emergency services vehicles is negatively impacted because they are required to come to a complete stop at all

stop signs as per the Highway Traffic Act. Therefore, adding stop signs to residential areas in particular will increase the response of both Fire and Ambulance services to residential calls.

- **Noise and Air Pollution** – residents living nearest to the intersection experience an increase in traffic noise from vehicles stopping and accelerating (braking noise and engine noise). Stopping and accelerating also increases environmental emissions and fuel consumption.

In 2005, a review at that time of the City’s All-way Stop policy found that, by and large, the City of Windsor’s policy had the most generous warrants for meeting the requirements for an All-Way Stop in Ontario. (At that time, it was estimated that there were 135 unwarranted all-way stops in the City). Further, it noted that *“the policy was inconsistent with the trends and focus of other municipality’s policies and was deficient in many of the more progressive aspects of other policies relating to environmental responsibility, driver and pedestrian safety and maintaining sustainable and efficient transit services”*.

Based on the significant volume of all-way stops that were being installed in the City and calls from residents that drivers were not stopping on stop signs, Council approved a policy and warrant procedure with regard to all-way stops that was inline with other municipalities, industry standards and guideline recommendations at that time.

However, since then, other significant tools and practices to deal with speeding or pedestrian safety have been developed and effectively implemented. Such measures are outlined in various policies including the School Neighbourhood Policy, the Traffic Calming Policy, etc., and include:

• Speed humps or tables	• Lane narrowing
• Textured crosswalks	• Traffic circles
• Raised crosswalks	• Directional closures
• Raised intersections	• Speed feedback signs
• Raised median islands	• Lower speed limits
• Curb radius reductions	• Movement restrictions
• Curb or sidewalk extensions	

The items noted above, while addressing speeding and/or pedestrian safety, importantly also eliminate the installation of an otherwise unwarranted all-way stop.

In order to reduce the installation of additional unwarranted all-way stops, Administration recommends adopting the updated All-way Stop Policy as listed in Appendix B, which mirrors *Ontario Traffic Manual - Book 5, Regulatory Signs* as it pertains to all-way stops. The Ontario Traffic Manuals are developed using the Transportation Association of Canada’s, Manual on Uniform Traffic Control Devices Canada document, which is the Canadian version of the Manual on Uniform Traffic Control Devices as developed by the US Federal Highway Administration.

The purpose of the Ministry of Transportation's (MTO) Ontario Traffic Manual (OTM) is "to provide information and guidance to transportation practitioners and to promote uniformity of treatment in the design, application and operation of traffic control devices and systems across Ontario. The objective is safe driving behaviour, achieved by a predictable roadway environment through the consistent, appropriate application of traffic control devices."

By adopting *Ontario Traffic Manual - Book 5, Regulatory Signs* regarding All-way stop controls, a predictable roadway environment for drivers and pedestrians alike is supported.

It is in this context as well as the earlier identified concerns regarding unwarranted all-way stops that Administration does not recommend amending the warrant matrix to incorporate other factors such as petitions or school zones or lowering warrant threshold. As noted earlier in the report, there are now additional effective tools and practices to deal with speeding or pedestrian safety.

Ontario Traffic Manual - Book 5, Regulatory Signs – All-way Stops

Regarding the installation of all-way stops, the *Ontario Traffic Manual - Book 5, Regulatory Signs* states all way stops **MUST NOT** be used:

- As a speed control device.

With respect to all-way stops, the *Ontario Traffic Manual - Book 5, Regulatory Signs* states that all-way stop controls **should be considered only under the following situations:**

- As an interim measure, where traffic control signals are warranted but cannot be implemented immediately;
- At locations having a high collision frequency where less restrictive measures have been tried and found inadequate; or
- As a means of providing a transition period to accustom drivers to a change in intersection right-of-way control from one direction to another.

With respect to all-way stops, the *Ontario Traffic Manual - Book 5, Regulatory Signs* states that all-way stop controls **should not** be used under the following conditions:

- Where the protection of pedestrians, school children in particular, is a prime concern. This concern can usually be addressed by other means;
- On roads where progressive signal timing exists;
- On roads within urban areas having a posted speed limit in excess of 60 km/h;
- At intersections that are not roundabouts having less than three, or more than four, approaches;

- At intersections that are offset, poorly defined or geometrically substandard;
- On truck or bus routes, except in an industrial area or where two such routes cross;
- On multi-lane approaches where a parked or stopped vehicle on the right will obscure the STOP sign;
- Where traffic would be required to stop on grades;
- As a means of deterring the movement of through traffic in a residential area;
- Where visibility of the sign is hampered by curves or grades, and insufficient safe stopping distance exists; or
- Where any other traffic device controlling right-of-way is permanently in place within 250m, with the exception of a YIELD sign.

Under the *Ontario Traffic Manual - Book 5, Regulatory Signs*, the criteria for an all-way stop are as follows:

All-way Stop Minimum Volume Warrant (Arterial and Major Roads)

All-way stop control may be considered on major roads where the following conditions are met:

- *The total vehicle volume on all intersection approaches exceeds 500 vehicles per hour for each of any eight hours of the day;*
- *The combined vehicular and pedestrian volume on the minor street exceeds 200 units per hour (all vehicles plus pedestrians wishing to enter the intersection) for each of the same eight hours, with an average delay to traffic on the minor street (either vehicles or pedestrians wishing to enter the intersection) of greater than 30 seconds; and*
- *The volume split does not exceed 70/30. Volume on the major street is defined as vehicles only. Volume on the minor street includes all vehicles plus any pedestrians wishing to cross the major roadway.*

All-way Stop Minimum Volume Warrant (Minor Roads)

All-way stop control may be considered on minor roads where the following conditions are met:

- *Total vehicle volume on all intersection approaches exceeds 350 for the highest hour recorded; and*

- *Volume split does not exceed 75/25 for three-way control or 65/35 for four-way control. Volume is defined as vehicles only.*

All-way Stop Collision Warrant

For the purposes of this warrant, a high accident frequency is an average of four collisions per year over a three-year period. Only those accidents susceptible to relief through multi-way stop control must be considered (i.e., right angle and turning type collisions).

Included in this warrant are those locations where visibility problems exist which limit the safe approach speed to less than 15 km/h, thereby creating an unreasonable accident potential. Special advance warning or overhead flashing lights may be necessary to augment the control if vertical or horizontal alignment is a factor.

Appendix B contains the proposed All-way Stop policy.

Risk Analysis:

Unwarranted all-way stops often result in reduced effectiveness of other traffic control devices, result in overall poor stop sign compliance, create a false sense of security for pedestrians, increase the number of rear-end and fixed object collisions, increase instances of mid-block speeding, delay emergency vehicle response times and increase noise and air pollution

Climate Change Risks

Climate Change Mitigation:

All-way stops increase greenhouse emissions. As noted in Council Report 11541, the greenhouse gas emissions related to one all-way stop is;

657 kg of hydro carbons

8,760 kg of carbon monoxide

675 kg of nitrogen oxide

65,700 kg of carbon dioxide

(Source: Ministry of Municipal Affairs and Housing)

There are currently 230 all-way stops in the City, totalling the emissions at 17,432,160 kg (17,432.16 metric tonnes).

The addition of even one unwarranted all-way stop has a significant effect on greenhouse gas emissions in the City

Climate Change Adaptation:

N/A

Financial Matters:

There are no immediate financial implications with adopting the proposed All-way Stop policy (Appendix B) which will eliminate the installation of additional unwarranted all-way stops.

With respect to all-way stops, the cost per sign for installation can cost between \$250 and \$1,000 depending on the underground conflicts. Therefore, to upgrade a typical 2-way or 1-way stop to an all-way stop costs the City in the range of \$2,000 per location. On-going maintenance for the additional signs is \$500 per sign/year.

Stop signs are considered regulatory signs and under the Minimum Maintenance Standards, they require immediate attention when damaged. This means that after hour emergency call outs to staff will increase, hence further increasing overtime/maintenance costs. These costs are difficult to predict and are non-recoverable.

Ongoing sign maintenance is included in the Traffic Operations annual operating budget. Should there be a need for additional funding as a result of the implementation of this policy, a budget issue will be brought forward. At this time, the annual amount is considered reasonable and appropriate.

Consultations:

Jeff Hagan, Senior Transportation Planning Engineer

Cindy Becker, Financial Planning Administrator – Public Works

Barry Horrobin, Director of Planning & Physical Resources

Dana Paladino, Deputy City Solicitor – Purchasing, Risk Management and POA

Rob Slater, Executive Initiatives Coordinator

Conclusion:

Administration recommends adopting an updated All-way Stop Policy as listed in Appendix B, which mirrors the *Ontario Traffic Manual - Book 5, Regulatory Signs*. By adopting this policy, a predictable roadway environment for drivers and pedestrians is supported.

Amending the warrant matrix to incorporate other factors such as petitions or school zones or lowering the warrant threshold is not recommended as other effective tools and practices are available to deal with speeding or pedestrian safety

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator – Public Works - Operations
Shawna Boakes	Executive Director of Operations
Chris Nepskzy	Commissioner, Infrastructure Services, City Engineer
Janice Guthrie	Commissioner, Corporate Services, City CFO/ Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- Appendix A – Previous All-Way Stop Warrant Policy/Report
- Appendix B – Proposed New All-Way Stop Policy & Warrant Checklist

Appendix A

Previous All-Way Stop Warrant Policy/Report

Proposed All Way Stop Warrants (2005)2
Additional Notes to be included with Policy3
Option 1: New All Way Stop Committee – Procedure4
Option 2: Special Meeting of Council Twice Per Year – Procedure5

Proposed All Way Stop Warrants

Warrant Group	Minimum Warrants	Information	Warrant Compliance Yes / No
Warrant Group 1	If location satisfies either a or b, then an all way stop is warranted.		
	a) Traffic Signals are warranted, all way stop used as a temporary measure.		
	b) Average of three accidents per year over a three year period of a type susceptible to correction by such an installation.		
Warrant Group 2	If location does not satisfy either c, d, and e then all way stop is not permitted.		
	c) If the proposed location is on a Transit Route (Proposed or Existing) or Truck Route, then no all way stop will be permitted.		
	d) If proposed location is within 250 metres of another right of way control measure (Traffic Signal, Other All Way Stop etc) than no additional all way stop will be permitted.		
	e) If the proposed location is not between two "like" classifications of roads, then an All Way Stop will not be permitted. (Example: Intersections between Arterial Roads and Collector Roads or Local Roads will not be permitted to have an All Way Stop.)		
Warrant Group 3	Proposed location must meet the following combination of Traffic Volume criteria to warrant an all way stop.		
	f) Total vehicular volume from all directions is 250 vehicles per hour or more. and satisfies either "i" or "ii"		
	i) Combined vehicular and pedestrian volume crossing the main street (direction with majority of traffic) is 150 units per hour or more.		
	Or		
	ii) The pedestrian volume crossing the main street exceeds 200 units over an 8 hour period.		
	and satisfies condition g		
	g) The volume of traffic on all directions represents a direction split less than or equal to 65% on main road and 35% on the minor road.		

Explanation:

- a) If the proposed location meets the warrants in group 1, then the all way stop will be granted regardless of the remaining warrants.
- b) If the proposed location does not meet the warrants in group 1, and does not satisfy the conditions in group 2 then an all way stop will not be permitted regardless of the outcome of the remaining warrants.
- c) If the proposed location does satisfy the conditions in group 2, and does not meet the warrants in group 3, then an all way stop will not be permitted.
- d) If the proposed location does satisfy the conditions in group 2, and does meet the combination warrants in group 3, then an all way stop will be permitted.
- e) If the proposed location doesn't satisfy the conditions in group 2, and does not meet the combination warrants in group 3, but there are inadequate sight lines/visibility or poor road geometry, special consideration may be given for stop installation.

Additional Notes to be included with Policy:

a) All Way Stops are not be used as a method of speed control. All Way Stops have been proven to increase mid block speeds, and have been known to reduce overall compliance of All Way Stops. All Way Stop requests pertaining to speed control will be directed for potential evaluation for Traffic Calming following the Traffic Calming Policy.

b) All Way Stops will result in an increase in noise and air pollution in the general vicinity of the location and in the neighbourhood at large.

c) At a typical four way stop, the following emissions are released collectively, from all vehicles traveling through a stop each year:

657 kg of hydro carbons

8,760 kg of carbon monoxide

675 kg of nitrogen oxide

65,700 kg of carbon dioxide

(Data Provided by the Ministry of Municipal Affairs and Housing)

Option 1: New All Way Stop Committee – Procedure

A new committee of Council is created to hear All Way Stop requests. The proposed committee would be made up of 5 Council members, one from each ward and the remaining 5 Council members would trade every six months. The Committee would hear requests twice per year, once in May and once in October. The Committee can vote and make a decision but decisions not favorable to the resident may still be brought to Council as a whole.

- a) Resident makes formal request to administration to study the need for an all way stop.
- b) Resident obtains necessary petition signatures within prescribed area.
- c) Administration performs warrant study based on the warrants attached.
- d) Administration reports back to resident regarding results.
 - IF All Way Stop is warranted then report is brought to committee for approval of new all way stop.
 - IF All Way Stop is not warranted then requester is notified that the requested All Way Stop does not meet the prescribed warrants.
- e) Resident then has two choices:
 - i. Resident appears at All Way Stop Committee meeting noting the special circumstances why an All Way Stop should be approved. (Special circumstances cannot include speeding issues or short cutting traffic. Concerns such as those should be brought forward as a request for a review for traffic calming.)
 - ii. End pursuance of All Way Stop because the location did not meet the warrants.
- f) All Way Stop committee will convene to vote on All Way Stop requests
 - If Committee decides to approve the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - IF Committee decides not to approve All Way Stop resident has two choices:
 - i. Resident may request that the All Way Stop request be brought to Council for further consideration.
 - ii. Resident may end pursuance of an All Way Stop because committee did not approve of the All Way Stop.
- g) Resident brings All Way Stop request to Council.
- h) Council makes final decision.
 - i. IF Council approves the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - ii. IF Council does not approve All Way Stop, no all way stop will be erected.

