



CITY OF WINDSOR MINUTES 09/23/2020

Environment, Transportation & Public Safety Standing Committee Meeting

Date: Wednesday, September 23, 2020

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

Members Present:

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante (Vice Chairperson)

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Member Regrets

Ward 4 - Councillor Holt

Clerk's Note: Members participated via video conference, in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation during a declared emergency.

ALSO PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Mark Winterton, City Engineer

Pat Delmore, Executive Director of Transit Windsor

Tyson Cragg, Executive Director of Transit Windsor

Vincenza Mihalo, Executive Director of Human Resources

Karina Richters, Supervisor of Environmental Sustainability & Climate Change

Anna Ciacelli, Supervisor of Council Services

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1. CALL TO ORDER

The Vice Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:31 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 of its meeting held August 26, 2020

Moved by: Councillor Francis
Seconded by: Councillor McKenzie

THAT the Minutes of the Environment, Transportation & Public Safety Standing Committee meeting (excluding Transit matter items) held August 26, 2020 **BE ADOPTED** as presented.
Carried.

Moved by: Councillor Francis
Seconded by: Councillor McKenzie

THAT the Minutes of the Environment, Transportation & Public Safety Standing Committee meeting (Transit matter items only) held August 26, 2020 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 254/2020

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

None presented.

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6. PRESENTATIONS AND DELEGATIONS

See Item 9.1.

7. COMMITTEE MATTERS

None presented.

8. ADMINISTRATIVE ITEMS

8.1. In Response to Council Question CQ12-2020 Regarding Net Zero Neighbourhood Plan for Sandwich South Development Area

Councillor McKenzie inquires, in terms of the Sandwich South Servicing Master Plan, to what extent if they proceed with what is being proposed, would both processes inform one another or would there be a collaboration. Karina Richters, Supervisor, Environmental Sustainability and Climate Change appears before the Environment, Transportation and Public Safety Standing Committee via video conference regarding the administrative report “In response to Council Question CQ12-2020 Regarding Net Zero Neighbourhood Plan for Sandwich South Development Area” and indicates both plans should work in consultation with each other. Ms. Richters adds that she is not certain how this sustainable action plan would unfold, but if there are opportunities for District Energy, there would be infrastructure requirements within the public right-of-way. Ms. Richters indicates that they are also hoping to address some of the climate resiliency aspects as well which may benefit from that collaboration.

Councillor McKenzie indicates that this was a Council Question that came forward as a result of the recommendations that were embedded in the Climate Change Action Plan that was tabled several months ago. Ms. Richters indicates that this was one of the primary mitigation options as outlined in the acceleration of the climate emergency report.

Moved by: Councillor McKenzie

Seconded by: Councillor Kaschak

Decision Number: **ETPS 785**

1. THAT the report of the Community Energy Plan Administrator dated September 1st, 2020 entitled “In Response to Council Question CQ12-2020 Regarding Net Zero Neighbourhood Plan for Sandwich South Development Area” **BE RECEIVED** for information.
2. THAT City Council **APPROVE** Administration to submit an application to FCM’s Green Municipal Fund for grant funding (“the Grant”) to complete a Sustainable Neighbourhood Action Plan, along with the following recommendations:

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- a. That the Chief Administrative Officer **BE AUTHORIZED** to execute any agreements, declarations or approvals required to submit the application to the Grant;
 - b. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action and sign any such documentation as may be required to effect the recommendations and funding for the Grant, subject to all documentation being satisfactory in legal form to the City Solicitor, in technical content to the City Engineer, and in financial content to the City Treasurer;
 - c. That in the event the City receives written confirmation of the Grant funding being awarded to the City, implementation of the Project does not result in a need for additional City funding not already approved by City Council and where the Grant provider confirms that expenditures as of that date are eligible, then City Council **APPROVES** the following recommendations:
 - i. The Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims and applicable schedules and other such documents required as part of the request for payment to the Supervisor, Environmental Sustainability & Climate Change or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager; and,
 - ii. The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign agreements or contracts with successful vendors / proponent / bidders satisfactory in technical content for all projects to the City Engineer, in financial content to the City Treasurer, and in legal form to the City Solicitor; and,
 - iii. The Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders or RFPs as may be required to effect the recommendations noted above, subject to all specification being satisfactory in technical content to the City Engineer, in legal content to the City Solicitor and in financial content to the City Treasurer.
3. THAT City Council **APPROVE** the use of \$123,500 in funding from the Climate Change Reserve Funds (Fund 223) as the City's matching funding for the development of the Sustainable Neighbourhood Action Plan, which includes a building energy audit.
- Carried.

