



## OFFICE OF THE CITY CLERK COUNCIL SERVICES

**CITY HALL  
WINDSOR, ONTARIO  
N9A 6S1**

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### CAO APPROVAL

The Chief Administrative Officer approved the following recommendation:

**Report Number: CAO 269/2025  
Approved: Monday, December 29, 2025**

- I. THAT the Chief Administrative Officer **APPROVE** the signing and submission of the Invasive Species Action Fund ("ISAF") application as described in this report, subject to all documentation being satisfactory in form to the City Solicitor, in technical content to the Executive Director, Parks Recreation & Facilities and in financial content to the City Treasurer, or designates; and,
- II. THAT the Chief Administrative Officer and City Clerk **EXECUTE** any agreements, declarations or approvals and any other such documents required resulting from receiving funding from the ISAF, subject to all documentation being satisfactory in form to the City Solicitor, in technical content to the Executive Director, Parks Recreation & Facilities and in financial content to the City Treasurer, or designates; and,
- III. THAT the Chief Administrative Officer **AUTHORIZE** signing of all claims and applicable reports and other such documents as required as part of receiving the funding from the ISAF, to the Executive Director, Parks, Recreation & Facilities subject to all documentation being satisfactory in financial content to the area's Financial Planning Manager.

Report Number: CAO 269/2025  
Clerk's File: SR/14625

*Anna Ciacelli*  
Deputy City Clerk / Supervisor of Council Services



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December 30, 2025

### Department Distribution

Asset Coordinator
Executive Director, Capital Planning & Corporate Energy/Deputy Treasurer
Manager Development, Revenue & Financial Administration
City Solicitor
Executive Director Parks, Recreation & Facilities (A)
Commissioner of Community Services
Commissioner Finance, Chief Financial Officer/City Treasurer
Chief Administrative Officer