Option 2: Special Meeting of Council Twice Per Year – Procedure

At a special meeting of Council or prior to a regular Council meeting all way stops will be heard twice per year. These special meetings would occur once in May and once in October.

- a) Resident makes formal request to administration to study the need for an all way stop.
- b) Resident obtains necessary petition signatures within prescribed area.
- c) Administration performs warrant study based on warrants attached.
- d) Administration reports back to resident regarding results.
 - i. IF All Way Stop is warranted then report is brought to Council for approval of new all way stop.
 - ii. IF All Way Stop is not warranted then requester is notified that the requested All Way Stop does not meet the prescribed warrants.
- e) Resident then has two choices:
 - i. Bring request to Council noting special circumstances why All Way Stop should be approved (Special circumstances cannot include speeding issues or short cutting traffic. Concerns such as those should be brought forward as a request for a review for traffic calming.)
 - ii. End pursuance of All Way Stop because the location did not meet the warrants.
- f) Resident brings All Way Stop request to special meeting of council either in the Spring or the Fall.
- g) Council makes final decision.
 - i. IF Council approves the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - ii. IF Council does not approve All Way Stop, no all way stop will be erected.

Appendix B

Proposed New Policy & Warrant Checklist

All-Way Stop Policy 2-4
Warrant Checklist 5-6

THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:	Public Works	Policy No.:	
Department:	Traffic Operations	Approval Date:	
Division:	Operations	Approved By:	
		Effective Date:	
Subject:	All Way Stop Policy	Procedure Ref.:	
Review Date:		Pages:	Replaces:
Prepared By:	Ian Day		Date:

1. POLICY

1.1. This policy establishes the all way stop review and approval or denial procedure.

2. PURPOSE

2.1. To define the process for the review, and approval or denial of an all way stop control in the City of Windsor.

2.2. To ensure public safety as it pertains to the use of stop controls.

2.3. To ensure adherence to Provincial and National standards and guidelines as it pertains to the use of stop controls.

3. SCOPE

3.1. This policy applies to any City of Windsor Department reviewing, approving and/or installing stop controls within the public right-of-way.

4. RESPONSIBILITY

4.1. City Council is responsible for:

4.1.1. The final approval and any amendments of the All Way Stop Policy.

4.1.2. To approve funding to install and maintain all ways stops.

4.2. Standing Committees are responsible for:

4.2.1. Reviewing and approving the All Way Stop Policy and any amendments and forwarding committee reports with recommendations to City Council for final approval.

4.3. The Chief Administrative Officer (CAO) is responsible for:

4.3.1. Providing approval of the Street Lighting Policy and any amendments to the Standing Committee Level.

4.3.2. Approving by-law amendments (Delegated Authority) to the Traffic By-Law after the installation of an all way stop.

4.4. Corporate Leadership Team (CLT) is responsible for:

- 4.4.1. Providing approval of the development of the All Way Stop Policy and any amendments prior to the CAO for their authorization.

4.5. Department Head, Senior Manager or Manager is responsible for:

- 4.5.1. Reviewing the All Way Stop Policy to determine whether updates are required.
- 4.5.2. Determine the need of the policy.
- 4.5.3. Consult with other relevant stakeholders.
- 4.5.4. Forward the proposed policy and accompanying report to the CLT for approval.
- 4.5.5. Oversee the all way stop reviews and warrant results.
- 4.5.6. Approving the installation of a new all way stop, removal of an existing all way stop and / or reversal of an existing two way stop when the location meets warrant.

4.6. Traffic Technician is responsible for:

- 4.6.1. Receiving resident request for new all way stop.
- 4.6.2. Completing necessary efforts to collect data for a warrant review and completing the warrant checklist.
- 4.6.3. Make recommendation to Department Head, Senior Manager or Manager with regards to the results of a warrant.
- 4.6.4. Reviewing existing stop controls on an on-going basis to assess the continued need for all way stops or to determine what changes are necessary for increased public safety (i.e. reversal of stop control).

4.7. Transportation Technologist I is responsible for:

- 4.7.1. Preparing report with required by-law amendments for new all way stop, or removal or reversal of an existing all way stop based on the warrant and All Way Stop Policy.

5. GOVERNING RULES AND REGULATIONS**5.1. NEW ALL WAY STOP REQUEST**

- 5.1.1. A resident makes a formal request to administration to study the need for an all way stop. OR Administration identifies the need for an all way stop review due to an internally driven safety review.
- 5.1.2. Administration collects data required and completes a warrant for the location requested. Traffic volumes within the past 3 years are acceptable for the review of this warrant, where existing data is older than 3 years, new data is to be collected.
- 5.1.3. Administration reports back to the resident through the 311 Service Request, with the results of the review
- 5.1.4. If the all way stop is warranted, a by-law update and associated report will be brought to the CAO and the all way stop is installed.

5.1.5. If the all way stop is unwarranted, end pursuance of the all way stop because the location does not meet the warrant.

5.2. ALL WAY STOP REMOVAL

5.2.1. A resident makes a formal request to administration to study to need to remove an all way stop. OR Administration performs a review of an all way stop and determines that significant changes have been made in the area to change the need for an all way stop.

5.2.2. If the all way stop is unwarranted, a by-law update and associated report will be brought to the CAO and the all way stop is removed, leaving the stop control on the lower volume roadway. Administration shall review all other safety factors at the intersection to ensure proper sightlines and parking removal is appropriate and make changes as needed prior to removal.

5.2.3. If the all way stop is warranted, end pursuance of the all way stop removal and the all way stop shall remain in place.

5.3. REVERSAL OF A STOP CONTROL

5.3.1. The reversal of a stop shall be reviewed using the All Way Stop Control Warrant Checklist, specifically reviewing the roadway traffic volumes and classifications.

5.3.2. A resident makes a formal request to administration to study to need to reverse a stop control. OR Administration performs a review of an all way stop and determines that significant changes have been made in the area to change the need for the direction of the stop control.

5.3.3. If the reversal of the two way stop is warranted, a by-law update and associated report will be brought to the CAO and the two way stop is reversed. Administration shall review all other safety factors at the intersection to ensure proper sightlines and parking removal is appropriate and make changes as needed prior to reversal.

5.3.4. If the all way stop is warranted, end pursuance of the all way stop removal and the all way stop shall remain in place.

6. RECORDS, FORMS AND ATTACHMENTS

6.1. All Way Stop Warrant Checklist attached.

Appendix B
S 70/2023 Response to CQ27-2021 – All-Way Stop Warrant

Warrant Group	Minimum Warrants	Notes	Warrant Compliance Yes / No
Warrant Group 1	If location satisfies either a or b, then an all way stop is warranted.		
	a) Traffic Signals are warranted, all way stop used as a temporary measure.		
	b) Collision Ratio of either (highest classification of roadway applies): One approach is a local OR collector road – average of 3 accidents per year over a 3 year period of a type susceptible to correction by such an installation (9 in 36 months). One approach is an arterial road – average of 4 collisions per year over a 3 year period of a type susceptible to correction by such an installation (12 in 36 months). Note 1.		
Warrant Group 2	If location satisfies all conditions c, d, and e, then an all way stop is warranted.		
	c) If the proposed location is on a Transit Route (proposed or existing), has on-street bikeways (proposed or existing) on the currently uncontrolled road or Truck Route, then no all way stop should be permitted *Note 2.		
	d) If proposed location of the new traffic control device is within 250 metres of another right of way control measure (Traffic Signal, Other All Way Stop, etc.) than no additional all way stop should be permitted. *Note 2.		
Warrant Group 3	Proposed location must meet the following combination of Traffic Volume criteria to warrant an all way stop.		
	e) Total vehicular volume from all directions is either (highest classification of roadway applies): One approach is an Arterial Road - 500 (vehicles per hour, highest 8 hours) One approach is a Collector Road - 375 (vehicles per hour, highest 8 hours) Both approaches are Local Roads – 200 (vehicles per hour, highest 4 hours)		
	And		
	f) Combined vehicular and pedestrian volume crossing the main street (direction with majority of traffic) is either: One approach is an Arterial Road – 200 per hour OR 150 per hour with an average delay of >30 seconds, for the highest 8 hours One approach is a Collector Road – 150 per hour OR 120 per hour with an average delay of >30 seconds, for the highest 8 hours		

Both approaches are Local Roads – 75 per hour, for the highest 8 hours		
And		
g) The volume of traffic on all directions represents a direction split less than or equal to 70% on main road and 30% on the minor road. I.e. the minor street must not be less than 30% of the total volume entering the intersection.		

Notes:

1. Stop controls shall not be allowed on expressways and scenic parkways.
2. A supporting traffic operations study may be required to be assessed, along with sound engineering judgement and approval of the Commissionaire of Infrastructure Services.

Explanation:

- a) If the proposed location meets the warrants in group 1, then the all way stop will be permitted regardless of the remaining warrants.
- b) If the proposed location does not meet the warrants in group 1, and does not satisfy all the conditions in group 2 then an all way stop will not be permitted regardless of the outcome of the remaining warrants.
- c) If the proposed location does satisfy the conditions in group 2, and does not meet the warrants in group 3, then an all way stop will not be permitted.
- d) If the proposed location does satisfy the conditions in group 2, and does meet the combination of warrants in group 3, then an all way stop will be permitted.
- e) If the proposed location doesn't satisfy the conditions in group 2, and does not meet the combination warrants in group 3, but there are inadequate sight lines/visibility or poor road geometry, special consideration may be given for stop installation. Other sight line / visibility methods shall be exhausted prior to allowance of stop control devices (i.e. removing additional parking, removing objects in the ROW, obtaining larger easements, etc.).

Additional Notes to be included with Policy:

- a) All Way Stops are not be used as a method of speed control. All Way Stops have been proven to increase mid block speeds, and have been known to reduce overall compliance of All Way Stops. All Way Stop requests pertaining to speed control will be directed for potential evaluation for Traffic Calming following the Traffic Calming Policy.
- b) All Way Stops will result in an increase in noise and air pollution in the general vicinity of the location and in the neighbourhood at large.
- c) At a typical four way stop, the following emissions are released collectively, from all vehicles traveling through a stop each year:
 657 kg of hydro carbons 8,760 kg of carbon monoxide 675 kg of nitrogen oxide 65,700 kg of carbon dioxide
 (Data Provided by the Ministry of Municipal Affairs and Housing)

Subject: Response to CQ27-2021 - All-Way Stop Warrant - City Wide

Reference:

Date to Council: May 24, 2023

Author: Ian Day

Senior Manager, Traffic Operations & Parking (A)

519-255-6247 x6053

iday@citywindsor.ca

Public Works - Operations

Report Date: May 5, 2023

Clerk's File #: SW2023 & ACOQ2023

To: Mayor and Members of City Council

Recommendation:

THAT Council **APPROVE** the updated All-way Stop Policy as listed in **Appendix B**.

Executive Summary:

N/A

Background:

At the meeting of City Council on November 15, 2022, Councillor Costante asked CQ27-2021 as follows:

“Asks that Administration report back on opportunities to amend the warrant matrix and incorporate additional factors when determining the installation of 4-way stops in our residential neighbourhoods. This may include certain factors in the warrant threshold be lowered or amended, and may also include other factors such as petitions and school zones to be incorporated in the overall matrix.”

This report is provided in response to the Councillor's question.

During the preparation of this report, Administration conducted a review the current All-way Stop Policy. (Coincidentally, the current All-way Stop policy, approved in 2005, was identified by the Corporate Policy Coordinator as being among several policies in need of review).

The current policy approved by Council in 2005 (**Appendix A**) directed:

*That Council **APPROVE** the recommended updated All-way Stop warrants and policy as listed in Appendix A.*

*That Council **REFER** all requests for All-way Stops relating to speeding to the upcoming Traffic Calming Policy for evaluation and investigation of traffic calming alternatives.*

*That Council **APPROVE** Option B in Appendix B for hearing and reviewing All-way Stop Requests, commencing in late October 2005. (Option B does not include an All-way Stop Committee and all-way stop requests are brought directly to a special meeting of Council in either May or October for final decision).*

Discussion:

The City's current All-way Stop policy does not reflect the latest criteria for all-way stops as outlined in the Ministry of Transportation's *Ontario Traffic Manual - Book 5, Regulatory Signs* which was (updated) in December 2021. For reasons which will be explained further in this report, Administration is recommending the city's current warrant matrix be amended to mirror the warrants identified in the *Ontario Traffic Manual – Book 5, Regulatory Signs* and that Council approve the attached updated All-way Stop Policy (**Appendix B**).

In the past, installing all-way stops were seen as the solution to many traffic problems.

However, *unwarranted* all-way stop controls often result in the following:

- **Reduced effectiveness.** The overuse and misuse of stop control devices lowers the effectiveness of other traffic control devices.
- **Poor stop sign compliance.** Motorists familiar with the intersection will not come to a complete stop, instead, reduce their travel speed, and accelerate through the intersection when no opposing traffic is observed.
- **False sense of security.** Disregard for the “Stop” signs may decrease safety. Pedestrians may be lured in to the false sense of security by the presence of a “Stop” sign by assuming motorists will stop.
- **Collisions** – an all-way stop can increase the number of rear-end and fixed object collisions, especially if there is a high volume of traffic being required to stop unnecessarily. (A quick analysis of all-way versus 2 way stop controls in the City of Windsor indicates that there is a higher ratio of incidents at all-way stops. An in-depth analysis would be required to determine the root cause, however a high level review was done for three areas in the City and in 2 of those areas, there was a higher ratio of incidents at the all-way stops).
- **Speeding** - the unnecessary delay from a stop sign results in motorists increasing their travel speed between intersections to make up for the perceived time lost. Average speeds actually increase between intersections with stop signs. Residents in the middle of the block could experience higher than previous speeds as studies indicate an increase in speeds mid-blocs on either side of the stop control.
- **Emergency Response** - response time for emergency services vehicles is negatively impacted because they are required to come to a complete stop at all

stop signs as per the Highway Traffic Act. Therefore, adding stop signs to residential areas in particular will increase the response of both Fire and Ambulance services to residential calls.