Report Number: S 116/2020
Clerk's File: EI/10822

9. TRANSIT BOARD ITEMS

The Chair introduces Mr. Tyson Cragg, as the new Executive Director of Transit Windsor. Mark Winterton, City Engineer, appears before the Environment, Transportation and Public Safety Standing Committee via video conference and indicates that Mr. Cragg began his employment with the City of Windsor on September 21, 2020. Mr. Winterton advises that Pat Delmore will continue

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on and work with Mr. Cragg for the next couple of months. Mr. Winterton provides some details related to Mr. Cragg's background, indicating he came from London Transit and he has an extensive background in transit and other logistic work. Mr. Winterton adds that following a nationwide thorough and exhaustive search, they are quite pleased to have Mr. Cragg on board. Mr. Cragg thanks the Environment, Transportation & Public Safety Standing Committee members for this opportunity to be here and adds that he is very happy to be back in the City of Windsor. He began his career in Windsor 25 years ago, graduated from the University of Windsor and is excited for this opportunity as there are great things going on in the transit industry.

Councillor McKenzie provides comment on behalf of the Transit Windsor Advisory Committee, which he Chairs, that he is looking forward to working with Mr. Cragg to improve the already excellent record with respect to transit in the City of Windsor.

Councillor Kaschak states as a proponent of transit, he is looking forward to working with Mr. Cragg to improve things throughout the city and certainly in his Ward.

The Chair welcomes Mr. Cragg and adds he has "big shoes to fill" and notes there has not been a more exciting time to be a part of Transit Windsor in terms of what has been accomplished and everything yet to come.

9.1. Transit Windsor - Non Union Salary Market Review-City Wide

Colette Annetts, Consultant Annetts & Associates (available for questions)

Colette Annetts, Consultant Annetts & Associates, appears before the Environment, Transportation and Public Safety Standing Committee via video conference regarding the administrative report, "Transit Windsor - Non Union Salary Market Review-City Wide" and is available for questions.

Councillor McKenzie questions why retroactive pay is being recommended back to 2017. Vincenza Mihalo, Executive Director Human Resources, appears before the Environment, Transportation and Public Safety Standing Committee via video conference regarding the administrative report "Transit Windsor- Non Union Salary Market Review – City Wide" and indicates that salary market surveys are undertaken every two years, the last survey done was for 2017/2018 and the next will be done for 2019/2020. In 2021, they will be conducting another salary market review for Transit as they would for non-union salaried employees for the previous two years.

Councillor McKenzie states in the previous periods, it showed a small increase in the wages that needed to be retroactively handled in comparison to the 2017/2018 time period. He adds that the comparators for 2017/2018 were changed in 2018. C. Annetts indicates that they had the same findings but were uncertain of the reliability of the data that was received in 2015/2016 so they were hesitant to act on the 2015/2016 findings. Ms. Annetts adds they wanted to ensure that they had appropriate solid research, but there was a trend beginning in 2015/2016 of the same percentile rankings that were found in 2017/2018.

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Moved by: Councillor McKenzie
Seconded by: Councillor Francis

Decision Number: **ETPS 786**

THAT the Salary Market Review completed by Annetts & Associates, reporting on the compensation of Transit Windsor Non Union Employee group **BE RECEIVED** for information; and,

THAT the recommended 2017 salary increase of 5.4%, for the non union employee group **BE APPROVED**; and,

THAT the recommended effective date of April 1, 2017 for the recommended increase **BE APPROVED**; and,

THAT the estimated retroactive cost (April 1, 2017 – September 30, 2020) of approximately \$573,740.33 **BE APPROVED** and that it **BE FUNDED** from the City's Salary & Wage Provision; and,

THAT the estimated variance (October 1, 2020 – December 31, 2020) of approximately \$44,662.15 **BE APPROVED** and that it **BE FUNDED** from the City's Salary & Wage Provision; and,

THAT the estimated 2021 budget impact of approximately \$158,388.63 **BE APPROVED** and that it **BE FUNDED** from the City's Salary & Wage Provision.

Carried.

Report Number: S 109/2020
Clerk's File: MT/13708

10. ADOPTION OF TRANSIT BOARD MINUTES

None presented.

11. QUESTION PERIOD

None registered.

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12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 4:44 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held October 21, 2020.

Carried.

Ward 2 – Councillor Costante
(Vice Chairperson)

Supervisor of Council Services