- **Noise and Air Pollution** – residents living nearest to the intersection experience an increase in traffic noise from vehicles stopping and accelerating (braking noise and engine noise). Stopping and accelerating also increases environmental emissions and fuel consumption.

In 2005, a review at that time of the City’s All-way Stop policy found that, by and large, the City of Windsor’s policy had the most generous warrants for meeting the requirements for an All-Way Stop in Ontario. (At that time, it was estimated that there were 135 unwarranted all-way stops in the City). Further, it noted that “*the policy was inconsistent with the trends and focus of other municipality’s policies and was deficient in many of the more progressive aspects of other policies relating to environmental responsibility, driver and pedestrian safety and maintaining sustainable and efficient transit services*”.

Based on the significant volume of all-way stops that were being installed in the City and calls from residents that drivers were not stopping on stop signs, Council approved a policy and warrant procedure with regard to all-way stops that was inline with other municipalities, industry standards and guideline recommendations at that time.

However, since then, other significant tools and practices to deal with speeding or pedestrian safety have been developed and effectively implemented. Such measures are outlined in various policies including the School Neighbourhood Policy, the Traffic Calming Policy, etc., and include:

• Speed humps or tables	• Lane narrowing
• Textured crosswalks	• Traffic circles
• Raised crosswalks	• Directional closures
• Raised intersections	• Speed feedback signs
• Raised median islands	• Lower speed limits
• Curb radius reductions	• Movement restrictions
• Curb or sidewalk extensions	

The items noted above, while addressing speeding and/or pedestrian safety, importantly also eliminate the installation of an otherwise unwarranted all-way stop.

In order to reduce the installation of additional unwarranted all-way stops, Administration recommends adopting the updated All-way Stop Policy as listed in Appendix B, which mirrors *Ontario Traffic Manual - Book 5, Regulatory Signs* as it pertains to all-way stops. The Ontario Traffic Manuals are developed using the Transportation Association of Canada’s, Manual on Uniform Traffic Control Devices Canada document, which is the Canadian version of the Manual on Uniform Traffic Control Devices as developed by the US Federal Highway Administration.

The purpose of the Ministry of Transportation's (MTO) Ontario Traffic Manual (OTM) is "to provide information and guidance to transportation practitioners and to promote uniformity of treatment in the design, application and operation of traffic control devices and systems across Ontario. The objective is safe driving behaviour, achieved by a predictable roadway environment through the consistent, appropriate application of traffic control devices."

By adopting *Ontario Traffic Manual - Book 5, Regulatory Signs* regarding All-way stop controls, a predictable roadway environment for drivers and pedestrians alike is supported.

It is in this context as well as the earlier identified concerns regarding unwarranted all-way stops that Administration does not recommend amending the warrant matrix to incorporate other factors such as petitions or school zones or lowering warrant threshold. As noted earlier in the report, there are now additional effective tools and practices to deal with speeding or pedestrian safety.

Ontario Traffic Manual - Book 5, Regulatory Signs – All-way Stops

Regarding the installation of all-way stops, the *Ontario Traffic Manual - Book 5, Regulatory Signs* states that all-way stop controls ***should be considered only under the following situations:***

- As an interim measure, where traffic control signals are warranted but cannot be implemented immediately;
- At locations having a high collision frequency where less restrictive measures have been tried and found inadequate; or
- As a means of providing a transition period to accustom drivers to a change in intersection right-of-way control from one direction to another.

With respect to all-way stops, the *Ontario Traffic Manual - Book 5, Regulatory Signs* states that all-way stop controls ***should not*** be used under the following conditions:

- Where the protection of pedestrians, school children in particular, is a prime concern. This concern can usually be addressed by other means;
- As a speed control device;
- On roads where progressive signal timing exists;
- On roads within urban areas having a posted speed limit in excess of 60 km/h;
- At intersections that are not roundabouts having less than three, or more than four, approaches;
- At intersections that are offset, poorly defined or geometrically substandard;

- On truck or bus routes, except in an industrial area or where two such routes cross;
- On multi-lane approaches where a parked or stopped vehicle on the right will obscure the STOP sign;
- Where traffic would be required to stop on grades;
- As a means of deterring the movement of through traffic in a residential area;
- Where visibility of the sign is hampered by curves or grades, and insufficient safe stopping distance exists; or
- Where any other traffic device controlling right-of-way is permanently in place within 250m, with the exception of a YIELD sign.

Under the *Ontario Traffic Manual - Book 5, Regulatory Signs*, the criteria for an all-way stop are as follows:

All-way Stop Minimum Volume Warrant (Arterial and Major Roads)

All-way stop control may be considered on major roads where the following conditions are met:

- *The total vehicle volume on all intersection approaches exceeds 500 vehicles per hour for each of any eight hours of the day;*
- *The combined vehicular and pedestrian volume on the minor street exceeds 200 units per hour (all vehicles plus pedestrians wishing to enter the intersection) for each of the same eight hours, with an average delay to traffic on the minor street (either vehicles or pedestrians wishing to enter the intersection) of greater than 30 seconds; and*
- *The volume split does not exceed 70/30. Volume on the major street is defined as vehicles only. Volume on the minor street includes all vehicles plus any pedestrians wishing to cross the major roadway.*

All-way Stop Minimum Volume Warrant (Minor Roads)

All-way stop control may be considered on minor roads where the following conditions are met:

- *Total vehicle volume on all intersection approaches exceeds 350 for the highest hour recorded; and*
- *Volume split does not exceed 75/25 for three-way control or 65/35 for four-way control. Volume is defined as vehicles only.*

All-way Stop Collision Warrant

For the purposes of this warrant, a high accident frequency is an average of four collisions per year over a three-year period. Only those accidents susceptible to relief through multi-way stop control must be considered (i.e., right angle and turning type collisions).

Included in this warrant are those locations where visibility problems exist which limit the safe approach speed to less than 15 km/h, thereby creating an unreasonable accident potential. Special advance warning or overhead flashing lights may be necessary to augment the control if vertical or horizontal alignment is a factor.

Appendix B contains the proposed All-way Stop policy.

Risk Analysis:

Unwarranted all-way stops often result in reduced effectiveness of other traffic control devices, result in overall poor stop sign compliance, create a false sense of security for pedestrians, increase the number of rear-end and fixed object collisions, increase instances of mid-block speeding, delay emergency vehicle response times and increase noise and air pollution.

Climate Change Risks

Climate Change Mitigation:

All-way stops increase greenhouse emissions. As noted in Council Report 11541, the greenhouse gas emissions related to one all-way stop is;

657 kg of hydro carbons

8,760 kg of carbon monoxide

675 kg of nitrogen oxide

65,700 kg of carbon dioxide

(Source: Ministry of Municipal Affairs and Housing)

There are currently 230 all-way stops in the City, totalling the emissions at 17,432,160 kg (17,432.16 metric tonnes).

The addition of even one unwarranted all-way stop has a significant effect on greenhouse gas emissions in the City.

Climate Change Adaptation:

N/A

Financial Matters:

There are no immediate financial implications with adopting the proposed All-way Stop policy (Appendix B) which will eliminate the installation of additional unwarranted all-way stops.

With respect to all-way stops, the cost per sign for installation can cost between \$250 and \$1,000 depending on the underground conflicts. Therefore, to upgrade a typical 2-way or 1-way stop to an all-way stop costs the City in the range of \$2,000 per location. On-going maintenance for the additional signs is \$500 per sign/year.

Stop signs are considered regulatory signs and under the Minimum Maintenance Standards, they require immediate attention when damaged. This means that after hour emergency call outs to staff will increase, hence further increasing overtime/maintenance costs. These costs are difficult to predict and are non-recoverable.

A budget issue will be submitted for Council approval annually to address ongoing maintenance funding requirements as a result of installations and upgrades resulting from this policy.

Consultations:

Jeff Hagan, Senior Transportation Planning Engineer

Cindy Becker, Financial Planning Administrator – Public Works

Barry Horrobin, Director of Planning & Physical Resources

Dana Paladino, Deputy City Solicitor – Purchasing, Risk Management and POA

Rob Slater, Executive Initiatives Coordinator

Conclusion:

Administration recommends adopting an updated All-way Stop Policy as listed in Appendix B, which mirrors the *Ontario Traffic Manual - Book 5, Regulatory Signs*. By adopting this policy, a predictable roadway environment for drivers and pedestrians is supported.

Amending the warrant matrix to incorporate other factors such as petitions or school zones or lowering the warrant threshold is not recommended as other effective tools and practices are available to deal with speeding or pedestrian safety.

Planning Act Matters:

N/A

Approvals:

Name	Title
------	-------

Name	Title
Cindy Becker	Financial Planning Administrator – Public Works - Operations
Shawna Boakes	Executive Director of Operations
Chris Nepskzy	Commissioner, Infrastructure Services, City Engineer
Shelby Askin-Hager	Commissioner, Legal & Legislative Services, City Solicitor
Tony Ardovini	Acting Commissioner, Corporate Services, City CFO/ Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- Appendix A – 11541
- Appendix B – All Way Stop Policy
- Appendix B – All Way Stop Warrant Checklist

Appendix A

Proposed All Way Stop Warrants

Warrant Group	Minimum Warrants	Information	Warrant Compliance Yes / No
Warrant Group 1	If location satisfies either a or b, then an all way stop is warranted.		
	a) Traffic Signals are warranted, all way stop used as a temporary measure.		
	b) Average of three accidents per year over a three year period of a type susceptible to correction by such an installation.		
Warrant Group 2	If location does not satisfy either c, d, and e then all way stop is not permitted.		
	c) If the proposed location is on a Transit Route (Proposed or Existing) or Truck Route, then no all way stop will be permitted.		
	d) If proposed location is within 250 metres of another right of way control measure (Traffic Signal, Other All Way Stop etc) than no additional all way stop will be permitted.		
	e) If the proposed location is not between two "like" classifications of roads, then an All Way Stop will not be permitted. (Example: Intersections between Arterial Roads and Collector Roads or Local Roads will not be permitted to have an All Way Stop.)		
Warrant Group 3	Proposed location must meet the following combination of Traffic Volume criteria to warrant an all way stop.		
	f) Total vehicular volume from all directions is 250 vehicles per hour or more. and satisfies either "i" or "ii"		
	i) Combined vehicular and pedestrian volume crossing the main street (direction with majority of traffic) is 150 units per hour or more.		
	Or		
	ii) The pedestrian volume crossing the main street exceeds 200 units over an 8 hour period.		
	and satisfies condition g		
	g) The volume of traffic on all directions represents a direction split less than or equal to 65% on main road and 35% on the minor road.		

Explanation:

- a) If the proposed location meets the warrants in group 1, then the all way stop will be granted regardless of the remaining warrants.
- b) If the proposed location does not meet the warrants in group 1, and does not satisfy the conditions in group 2 then an all way stop will not be permitted regardless of the outcome of the remaining warrants.
- c) If the proposed location does satisfy the conditions in group 2, and does not meet the warrants in group 3, then an all way stop will not be permitted.
- d) If the proposed location does satisfy the conditions in group 2, and does meet the combination warrants in group 3, then an all way stop will be permitted.
- e) If the proposed location doesn't satisfy the conditions in group 2, and does not meet the combination warrants in group 3, but there are inadequate sight lines/visibility or poor road geometry, special consideration may be given for stop installation.

Additional Notes to be included with Policy:

a) All Way Stops are not be used as a method of speed control. All Way Stops have been proven to increase mid block speeds, and have been known to reduce overall compliance of All Way Stops. All Way Stop requests pertaining to speed control will be directed for potential evaluation for Traffic Calming following the Traffic Calming Policy.

b) All Way Stops will result in an increase in noise and air pollution in the general vicinity of the location and in the neighbourhood at large.

c) At a typical four way stop, the following emissions are released collectively, from all vehicles traveling through a stop each year:

657 kg of hydro carbons

8,760 kg of carbon monoxide

675 kg of nitrogen oxide

65,700 kg of carbon dioxide

(Data Provided by the Ministry of Municipal Affairs and Housing)

Appendix B

Option 1: New All Way Stop Committee – Procedure

A new committee of Council is created to hear All Way Stop requests. The proposed committee would be made up of 5 Council members, one from each ward and the remaining 5 Council members would trade every six months. The Committee would hear requests twice per year, once in May and once in October. The Committee can vote and make a decision but decisions not favorable to the resident may still be brought to Council as a whole.

- a) Resident makes formal request to administration to study the need for an all way stop.
- b) Resident obtains necessary petition signatures within prescribed area.
- c) Administration performs warrant study based on the warrants attached.
- d) Administration reports back to resident regarding results.
 - IF All Way Stop is warranted then report is brought to committee for approval of new all way stop.
 - IF All Way Stop is not warranted then requester is notified that the requested All Way Stop does not meet the prescribed warrants.
- e) Resident then has two choices:
 - i. Resident appears at All Way Stop Committee meeting noting the special circumstances why an All Way Stop should be approved. (Special circumstances cannot include speeding issues or short cutting traffic. Concerns such as those should be brought forward as a request for a review for traffic calming.)
 - ii. End pursuance of All Way Stop because the location did not meet the warrants.
- f) All Way Stop committee will convene to vote on All Way Stop requests
 - If Committee decides to approve the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - IF Committee decides not to approve All Way Stop resident has two choices:
 - i. Resident may request that the All Way Stop request be brought to Council for further consideration.
 - ii. Resident may end pursuance of an All Way Stop because committee did not approve of the All Way Stop.
- g) Resident brings All Way Stop request to Council.
- h) Council makes final decision.
 - i. IF Council approves the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - ii. IF Council does not approve All Way Stop, no all way stop will be erected.

Option 2: Special Meeting of Council Twice Per Year – Procedure

At a special meeting of Council or prior to a regular Council meeting all way stops will be heard twice per year. These special meetings would occur once in May and once in October.

- a) Resident makes formal request to administration to study the need for an all way stop.
- b) Resident obtains necessary petition signatures within prescribed area.
- c) Administration performs warrant study based on warrants attached.
- d) Administration reports back to resident regarding results.
 - i. IF All Way Stop is warranted then report is brought to Council for approval of new all way stop.
 - ii. IF All Way Stop is not warranted then requester is notified that the requested All Way Stop does not meet the prescribed warrants.
- e) Resident then has two choices:
 - i. Bring request to Council noting special circumstances why All Way Stop should be approved (Special circumstances cannot include speeding issues or short cutting traffic. Concerns such as those should be brought forward as a request for a review for traffic calming.)
 - ii. End pursuance of All Way Stop because the location did not meet the warrants.
- f) Resident brings All Way Stop request to special meeting of council either in the Spring or the Fall.
- g) Council makes final decision.
 - i. IF Council approves the All Way Stop, a minor by-law amendment will be drafted for CAO Approval (Delegated Authority).
 - ii. IF Council does not approve All Way Stop, no all way stop will be erected.

Traffic All Way Stop Warrant Checklist

Warrant Group	Minimum Warrants	Notes	Warrant Compliance Yes / No
Warrant Group 1	If location satisfies either a or b, then an all way stop is warranted.		
	a) Traffic Signals are warranted, all way stop used as a temporary measure.		
	b) Collision Ratio of either (highest classification of roadway applies): One approach is a local OR collector road – average of 3 accidents per year over a 3 year period of a type susceptible to correction by such an installation (9 in 36 months). One approach is an arterial road – average of 4 collisions per year over a 3 year period of a type susceptible to correction by such an installation (12 in 36 months). Note 1.		
Warrant Group 2	If location satisfies all conditions c, d, and e, then an all way stop is warranted.		
	c) If the proposed location is on a Transit Route (proposed or existing), has on-street bikeways (proposed or existing) on the currently uncontrolled road or Truck Route, then no all way stop should be permitted.		
	d) If proposed location of the new traffic control device is within 250 metres of another right of way control measure (Traffic Signal, Other All Way Stop, etc.) than no additional all way stop should be permitted. *Note 2.		
Warrant Group 3	Proposed location must meet the following combination of Traffic Volume criteria to warrant an all way stop.		
	e) Total vehicular volume from all directions is either (highest classification of roadway applies): One approach is an Arterial Road - 500 (vehicles per hour, highest 8 hours) One approach is a Collector Road - 375 (vehicles per hour, highest 8 hours) Both approaches are Local Roads – 200 (vehicles per hour, highest 4 hours)		
	And		
	f) Combined vehicular and pedestrian volume crossing the main street (direction with majority of traffic) is either: One approach is an Arterial Road – 200 per hour OR 150 per hour with an average delay of >30 seconds, for the highest 8 hours One approach is a Collector Road – 150 per hour OR 120 per hour with an average delay of >30 seconds, for the highest 8 hours Both approaches are Local Roads – 75 per hour, for the highest 8 hours		

Traffic All Way Stop Warrant Checklist

And		
g) The volume of traffic on all directions represents a direction split less than or equal to 70% on main road and 30% on the minor road. I.e. the minor street must not be less than 30% of the total volume entering the intersection.		

Notes:

1. Stop controls shall not be allowed on expressways and scenic parkways.
2. A supporting traffic operations study may be required to be assessed, along with sound engineering judgement and approval of the Commissionaire of Infrastructure Services.

Explanation:

- a) If the proposed location meets the warrants in group 1, then the all way stop will be permitted regardless of the remaining warrants.
- b) If the proposed location does not meet the warrants in group 1, and does not satisfy all the conditions in group 2 then an all way stop will not be permitted regardless of the outcome of the remaining warrants.
- c) If the proposed location does satisfy the conditions in group 2, and does not meet the warrants in group 3, then an all way stop will not be permitted.
- d) If the proposed location does satisfy the conditions in group 2, and does meet the combination of warrants in group 3, then an all way stop will be permitted.
- e) If the proposed location doesn't satisfy the conditions in group 2, and does not meet the combination warrants in group 3, but there are inadequate sight lines/visibility or poor road geometry, special consideration may be given for stop installation. Other sight line / visibility methods shall be exhausted prior to allowance of stop control devices (i.e. removing additional parking, removing objects in the ROW, obtaining larger easements, etc.).

Additional Notes to be included with Policy:

- a) All Way Stops are not be used as a method of speed control. All Way Stops have been proven to increase mid block speeds, and have been known to reduce overall compliance of All Way Stops. All Way Stop requests pertaining to speed control will be directed for potential evaluation for Traffic Calming following the Traffic Calming Policy.
- b) All Way Stops will result in an increase in noise and air pollution in the general vicinity of the location and in the neighbourhood at large.
- c) At a typical four way stop, the following emissions are released collectively, from all vehicles traveling through a stop each year:

657 kg of hydro carbons 8,760 kg of carbon monoxide 675 kg of nitrogen oxide 65,700 kg of carbon dioxide

(Data Provided by the Ministry of Municipal Affairs and Housing)

THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:	Public Works	Policy No.:	
Department:	Traffic Operations	Approval Date:	
Division:	Operations	Approved By:	
		Effective Date:	
Subject:	All Way Stop Policy	Procedure Ref.:	
Review Date:		<i>Pages:</i>	Replaces:
Prepared By:	Ian Day		Date:

1. POLICY

1.1. This policy establishes the all way stop review and approval or denial procedure.

2. PURPOSE

2.1. To define the process for the review, and approval or denial of an all way stop control in the City of Windsor.

2.2. To ensure public safety as it pertains to the use of stop controls.

2.3. To ensure adherence to Provincial and National standards and guidelines as it pertains to the use of stop controls.

3. SCOPE

3.1. This policy applies to any City of Windsor Department reviewing, approving and/or installing stop controls within the public right-of-way.

4. RESPONSIBILITY

4.1. City Council is responsible for:

4.1.1. The final approval and any amendments of the All Way Stop Policy.

4.1.2. To approve funding to install and maintain all ways stops.

4.2. Standing Committees are responsible for:

4.2.1. Reviewing and approving the All Way Stop Policy and any amendments and forwarding committee reports with recommendations to City Council for final approval.

4.3. The Chief Administrative Officer (CAO) is responsible for:

4.3.1. Providing approval of the Street Lighting Policy and any amendments to the Standing Committee Level.

4.3.2. Approving by-law amendments (Delegated Authority) to the Traffic By-Law after the installation of an all way stop.

4.4. Corporate Leadership Team (CLT) is responsible for:

- 4.4.1. Providing approval of the development of the All Way Stop Policy and any amendments prior to the CAO for their authorization.

4.5. Department Head, Senior Manager or Manager is responsible for:

- 4.5.1. Reviewing the All Way Stop Policy to determine whether updates are required.
- 4.5.2. Determine the need of the policy.
- 4.5.3. Consult with other relevant stakeholders.
- 4.5.4. Forward the proposed policy and accompanying report to the CLT for approval.
- 4.5.5. Oversee the all way stop reviews and warrant results.
- 4.5.6. Approving the installation of a new all way stop, removal of an existing all way stop and / or reversal of an existing two way stop when the location meets warrant.

4.6. Traffic Technician is responsible for:

- 4.6.1. Receiving resident request for new all way stop.
- 4.6.2. Completing necessary efforts to collect data for a warrant review and completing the warrant checklist.
- 4.6.3. Make recommendation to Department Head, Senior Manager or Manager with regards to the results of a warrant.
- 4.6.4. Reviewing existing stop controls on an on-going basis to assess the continued need for all way stops or to determine what changes are necessary for increased public safety (i.e. reversal of stop control).

4.7. Transportation Technologist I is responsible for:

- 4.7.1. Preparing report with required by-law amendments for new all way stop, or removal or reversal of an existing all way stop based on the warrant and All Way Stop Policy.

5. GOVERNING RULES AND REGULATIONS

5.1. NEW ALL WAY STOP REQUEST

- 5.1.1. A resident makes a formal request to administration to study the need for an all way stop. OR Administration identifies the need for an all way stop review due to an internally driven safety review.
- 5.1.2. Administration collects data required and completes a warrant for the location requested. Traffic volumes within the past 3 years are acceptable for the review of this warrant, where existing data is older than 3 years, new data is to be collected.
- 5.1.3. Administration reports back to the resident through the 311 Service Request, with the results of the review
- 5.1.4. If the all way stop is warranted, a by-law update and associated report will be brought to the CAO and the all way stop is installed.

5.1.5. If the all way stop is unwarranted, end pursuance of the all way stop because the location does not meet the warrant.

5.2. ALL WAY STOP REMOVAL

5.2.1. A resident makes a formal request to administration to study to need to remove an all way stop. OR Administration performs a review of an all way stop and determines that significant changes have been made in the area to change the need for an all way stop.

5.2.2. If the all way stop is unwarranted, a by-law update and associated report will be brought to the CAO and the all way stop is removed, leaving the stop control on the lower volume roadway. Administration shall review all other safety factors at the intersection to ensure proper sightlines and parking removal is appropriate and make changes as needed prior to removal.

5.2.3. If the all way stop is warranted, end pursuance of the all way stop removal and the all way stop shall remain in place.

5.3. REVERSAL OF A STOP CONTROL

5.3.1. The reversal of a stop shall be reviewed using the All Way Stop Control Warrant Checklist, specifically reviewing the roadway traffic volumes and classifications.

5.3.2. A resident makes a formal request to administration to study to need to reverse a stop control. OR Administration performs a review of an all way stop and determines that significant changes have been made in the area to change the need for the direction of the stop control.

5.3.3. If the reversal of the two way stop is warranted, a by-law update and associated report will be brought to the CAO and the two way stop is reversed. Administration shall review all other safety factors at the intersection to ensure proper sightlines and parking removal is appropriate and make changes as needed prior to reversal.

5.3.4. If the all way stop is warranted, end pursuance of the all way stop removal and the all way stop shall remain in place.

6. RECORDS, FORMS AND ATTACHMENTS

6.1. All Way Stop Warrant Checklist attached.



Subject: Test Pilot of Garbage Relocation in Ward 3 - City Wide

Reference:

Date to Council: July 26, 2023
Author: Anne-Marie Albidone
Manager, Environmental Services
519-974-2277 ext. 3123
aalbidone@citywindsor.ca

Public Works - Operations
Report Date: July 7, 2023
Clerk's File #: SW2023

To: Mayor and Members of City Council

Recommendation:

THAT Administration **BE DIRECTED** to conduct a pilot project in the Pelissier/Victoria alley between Tecumseh Rd. W. and Jackson St, as well as the Dougall/Church alley between Tecumseh Rd. W. and Wakheta St. whereby garbage will be temporarily relocated from alley collection to curbside collection for a minimum of 8 weeks; and,

THAT Administration **REPORT BACK** on the information learned during the pilot project.

Executive Summary:

N/A

Background:

At the May 24, 2023 Environment, Transportation & Public Safety Standing Committee, the following resolution was passed:

*That the report of the Manager, Environmental Services dated May 5, 2023 entitled "Move Residential Alley Garbage Collection to Curbside – City Wide" **BE REFERRED** back to Administration to allow for the Administrative report regarding Minimum Alley Maintenance Standards to be brought forward to the Environment, Transportation & Public Safety Standing Committee simultaneously, as soon as possible; and,*

*That information related to a potential test pilot program that would move residential garbage alley collection to curbside, in Ward 3 **BE INCLUDED** in the report.*

This report will address information related to a potential test pilot program only. A separate report regarding Minimum Alley Maintenance Standards has been prepared.

Discussion:

Administration entered into discussions with the City of Windsor's garbage collection provider (GFL Environmental) regarding implementing a pilot project to temporarily shift waste collection from alleys to curbside in specific areas of Ward 3. These targeted areas have posed challenges for garbage collection in the past due to various reasons, such as overgrowth, encroachment issues, alley maintenance issues and illegal activities.

In order to conduct the pilot project without incurring additional collection costs for material changes to the contract, the areas selected had to be serviceable with existing equipment. Alleys that service one-way streets (on both sides of the alley) necessitate a specialized truck, which is not currently included in the existing contract. Therefore, areas such as Victoria/Pelissier from Elliott to Erie could not be considered at this time.

Administration, along with the support of GFL, is recommending the pilot project take place in the Pelissier/Victoria alley between Tecumseh Rd W and Jackson St, as well as the Dougall/Church alley between Tecumseh Rd W and Wahketa St. These alleys have significant issues of overgrowth and encroachment, which result in limited maneuverability for collection vehicles during ingress and egress. Pictures of the condition of these alleys on June 20, 2023 are in Appendix A of this report.

Should Council approve this pilot project, Administration will undertake an intensive 2-3 week education campaign to advise homeowners of the change. The pilot program will be implemented for a minimum of eight (8) weeks; however, it will not coincide with Christmas/New Year collections. After the pilot program has concluded, residents will be instructed to resume placing waste in the alley for collection.

It is estimated that the eight (8) week pilot project would take place sometime within the months of September to October. During the May 24, 2023 Environment, Transportation & Public Safety Standing Committee meeting, Administration advised that the new Waste Collection RFP must be released this fall in order to allow sufficient time for proponents to obtain the equipment needed. Council should note that any information gained from the pilot project will not be known prior to the issuance of the RFP. Therefore, in the absence of direction otherwise, the Waste Collection RFP will include alley collection as it is today.

Risk Analysis:

There is significant risk that residents affected by the pilot project may express dissatisfaction. Administration will attempt to address any concerns raised by resident before and during the pilot project.

There is also risk of confusion during the pilot project, which will make any analysis difficult. Administration will mitigate this risk by providing direct communication with residents affected, well in advance of the change.

Finally, there is significant risk that the pilot project will yield little to no information that could be used to guide Council in a decision regarding collection. A pilot project by definition is a small sample area, therefore no change in the equipment or staffing requirements will be needed to complete the collection. Council is reminded that the

potential savings from relocating waste collection would come from larger vehicles (resulting in a smaller overall fleet and fewer human resources), and reduced wear on alley infrastructure. Neither of these will be realized during a pilot project.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Since GFL Environmental has agreed to participate in this pilot project without deeming it a material change to the contract, there is no financial impact to this pilot project.

Consultations:

Lou Ciuro, Business Partner, GFL Environmental Inc.

Conclusion:

Moving waste collection services from alley to curb front will assist in the long term maintenance of alleys, and allow for safer, more efficient collection particularly in heavy vegetation growth periods, and in during heavy snow fall. The pilot project in the suggested areas will allow Administration to monitor the impact (such as productivity analysis) of the relocation of services in two areas with significant overgrowth and encroachment issues.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator - Operations
Shawna Boakes	Executive Director of Operations
Chris Nepszy	Commissioner, Infrastructure Services
Janice Guthrie	Commissioner, Corporate Services, Chief Financial Officer
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

- 1 Appendix A

**Images of the alley between Pelissier and Victoria from
Tecumseh Rd W to Jackson St**





**Images of the alley between Dougall and Church from
Tecumseh Rd W to Wahketa**





Subject: Move Residential Alley Garbage Collection to Curbside - City Wide

Reference:

Date to Council: May 24, 2023
Author: Anne Marie Albidone
Manager, Environmental Services
519-974-2277 ext. 3123
aalbidone@citywindsor.ca

Public Works - Operations
Report Date: May 5, 2023
Clerk's File #: SW2023

To: Mayor and Members of City Council

Recommendation:

That Administration **BE DIRECTED** to move residential alley garbage collection to curbside garbage collection wherever possible; and,

That Council **APPROVE** the change in collection location to coincide with the start of the new collection contract (estimated to be in April, 2025).

Executive Summary:

N/A

Background:

During the 2020 Budget Deliberations, Council approved the following motion:

Decision Number: B9/2020

"That Administration BE DIRECTED to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection city wide wherever possible."

Report C 151/2020 was prepared and presented to the Environment Transportation and Public Safety Standing Committee. The Committee directed:

"THAT the report of the Manager, Environmental Services dated July 17th, 2020 entitled "A Review of Residential Waste Collection in Alleys" BE DEFERRED to a future meeting of the Environment, Transportation and Public Safety Standing

Committee to allow for Administration to complete the related reports regarding minimum maintenance standards, and;

*That those reports **BE BROUGHT FORWARD** for consideration at the same Environment Transportation and Public Safety Standing Committee Meeting.”*

While Council directed that the Residential Alley Garbage Collection Report and the Alley Minimum Maintenance Standards report be brought forward for consideration at the same time, Administration is bringing forward the Residential Alley Garbage Collection report separately as it is critical to arrive at a decision with respect to residential alley garbage collection before issuing the next garbage collection tender. Smaller, less efficient trucks are required for alley collection, while larger, more efficient trucks are used for curbside collection. To ensure successful bidding on the City's next tender, bidders must factor in the vehicle size requirements.

Developing Alley Maintenance Standards will be incorporated into the next phase of the City's Asset Management Plan due July 1, 2024. This is the date for municipalities to have an approved asset management plan “**for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service**”. This phase is currently in progress.

Discussion:

As Council is aware, there are three (3) waste streams collected in the City of Windsor: garbage, recycling and yard waste. While a majority of residents receive these services at their curbside, some are provided with either one or all three collections in the alley situated behind their homes.

However, collection of garbage in alleys presents several challenges that are not typically encountered on streets, including variations in dimensions, infrastructure conditions, encroachments, illegally parked vehicles, obstruction caused by utility companies' service vehicles, and the presence of hazardous items like needles.

Currently, there are 219 residential blocks with alley garbage collection. Of those, 40 blocks (18%) receive all three (3) waste collection services in the alley and are mainly alleys located on one-way streets. Pick up of garbage on these one-way streets would require specialized equipment not currently specified in the City of Windsor collection contracts.

The remaining 179 blocks (82%) receive only garbage collection in the alley. Recycling and yard waste collection are collected curbside in front of the home.

Collection in alleys requires smaller collection vehicles as smaller vehicles are more maneuverable and able to access areas that larger vehicles cannot. As the collection vehicle used in residential alley collection is smaller, it carries a smaller amount of waste, thus requiring more trips to collect the same amount of waste as a larger collection vehicle. This inefficiency means increased costs, as well as an increase in the environmental impact associated with making more trips to collect the waste.

When garbage is placed curbside, it is generally easier for garbage collectors to access it. Drivers don't have to navigate tight alleys or obstacles to get to the garbage, which

can also reduce the risk of damage to the alley and make garbage collection more efficient. (The collection contractor presently working in the City of Windsor has brought up concerns regarding alleyway collection, citing health and safety as a potential issue. Consequently, there is a possibility of work refusals in the future if the alleys are not adequately repaired and consistently maintained).

In addition, garbage trucks are heavy and over time can cause wear and tear on alley pavement. Moving garbage collection out of residential alleys will help reduce damage to the pavement.

Another benefit to moving residential alley garbage collection to curbside collection is that the (soon to be implemented) organics collection could also be performed curbside – simultaneous to garbage collection – thereby resulting in additional operational efficiencies. Whether organics will be collected alongside garbage depends largely on the decision of the Essex Windsor Solid Waste Authority (EWSWA) regarding the location of the transfer station for organics. If the organic transfer station is located at the same or nearby location as the current waste transfer station, then co-collection of garbage and organics could be considered. However, if the transfer station is located at a separate location further away from the current waste transfer station, co-collection may not be feasible.

It is understood that the decision to move alley garbage collection to the front curbside may be met with some resistance among some residents who rely on alleys for access to their homes and garages. However, residential alleys will not be closed as a result of moving alley garbage collection to curbside. The purpose of relocating residential garbage collection from the alley to curbside is to streamline garbage collection services and make them more efficient. By moving garbage collection to the front curbside wherever possible, the challenges associated with collecting residential garbage in alleys will be reduced resulting in a more reliable and timely service for all residents. In addition, alleys will remain accessible for other uses, such as parking and emergency vehicle access.

Administration will communicate the change in garbage collection to residents well in advance of the change through multiple channels. In addition, monitoring and follow-up by Environmental Services staff will occur after the switch in collection location occurs.

Risk Analysis:

There is the risk of public disapproval for those affected by a change in collection.

However, should Council wish to keep alley collection, the conditions which make alley collection more challenging than curbside collection will remain. Those challenges include being less efficient, differences in dimensions, infrastructure conditions, encroachments, illegally parked cars, utility company's service vehicles blocking the way, presence of needles, etc.

The physical condition of the residential alleys remains a risk. Existing mitigation measures would remain (although at a lesser amount) for the alleys in which garbage collection would need to remain, as it is not practical to move garbage collection out of the alley if it is a commercial alley.

Should Council wish to delay the decision on moving garbage collection out of alleys wherever possible, the next RFP for collection services will require alley collection and any changes to this will not be possible for the term of the contract without invoking a material change.

Climate Change Risks

Climate Change Mitigation:

Curbside collection will allow for larger, more efficient collection vehicles meaning fewer trips between collection points and drop off locations resulting in less vehicle kilometers travelled. More efficient collection should result in a reduction of fuel used and greenhouse gas emissions.

Climate Change Adaptation:

N/A

Financial Matters:

Provincially, waste collection contracts have increased significantly – anywhere from 50% to 80% over the previous contract. This increase is primarily due to rising costs associated with the cost of fuel, equipment and labour.

It is possible that savings could be realized during the next RFP process should garbage collection be moved out of the alley. The current contract is very specific to the size of trucks used, requiring one of the smallest compaction vehicles on the market, to accommodate alley collection. However, these small vehicles are not frequently utilized and are frequently challenging to obtain. The cost to purchase the smaller vehicles are not significantly less than the larger vehicles, yet will require more fuel and labour costs to operate.

A similar contract without truck size specification could result in a more competitive bid compared to a contract specifying the current collection vehicles, as it would allow bidders to use larger, more efficient vehicles. As previously mentioned, garbage collection curbside could also lead to cost efficiencies with organic collection.

Consultations:

Rob Slater, Executive Initiatives Coordinator

Cindy Becker, Financial Planning Administrator – Public Works

Karina Richters, Supervisor Environmental Sustainability & Climate Change

Conclusion:

Administration recommends changing as many residential alley garbage collection points as possible to curbside garbage collection. Relocating garbage collection from alleys is not linked to the closure of alleys. Instead, it is connected with enhancing operational effectiveness.

If Council approves the change, the move to curbside garbage collection will be implemented at the commencement of the next contract as there are significant costs related with relocating garbage collection from alleys to the front of the property under the existing contract. Moving residential alley garbage collection to the curbside would result in significant cost savings, which would help partially offset the expected substantial contract price increase.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator – Public Works
Shawna Boakes	Executive Director of Operations
Chris Nepszy	Commissioner, Infrastructure Services
Tony Ardovini	Acting Commissioner, Corporate Services/Chief Financial Officer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Issues with front Yard garbage collection in Walkerville.

It's come to my attention that the city is considering moving refuse collection from the alley to front yards in Walkerville and beyond. As a 14 year resident of Walkerville, I urge you to reject this proposal for the following reasons:

1. Built form

Walkerville is not like the rest of the city. It's important that we have a waste collection solution that fits the urban form of our community. Our neighbourhood has a traditional built form and for well over 100 years refuse has already be collected at the rear.

Townhomes – not all townhomes have side yard access! See Fig. 1

Issues/Risks:

- a. storage of refuse bins in front yards/front porches. Storage of recycling bins in front yards or on porches is already a common problem in our neighborhood – see fig. 2. This proposed change will only exasperate the problem – see fig 3 and 4 (Toronto).
- b. difficulty bringing refuse bins from year yard/garages to front (seniors, people with mobility issues, general population (carry refuse bins through home?))

Garages – homes of all types (single family, semis, towns) all typically have rear facing garages or garages located at the rear of the property.

Issues/Risks:

- a. most people store refuse and recycle bins in garages or sheds, in common suburban areas garages face the street and are more commonly located toward the front of the property, in Walkerville garages are located at the rear of the property and therefore it's difficult for people in any home type to carry bins to the street.

2. Urban realm

Walkerville has a robust alley network, these alleys intended as a service space, it's where garages and automobile storage takes place, where utilities are placed and where refuse is collected, the purpose of alleys is to hide the "ugly stuff" from the public realm (the street). This is a major amenity in our community, not unlike Southwood Lakes, Walkerville residents choose their community because of the amenities that have existed in our community for well over 100 years, removing an amenity such as alley refuse pickup is no different than the expectation of Southwood Lakes residents who fought to maintain the light standards used in our community.

3. Future Considerations

- a. removing alley pickup has implications for future development. As Walkerville is poised to see new infill development, alley pickup of refuse is critical to service new urban developments compatible with Walkerville's unique urban form.
- b. Compost collection – once compost collection starts in Windsor-Essex it's critical we keep collection points at the rear of homes for the reasons explained above, in fact it would be ideal if recycling could be moved to the rear as well.

Fig. 1 – Townhomes without side yard access:



Fig. 2 – A common sight – recycle bins stored on front porches



Fig. 3 – A Toronto problem – Do we really want this here?



Fig. 4 – A Toronto problem – Do we really want this here?



May 24, 2023
Environment, Transportation & Public Safety Standing Committee
Item 8.1 – Written Submission

From: Marty Bevan
Sent: May 24, 2023 11:05 AM
To: Stuart, Kelly <kstuart@citywindsor.ca>
Subject: Re: Link for report

Hi Kelly,

My main concern is poor care and control of garbage in alleys. And, if we aren't leaving it in the Alley for collection, we really should be keeping it in our own personal spaces until garbage day.

I would be suggesting that we keep our garbage containers in our yard until pick up day. Not in the alleys, which is as far as one can get the garbage from their homes, but also available for our less fortunate to rummage through creating more work for homeowners.

If we are forced to keep the garbage in our own yards, we are more responsible for its care and control.

If someone comes into our property and makes a mess rummaging for their survival, we are more likely to clean it up immediately. Less accessibility for rats, less blaming our less fortunate, cleaner alleys that are more enjoyable to access one's yard, or even to use for block parties!
That's a lot of wins.

Thank you,

Marty Bevan
1251 Monmouth Road.

Subject: Alley Maintenance Standards - City Wide

Reference:

Date to Council: July 26, 2023
Author: Author: Shawna Boakes
Executive Director, Operations
sboakes@citywindsor.ca
(519) 255-6247 ext. 6415

Public Works - Operations
Report Date: 7/6/2023
Clerk's File #: SW2023

To: Mayor and Members of City Council

Recommendation:

That Council **RECEIVE** this report in regard to Alley Maintenance Standards.

Executive Summary:

N/A

Background:

During the 2020 Budget Deliberations, the following motion was approved:

Decision Number: B9/2020

*"That Administration **BE DIRECTED** to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection city wide wherever possible."*

Report C 151/2020 was prepared and presented to the Environment Transportation and Public Safety Standing Committee. The Committee directed:

*"THAT the report of the Manager, Environmental Services dated July 17th, 2020 entitled "A Review of Residential Waste Collection in Alleys" **BE DEFERRED** to a future meeting of the Environment, Transportation and Public Safety Standing Committee to allow for Administration to complete the related reports regarding minimum maintenance standards, and;*

*That those reports **BE BROUGHT FORWARD** for consideration at the same Environment Transportation and Public Safety Standing Committee Meeting."*

As a result of the above, Council directed that the Residential Alley Garbage Collection Report and the Alley Minimum Maintenance Standards report be brought forward for consideration at the same time.

In July 2021, Council received report S 69/2021 regarding Alley Standards Development and directed:

THAT Administration BE DIRECTED to develop an Alley Standards and Development Committee as outlined in the report; and,

THAT the Alley and Standards Development Committee REPORT BACK to City Council on the capital and annual costs associated with developing, maintaining and enforcing a set of standards for all of the City's alleys.

The report indicated that the Committee be made up of various department and division representatives and stakeholders and that *"The committee shall develop the City of Windsor's Alley Standards Policy, which will recommend potential levels of service, address potential alternative usages and appropriate signs and markings required with them, associated capital costs, annual operating costs, enforcement alternatives as well as any cost recovery modelling available. The committee will also work with the Legal department to establish a language for the amended City By-law for Maintenance and Enforcement, to regulate maintenance and address encroachments of various objects such as trees and shrubs in the alley space"*.

The committee was to report back to City Council and include both the capital and annual operating costs associated with developing, maintaining and enforcing a set of standards for the City's grass and gravel alleys.

However given decisions with respect to residential alley garbage collection are required before issuing the next garbage collection tender in the fall, Administration recently submitted the Residential Alley Garbage Collection report to Council on its own. If the City is to make changes to residential alley garbage collection, there may be resulting equipment changes required as smaller, less efficient trucks are required for alley collection, while larger, more efficient trucks are used for curbside collection. The vehicle requirements (size) are required in order for bidders to successfully bid on the City's next tender.

At the May 24, 2023 Environment, Transportation & Public Safety Standing Committee Meeting, the Committee directed:

*That the report of the Manager, Environmental Services dated May 5, 2023 entitled "Move Residential Alley Garbage Collection to Curbside – City Wide" **BE REFERRED** back to Administration to allow for the Administrative report regarding Minimum Alley Maintenance Standards to be brought forward to the Environment, Transportation & Public Safety Standing Committee simultaneously, as soon as possible; and,*

*That information related to a potential test pilot program that would move residential garbage alley collection to curbside, in Ward 3 **BE INCLUDED** in the report.*

This report focuses on the physical maintenance of alleys. The report does not consider other uses or programming for the City's alleys, and does not address the potential test pilot program that would move residential garbage alley collection curbside in Ward 3. The potential test pilot program is addressed under report **S 82/2023 - Test Pilot of Garbage Relocation in Ward 3**.

Discussion:

The City maintains 147 km of paved/unpaved alleyways. These alleys are in various conditions. Of the 147 km, 79 km are paved alleyways, primarily in the older sections of the City, which serve as the public right of way. The pavement in these alleys degrades over time and requires periodic replacement and repairs. As of June 2023, 42 km of paved alleys are "now" deficient, 20 km will be "now" deficient in 1-5 years, 10 km will be "now" deficient in 6-10 years, and 7 km are considered "adequate"

As noted in report **C 69/2023 - Move Residential Alley Garbage Collection to Curbside**, developing Levels of Service (LOS) for alleys will be incorporated into future iterations of the City's Asset Management Plan. The current 2019 Asset Management Plan (AMP) identifies the *current levels of service* and cost of maintaining that level of service for paved alleys. That information will be updated as part of the City's AMP requirements in July 2024, and is currently in progress. The requirement to develop *proposed levels of service (PLOS)* for each of the City's asset categories, and a strategy to fund each of those activities, is due July 1, 2025.

However, in the interim and in an effort to bring the Committee the information it requested regarding maintaining alleys ahead of issuing the next waste and recycling tender, Administration is focussing on addressing the physical condition/maintenance of alleys.

Current Alley Maintenance Standards

Currently, a low level of service is provided for alleys. For reference, below are the City's current alley maintenance standards:

Paved Alleys

Paved alleys are maintained on an as-needed basis, based on priority, due to significant reductions in alley maintenance budgets. The City does not reconstruct alleys.

Gravel Alleys

Gravel alleys are re-graded twice per year. Should additional maintenance be required, City crews will attend the site to add gravel or re-grade as necessary.

Grass Alleys

Unassumed grass alleys are the responsibility of abutting property owners. The City of Windsor encourages applications to close redundant alleys.

Current Funding

The City spends approximately \$200,000 annually to maintain paved alleys (OPS-001-22 Minor Alley Maintenance Program). This level of funding only allows for one or two paved alleys to be repaired annually. The maintenance of gravel alleys, which occurs twice per year, is funded through the operating budget, amounting to approximately \$75,000 per year. With increasing costs, the level of service in these alleys will decline unless an increase is made to the operating budget.

Funding for alley maintenance is low as alleys are often perceived as secondary spaces compared to main roads and residential streets. In the past, this perception has led to alleys receiving lower priority for maintenance and improvement initiatives. Due to their limited public visibility and relatively low usage, alleys often receive minimal attention and fewer resources allocated towards them. Logistical challenges associated with alleys, such as their narrow widths and limited accessibility, also make it more complex to conduct maintenance activities effectively.

In setting Level of Service (LOS) targets, the following are often considered:

- Strategic goals;
- Legislative and regulatory requirements;
- City policies;
- The current condition of assets;
- Community expectations; and
- Affordability.

Typically, the City's core assets are considered to include Environmental Protection Assets (Wastewater and Stormwater Collection, Storm Water Pumping Stations, Water Reclamation Plant and Pumping Stations, etc.) and Transportation Assets (Roadways, Structures).

Alley improvements would compete for funding among other important but non-core assets such as:

- Sidewalks,
- Traffic Signals,

- Parking Garages, Street Lighting,
- Corporate Facilities,
- Fountains,
- Parking Lots,
- Playgrounds,
- Sports Fields,
- Spray Pads,
- Trails

Alley Maintenance Standards – Options for Consideration

Council can choose to select an increased level of service (LOS) for alleys however; this decision would be made without benefit of fully understanding the impacts to all other core and non core City assets and the associated budget impacts. Therefore, consideration of these options would be best undertaken as part of the AMP update that is scheduled to take place in 2025.

In the interim period however, should Council wish to approve an increased level of funding towards alley maintenance beyond the current funding levels, Administration is providing essentially four options for consideration that are premised primarily on expanded funding sources. The options are not mutually exclusive.

Scenario 1: One-time funding from Reserves

The current level of alley maintenance is directly related to the amount of funding allocated for alley maintenance. In the current 10-year capital plan, the Minor Alley Project, #OPS-001-11, receives \$200,000 per year for the years 2024 through 2027 and \$250,000 per year for the years 2028 through 2032. This level of funding permits maintenance of one or two alleys per year. In general, alley maintenance can be adjusted according to available funding. Increasing alley maintenance funding to \$400,000 or \$600,000 per year, which is double or triple the current level respectively, would enable the repair of 2-4 or 3-6 paved alleys per year. One-time funding from Fund 221, Service Sustainability Fund could be utilized until such time that Council sets the PLOS and identifies a funding strategy to meet those proposed service levels as part of the 2025 Asset Management Plan.

Scenario 2: Increase Base Funding in Capital Project # OPS-001-11

This option proposes to increase the base funding to Capital Project OPS-001-11 to ensure a sustained increase in resources for alley maintenance, rather than relying on one-time funding from the Reserves. The reallocation of any existing capital funds to Alley Maintenance will result in a reduction in the level of work that can be carried out in those specific programs from which the funds were redirected.

Scenario 3: Expand Eligibility of Local Residential Roads levy to include Alleys

Council will recall the recent approval of an annual Local Residential Roads levy increase of 0.25% to achieve desired service level improvements for Local Residential roads for each of the next four years (2023 – 2026).

In that report, the following was noted regarding levels of service for local roads and alleys, as presented in the 2018/2019 AMP:

“As there is a low risk of failure of local roads and alleys, both in terms of likelihood of an adverse event and the consequences to the City, other higher risks assets like expressway roads should be prioritized.”

Given the goals of the AMP and its requirements under O. Reg 588/17, Administration did not recommend changes to the current risk assessment methodology used for Roads and Paved Alleys; however recognizing the importance of Local Residential Road conditions on the overall road network rating and level of service, an increase to the AMP levy to provide direct and dedicated funding for the improvement of service levels to Local Residential roads was brought forward as an option to address this enhanced service level requirement without impacting the risk based funding currently provided for and prioritized in the AMP.

Should Council wish to consider adding the paved alleys as a component of this funding stream, Council may wish to consider expanding eligibility to include alleys under this program.

Similar to what was noted in report C39/2023, the establishment of this specific funding stream and the enhanced level of service it provides, can be seen as an advancement of the 2025 AMP requirement to define proposed levels of service.

Scenario 4: Enforcement of Existing By-Laws

There are several by-laws which that pertain to alleys.

By-law 2-2006 - *A By-Law to Establish and Maintain a System for the Collection and Disposal of Waste in the City of Windsor*, outlines the requirements for garbage preparation, including specifications for proper containers and guidelines for their placement during collection. It also prohibits scavenging activities.

Under *By-law 3-2006 - A By-Law to Establish Standards Respecting Yard Waste & Exterior Property Maintenance and to Prohibit Littering in the City of Windsor*, there are specific regulations that require the abutting property owner to maintain their portion of an alley. It also provides the authority for a by-law enforcement officer to issue an order to comply, take corrective measures for non compliance and recover costs to do so on the property owner's municipal taxes.

Part 6 of By-law 3-2006 provides the regulations for the maintenance of abutting untravelled portions of highways.

Section 6.1 Requirement to Maintain

Every owner of property shall ensure that the untravelled portion of highway abutting their property be kept free of refuse and shall ensure that grass and ground cover is trimmed or cut to a height of 31 centimetres (12 inches) or less and shall ensure that weeds are removed or destroyed.

Part 7 of By-law 3-2006 provides the regulations for the prohibition of littering within the City of Windsor. Item 7.3 states:

7.3 Maintaining the Alley or Land

Every owner or occupant of land in the City of Windsor shall keep and maintain that portion of the alley or land which abuts upon such land, up to the middle of the alley or lane, free and clear of weeds, ashes, paper, building material, rubbish and other refuse. (added By-law 126-2007, July 3, 2007)

Under Part 10 of Bylaw 3-2006 provides the regulations and authority for enforcement & penalties

10.1 Notice to Comply

The Director or an Officer may, by a notice delivered by personal service to the owner or property, or by a notice sent by prepaid mail to the owner of property, or by a notice posted on the property, or by a notice published once in a local newspaper of general circulation, or by any combination of the above as the Director or Officer deems necessary, require the owner or occupant, as the case may be, within seven (7) days of the notice being served (amended By-law 102-2013, July 8/13)

m) to remove graffiti, stains, painted slogans and other defacements (added By-law 155-2011, Sept. 6/11)

10.3 Non-Compliance with Notice

If an owner or occupant, as the case may be, fails to comply with a notice issued under section 10.1, the Director may take action to do the thing(s) required to be done as specified in the notice. (amended By-law 155-2011, Sept. 6/11)

10.4 Recovery of Expense

If the City takes action to do the thing(s) required to be done as specified in the notice, the costs of such action may be added to the tax roll and collected in the same manner as taxes.

10.6 Offence

Every person who contravenes any of the provisions of this by-law is guilty of an offence and upon conviction is liable to a fine and any other penalties as provided for in the Provincial Offences Act, R.S.O. 1990, c.P33, as amended.

Further *By-law 25-2010, A By-Law to Provide for the Protection of Highways in Windsor*, states in Part 2:

2.2 Except as otherwise permitted by this by-law, no Person shall place, occupy or maintain or cause or permit to be placed, occupied or maintained, upon any highway, any Personal property of any description, including but not limited to, signs, fences, decorative or landscape rocks or boulders, logs, raised planter beds, planters, trees or shrubs, or install any decorative landscape features whatsoever, including, but not limited to, statues, fountains, gravel, artificial turf, pavers or paving of any kind unless the objects are placed in accordance with the City of Windsor's Engineering Best Practices.

Regarding Enforcement, Part 12 states:

Part 12 – Offences & Enforcement

12.1 If this By-law is contravened, the City Engineer may make an Order requiring the Contravener to correct the contravention.

12.2 Failure to comply with an Order may result in the Corporation correcting the contravention, and the costs of the correction as well as any applicable fees under the City's User Fee Schedule will be added to the property tax roll of the Contravener and will be collected in the same manner as property taxes.

12.3 Every Person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine not exceeding the maximum fine from time to time prescribed by the Provincial Offences Act, R.S.O. 1990, c.P.33, as amended, or any legislation passed in succession thereto.

Should Council wish to pursue the enforcement route to alley maintenance standards, there will be a cost associated with increased by-law enforcement as well as possible negative public relations.

Other Considerations:

Local Improvement Policy

The Local Improvement Policy specifies cost-sharing arrangements for the construction of storm and sanitary sewers, pavements, curbs and gutters, sidewalks, private drain connections and street lighting as local improvements, implemented under the provisions of Ontario Regulation 586/06, made under the Municipal Act, 2001. The

policy applies to unpaved alleys and roads (constructed on rights-of-way assumed by the City).

From the Local Improvement Policy:

4.2 PAVEMENTS

Where:

- *Unpaved alleys or roads, including residential or local industrial roads, exist within the City right-of-way; and*
- *Abutting property owners have requested in writing these unpaved alleys and/or roads be paved; or*
- *The City initiates the installation of road pavement as a local improvement*

Under the policy, the abutting property owners will be assessed for:

- *100% of the cost, per metre of frontage, for the construction of the road base and asphalt and/or concrete pavement up to 8.6 metres in width;*
- *100% of the cost for the construction of curb and gutter, if applicable;*
- *100% of the cost for boulevard restoration. In addition, where flankage properties exist, those property owners will be assessed for:*
 - *25% of the cost, per metre of flankage, for construction of the road base and pavement for the first 45 metres of lot flankage;*
 - *25% of the cost for boulevard restoration for the first 45 metres of lot flankage;*
 - *100% of the cost for any remaining works over and above the first 45 metres of lot flankage.*

The City will pay the remainder of the total cost of the work, as outlined in section 4.6 of the Local Improvement Policy.

Waste & Recycling Collection in Alleys

Moving waste and recycling collection points from alleys does not pose any substantial risk to the future maintenance of alleys. Relocating waste and recycling collection from the alley to curbside would have a slight, yet potentially beneficial on the longevity of the alley pavement. This shift in collection points is expected to reduce the weekly wear and tear experienced by the alley, thereby extending the lifespan - albeit to a limited extent.

Snow Removal in Alleys

The City of Windsor has approximately 79 km of hard surface alleys that currently do not have snow removal included in the winter maintenance policy or budget.

If Council wanted to implement snow removal in all its paved alleys, which would be required if alleys are to be used as year round pedestrian and cycling connections, an

increase in the snow removal budget would be required as specialized equipment would be necessary due to the limited space and narrow widths of the alleys. (Action 3C.1: of Walk, Wheel Windsor called for a review and update current minimum maintenance standards and ice/snow removal requirements for active transportation infrastructure including sidewalks, bicycle lanes, pathways, and transit stops).

Snow cannot be plowed in the same manner as is done on roads as there is no storage capacity within the alleys, and the snow could potentially block access to adjacent properties. Instead, the snow would need to be removed and transported to designated snow dump sites.

Implementing snow removal in alleys would enhance safety for garbage collection crews, providing a clearer pathway for trucks and staff.

In 2018, a report to Council (S 135/2018) estimated that, assuming a threshold of 10 cm of snow accumulation per event, the estimated cost for alley snow removal would be \$1.6 million per season, completed within a 24 to 36-hour period similar to residential snow clearing. This estimate would need to be adjusted should Council wish to consider snow removal in its paved alleys. Depending on the number and magnitude of snow events in a given winter season, the annual cost of snow removal can vary significantly. These fluctuations in cost represent a significant financial risk. Designating a “winter cycling network” for snow clearing would further reduce the overall cost of snow removal in alleys by limiting the total number of alleys requiring Winter Maintenance.

Snow removal in alleys also carries the potential for increased property damage claims as the space in which to remove the snow is very tight and manoeuverability for snow removal equipment is very limited.

Risk Analysis:

Increasing the level of service for alley maintenance outside of the annual budget process, or ahead of the identification of levels of service for the City’s other assets as part of the 2025 AMP requirements, would be without the benefit of fully understanding the impact that this would have on the City’s other core assets and associated budgets. This represents a risk to the City’s overall asset management program.

Enforcing by-laws aimed at achieving cleaner and more welcoming alleys might lead to unfavorable responses from residents who are directly impacted both in terms of the physical task of cleaning up the alley and the potential imposition of fine(s).

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The financial impacts have been outlined throughout Discussion section of the report. The options, as presented, have varying financial implications which will need to be further developed based on the direction provided and will result in either the reprioritization of existing services or pre-commitments to future operating and/or capital budgets.

Consultations:

Cindy Becker, Financial Planning Administrator – Operations

Natasha Gabbana, Senior Manager of Asset Planning

Roberta Harrison, Coordinator, Maintenance

Craig Robertson, Licence Commissioner / Deputy City Clerk

Rob Slater, Executive Initiatives Coordinator

Conclusion:

While this report does not recommend establishing minimum maintenance standards for alleys, it does provide Council with information regarding the direct relationship between funding and alley improvements by providing various options to increase available funding and one option to yield positive results in terms of cleanliness, through enforcement. The latter approach could also elicit negative reactions from affected residents due to the potential fines and increased responsibilities for upkeep.

Planning Act Matters:

N/A

Approvals:

Name	Title
Shawna Boakes	Deputy City Engineer / Executive Director of Operations
Cindy Becker	Financial Planning Administrator - Operations
Chris Nepszy	Commissioner, Infrastructure Services

Name	Title
Janice Guthrie	Commissioner, Corporate Services, Chief Financial Officer
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:



Subject: Temporary Traffic Calming Measures For Class I Collector Roadways (CQ16-2023) - City Wide

Reference:

Date to Council: July 26, 2023
Author: Author: Shannon Deehan
Transportation Planning Coordinator
519-255-6267 ext 6188
sdeehan@citywindsor.ca

Public Works - Operations
Report Date: July 7, 2023
Clerk's File #: ST2023

To: Mayor and Members of City Council

Recommendation:

THAT Council **APPROVE** the updated Expedited Traffic Calming Procedure as listed in Appendix A.

THAT Council **PRE-COMMIT** \$100,000 in 2026 Pay-As-You-Go funding from the Traffic Calming Initiatives project, OPS-021-07, for immediate use.

Executive Summary:

N/A

Background:

At the meeting of City Council on November 15, 2022, Councillor Costante asked CQ27-2021 as follows:

“Asks that Administration report back on the feasibility of adding Collector 1 roadways into the Expedited Traffic Calming process. To allow for some tools, at the discretion of the Road Authority, to be installed on this type of road where there the road has significant residential frontages.”

In April of 2021, City Council approved the inclusion of the Expedited Traffic Calming Procedure in the City's Traffic Calming Policy. This procedure was intended to provide details for the implementation of Traffic Calming tools without conducting a warrant as

outlined in the Permanent Traffic Calming Procedure. An Expedited Traffic Calming program was developed utilizing \$100,000 per year from the Traffic Calming capital budgets allowing Councillors to spend \$10,000 per ward for 2 years (2020 and 2021). The program did not begin until 2021 with installation beginning in 2022.

Discussion:

Temporary Traffic Calming Measures

Temporary traffic calming measures offer advantages over permanent measures in certain situations. They can be installed quickly without going through the full warrant review and public consultation process required for permanent measures. If negative feedback is received, temporary measures can be swiftly removed.

Temporary measures are considered in various scenarios:

- (a) when permanent traffic calming is being reviewed, approved, designed, or constructed;
- (b) in neighborhoods facing temporary or anticipated traffic issues;
- (c) on streets that don't qualify or are unsuitable for permanent measures but have unresolved traffic problems;
- (d) as an interim solution for locations slated for roadwork in the near future;
- (e) for cost savings compared to permanent measures (though not applicable to all measures); and
- (f) to rotate through multiple locations, benefiting several streets with a single device (this may not provide the same service level as one device at a fixed location).

Additionally, some jurisdictions have implemented programs of lower-impact temporary traffic calming measures that are used for locations that do not meet the standard warrant for typical traffic calming measures.

For both temporary and permanent traffic calming, most municipalities use traffic data (e.g. measured speed and volumes) to confirm that traffic calming will be effective at addressing the neighbourhood's concerns and to prioritize between locations.

Temporary Traffic Calming in Windsor's Current Framework

The Traffic Calming Policy provides flexibility for Council to consider temporary traffic calming measures when deemed appropriate.

Under the current Traffic Calming Policy, all traffic calming measures, whether temporary or permanent, are subject to the same warrant review and approval process. This approach was consistent with other jurisdictions and national guidance that was available during the best practice review for the 2015 Traffic Calming Policy update.

The current Expedited Traffic Calming Procedure allows for the use of radar feedback signs, digital warning signs, and other methods, on local and Class II Collector roads.

Class I Collector roads are typically addressed through the permanent traffic calming policy. There are, however, some Class I Collector roads that have the same cross section and feel of a Class II Collector, and while not all expedited traffic calming tools would be appropriate to install, radar feedback signs and digital warning signs do not pose a concern.

Community Comparison

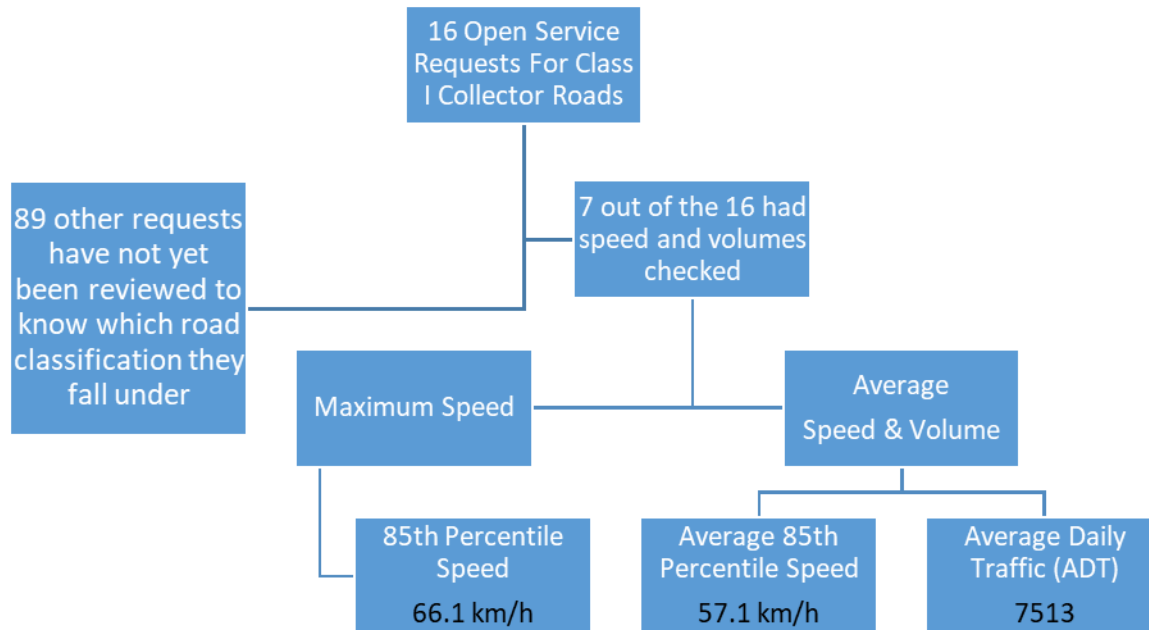
	Design Criteria for Radar Speed Feedback Signs
City of Ottawa (pg 53)	<ul style="list-style-type: none"> • Two-lane roads with low to moderate traffic • In advance of school priority zones
Town of Innisfil (pg 22)	<ul style="list-style-type: none"> • Should not be used where other devices and roadway environments are already making intensive demands on driver attention (i.e., close to traffic control devices, pedestrian crossings, etc.) • TAC Application Guidelines for Speed Display Devices – Section 6 contains Design of Display guidelines, Section 7 contains Installation information • Active display text must be a minimum of 200 mm high and clearly visible from entire approach lane from a distance of 45 m to 200 m • For urban or residential areas: ideally placed between 300 mm to 2 m from curb lane • For rural areas: ideally placed 2 to 4 m from edge of outer travel lane • Preliminary estimation of installation costs – Low to Medium
City of Kingston (pg 17)	<ul style="list-style-type: none"> • The active display text must be a minimum of 200 mm high and should be clearly visible from any part of the approach lanes from distances between 45 m and 200 m. In rural areas without raised curbs, the device should ideally be installed 2 to 4 m from the edge of the outer travel lane. In urban or residential areas with raised curbs, the device should ideally be placed between 300mm to 2 m from the curb lane

A study conducted by Tony Churchill and Surendra Mishra from the City of Calgary showed that the radar speed feedback signs have a positive impact in reducing speeds of vehicles when they are present. At one location in particular (Table 3), the 85th percentile speed was reduced by 6.57 km/h with a 60km/h speed limit, bringing the 85th percentile speed below the posted speed limit.

Summary from 2021 – 2023:

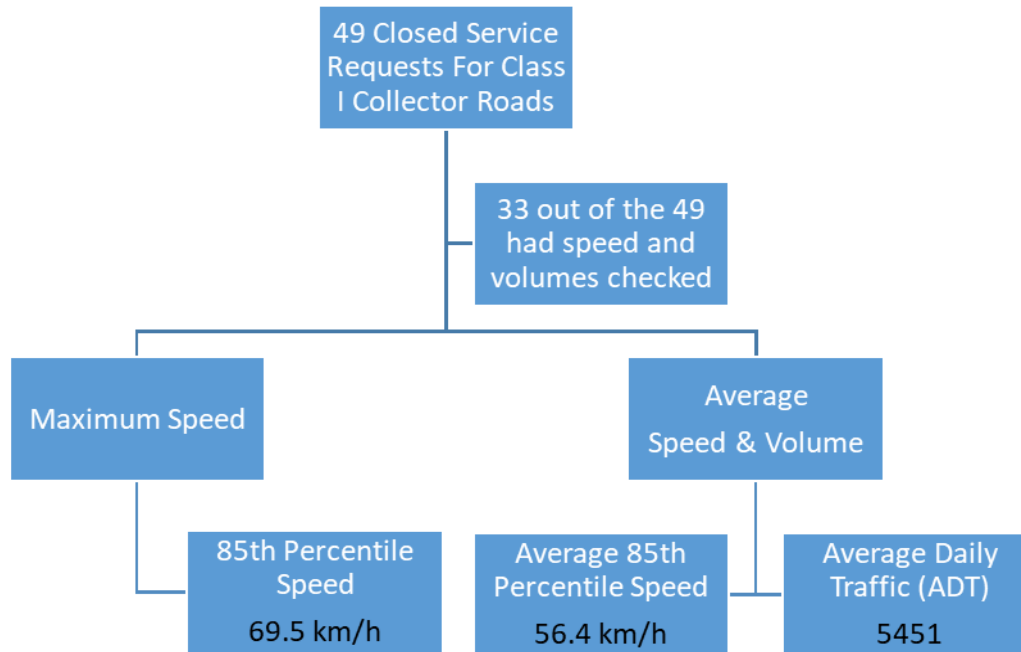
OPEN REQUESTS

There are currently a total of sixteen (16) open service requests that have been received for Class I Collector Roads from 2021 to date. The posted speed limit for all locations was 50 km/h.



CLOSED REQUESTS

A total of forty-nine (49) service requests for Class I Collector Roads have been closed from 2021 to date. The posted speed limit for all locations was 50 km/h.



It is recommended to include Class I Collector Roadways in the Expedited Traffic Calming Process specifically for radar speed feedback signs year-round, provided that the roadways meet the following criteria:

- The Class I Collector road must have only one lane in each direction with a maximum posted speed limit of 50 km/h.
- Allowable locations at the discretion of the Executive Director of Operations.

Per the Permanent Traffic Calming Procedure, the expected volumes of traffic on the following road classifications are below:

- 1,000 vehicles per day (vpd) for local roadways
- 3,000 vpd for Class II collector roadways
- 6,000 vpd for Class I collector roadways

Since Class I collector roadways have higher volumes of traffic it is projected that they will have a greater traffic calming effect by allowing the radar speed feedback signs on Class I collector roadways.

Cost of Temporary Traffic Calming Measures

The current cost to purchase radar speed feedback signs is \$5,000 and can be purchased through the funds available through the expedited traffic calming fund or through ward funds.

Continuation of the Expedited Traffic Calming Program

As directed by Council, the expedited traffic calming program was funded for 2 years a cost of \$100,000 per year (\$10,000 per ward). Funding was available in 2021 and 2022. In 2023, Administration utilized traffic calming capital funding to continue this program due to the success in past years. The program's success is tied to the ability

of each Councillor to quickly implement traffic calming measures without waiting for a lengthy warrant process.

While there were some delays along the way due to staffing and availability of material, Administration has developed a documented process for the program, assuming it will continue in 2024. The following outlines that process and timelines that Administration expects to follow moving forward;

- **November 2023** – Meet with Councillors to discuss next year’s program.
- **December 2023** – Provide layouts and plans to Councillors for approval.
- **January 2024** – Order materials.
- **Spring 2024** – Installation of the approved tools.

This will allow for the yearly allocations to each Councillor to be in place as early as possible in the calendar year.

Risk Analysis:

There are no risks related to the changes recommended to the Expedited Traffic Calming Procedure.

Not continuing to fund the Expedited Traffic Calming Program would mean that all traffic calming requests would follow the standard program in which many of the locations where expedited tools have been implemented did not warrant based on the standard program, or they were very low on the list for implementation.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

At this time, there is approximately \$100,000 in uncommitted funding remaining in the Traffic Calming capital program project available to complete work for various traffic calming initiatives under the annual traffic calming program. The annual traffic calming program project does not currently include funding for expedited traffic calming.

In the current 10-year capital budget for the traffic calming program, there are no additional budget dollars allocated until 2026. Administration is recommending a \$100,000 pre-commitment of the \$400,000 currently allocated to the 2026 Traffic Calming budget (Pay-As-You-Go funding), OPS-021-07, for immediate use. This will

provide adequate funding in 2023 to begin ordering materials needed to continue the program through 2024. Funding for expedited traffic calming initiatives beyond 2024 will be submitted for Council consideration during the 2024 capital budget deliberations. At this time, should Council approve the 2024 pre-commitment for the expedited program, there would be no further funding for 2025 and beyond.

In addition, the cost of the maintenance of the tools that have been purchased to facilitate the program thus far are covered by the program, and therefore should the program no longer be funded in future years, a new funding process will be required to continue maintenance of this equipment under the Traffic Calming Program.

Consultations:

Ian Day, Traffic Operations

Mike Dennis, Financial Manager, Asset Planning

Conclusion:

Administration recommends continuing with the Expedited Traffic Calming program with a \$100,000 pre-commitment of 2026 funding from the Traffic Calming Initiatives project, OPS-021-07, to fund the 2024 program.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cindy Becker	Financial Planning Administrator
Shawna Boakes	Executive Director of Operations
Janice Guthrie	Commissioner, Corporate Services & Chief Financial Officer
Chris Nepszy	Commissioner, Infrastructure Services
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

- 1 Expedited Traffic Calming Procedure

THE CORPORATION OF THE CITY OF WINDSOR PROCEDURE

Service Area:	Office of the City Solicitor	Procedure No.:	
Department:	Planning and Building Services	Approval Date:	
Division:	Transportation Planning	Approved By:	
		Effective Date:	On Approval
Subject:	Expedited Temporary Traffic Calming Procedure	Policy Ref.:	Traffic Calming Policy
		Pages:	Replaces:
Prepared By:	L. Ash, Policy Analyst	6	Date:

1. PURPOSE

1.1. This procedure is intended to provide details for implementation of the Traffic Calming Policy without conducting a full traffic calming warrant review as outlined in the Permanent Traffic Calming Procedure.

2. SCOPE

2.1. This procedure provides details for expediting implementation of temporary traffic calming measures.

3. RESPONSIBILITY

3.1. Responsibility for implementing this procedure is outlined in the Traffic Calming Policy.

4. PROCEDURE

4.1. Some temporary traffic calming measures may be installed without completing the full warrant review and public consultation process outlined for permanent traffic calming measures, and may be removed quickly if negative feedback is received.



4.2. Temporary traffic calming measures may be considered:

- a) at locations that have been approved (or are likely to be approved) for traffic calming through the Permanent Traffic Calming Procedure and are in the review, approval, design or construction stages;
- b) if a neighbourhood is experiencing (or is expected to experience) temporary traffic issues;
- c) on streets that do not qualify for (or are otherwise unsuitable for) permanent traffic calming measures but have traffic issues that remain unaddressed;
- d) as an interim solution for locations that qualify for traffic calming but are identified for roadwork in the near future (e.g. road reconstruction);
- e) to lower the cost of installation compared to permanent measures (not applicable with all measures); and

f) to be able to rotate through several locations so that one device can benefit multiple streets (e.g. radar speed feedback sign). This may not provide the same service level as one device at a fixed location.

4.3. Administration may respond to a traffic speed concern by offering the temporary traffic calming measures provided in **Table 1**. A cost estimate range applied to each measure is provided in **Table 2**.

Table 1: Temporary Traffic Calming Measures

Item #	Measure	Example	Description	Estimated Annual Cost Range
4.3.1	Radar Speed Feedback Trailer	 <p>Denvergov.org</p>	A portable electronic speed display device placed at the location of a traffic speed concern to measure vehicle speeds of oncoming traffic and display the speed to nearby drivers and residents.	\$ - \$\$
4.3.2	Lawn Signs		A lawn sign provided upon request for placement within the boulevard to identifying a local speed concern and encourage safe driving habits and lower vehicle operating speeds on neighbourhood streets.	\$

4.3.1. Radar Speed Feedback Trailer

4.3.1.1. A resident may request to have the radar trailer placed at a specific location by contacting 311. Requests may also be received from a Ward Councillor or the Windsor Police Service.

4.3.1.2. Administration will review the request and place the radar trailer in the closest possible location that will capture the driver's full speed. Due to prior commitments, there may be a delay from the time the request is made to the time the radar trailer is present onsite. Other factors that may cause delays include weather and/or construction activity.

- 4.3.1.3. The radar trailer will typically remain at each location until two full week-days of data are collected.
- 4.3.1.4. The results of the radar speed detection are recorded and shared with the Windsor Police Service.
- 4.3.1.5. The radar trailer may be used on any road classification except expressways.
- 4.3.1.6. Locations are not eligible for a repeat radar trailer within 3 years.

4.3.2. Lawn signs

- 4.3.2.1. A resident may request a lawn sign by contacting 311 and providing their information. Signs will be available on a first-come first-served basis, subject to availability each year. Councillors will be provided with 10% of the total number of signs for distribution within their ward. Generally, one sign will be provided per dwelling unit.
- 4.3.2.2. Signs must be placed in the lawn at least 0.6 meters (2 feet) from the curb, sidewalk or edge of roadway.
- 4.3.2.3. Signs must not obstruct sidewalks, or sightlines for pedestrians, cyclists or drivers, or be placed within 3 meters of a fire hydrant, on a roadway, median, traffic island, sidewalk, bicycle path, multi-use trail, near an expressway (or expressway ramp) or anywhere that interferes with access to or operation of a drainage ditch, culvert, bridge or overpass.
- 4.3.2.4. Signs must be used as supplied, without further illumination or the use of reflective tape, and inserted into the ground using the wire frame only. Signs are not to be mounted on a building, structure, post, pole, tree or bush.
- 4.3.2.5. Signs can be reused year after year. Once received, the condition of the sign is the responsibility of the requestor.
- 4.3.2.6. Signs can deteriorate over time and should be safely maintained and replaced when needed. Signs that are unsafe or unable to stay anchored into the ground should be removed immediately.
- 4.3.2.7. Signs can be used adjacent to all roadways except expressways.
- 4.3.2.8. Administration may request residents who received a lawn sign to participate in a short survey regarding their use and effectiveness.

Table 2: Estimated Cost Range




Symbol	Range
\$	\$0 - \$5,000
\$\$	\$5,000 - \$20,000
\$\$\$	\$20,000 - \$50,000
\$\$\$\$	\$50,000 - \$100,000
\$\$\$\$\$	> \$100,000






- 4.4. Administration may install the temporary traffic calming measures provided in **Attachment A** on Local or Class II Collector roads upon direction from the Ward Councillor without the full warrant review and public consultation process outlined for permanent traffic calming.
- 4.5. Administration may install items 1 or 2 in Attachment A on Class I Collector roads that have no more than 2 travel lanes and a maximum posted speed limit of 50 km/h, upon the direction from the Ward Councillor and approval of the Executive Director of Operations, without the full warrant review and public consultation process outlined for permanent traffic calming.
- 4.6. Projects would be funded by the temporary traffic calming measures initiative on a cost recovery basis, with 10% of the total funds being allocated per ward. Administration may meet with Councillors annually to review the prioritized list of outstanding traffic calming requests and speed/volume concerns to help create a plan for each year's budget. Measures will not automatically be renewed each year; funds must be approved each year to renew certain measures (such as pavement markings that would otherwise they will be allowed to fade, flexible posts that may require removal before the winter season and would not be reinstalled without subsequent direction and funding as necessary, etc.). Councillors may choose to rotate certain measures between wards/locations at a lower cost than purchasing additional units.
- 4.7. Administration will continue to explore new traffic calming measures and may test different measures as pilot projects to determine if they are suitable for temporary or permanent installation.
- 4.8. Where a resident or Councillor requests a more thorough traffic calming review, Administration will refer to the Permanent Traffic Calming Procedure.
- 4.9. Where requests are received on higher classification roadways, such as Arterial roadways as defined in the City's Official Plan, Administration will refer to the Arterial Roadways Traffic Calming Procedure.
- 4.10. Where requests form part of a planned or existing bikeway, Administration will refer to the Bikeways Traffic Calming Procedure.

5. RECORDS, FORMS, AND ATTACHMENTS

- 5.1. Records for this policy shall be prepared and retained in accordance with Records Retention By-Law 21-2013, as amended.
- 5.2. Attachment A – Expedited Temporary Traffic Calming Toolbox

ATTACHMENT A – Expedited Temporary Traffic Calming Toolbox

Item #	Measure	Example	Description	Est. Initial Cost	Est. Annual Maint. Cost
1	Radar Speed Feedback Signs	 <p style="text-align: center;">Townofsananselmo.org</p>	Post or pole-mounted radar speed feedback signs provide immediate feedback alerting the driver to their speed. Ideally this will encourage drivers to obey the speed limit. Additional enforcement or physical measures are encouraged to reinforce the treatment.	\$\$	\$
2	Vehicle Activated Warning Signs	 <p style="text-align: center;">Unipartdorman.com</p>	Solar powered electronic signs equipped with radar speed detectors alert drivers of hazards ahead when activated by speeds surpassing a programmed threshold.	\$ - \$\$	\$
3	On-Road Sign Pavement Markings	 <p style="text-align: center;">google.com/maps (Queen St. S. at Glenfern Ave., Hamilton, Ontario)</p>	Sign pavement markings may be used to provide on-road messages, such as “MAX 50 km/h”, “Stop Ahead”, “School Ahead”, or “SLOW”.	\$ - \$\$	\$ - \$\$

		 <p>google.com/maps (S. Sterling Ave., Tampa, Florida)</p>			
4	* Flexible Posts	 <p>City of Kalamazoo</p>	Flexible posts anchored to the pavement to create bulb-outs or chicane.	\$	\$
5	* Traffic Calming Curbs	 <p>facebook.com/MunicipalityofLeamington (Talbot St. W. at Queens Ave.)</p>  <p>google.com/maps (McKenzie Towne Gate, Calgary)</p>  <p>google.com/maps (Erin Woods Blvd., Calgary)</p>	Precast concrete slabs used to create curb extensions, traffic circle centre islands, chicanes or protected bicycle lanes.	\$ - \$\$	\$ - \$\$

* Will likely need to be removed during the winter season (November to April)