

ACON 2022

August 5, 2022

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of Council will be held on **Monday, August 8, 2022, at 1:30 o'clock p.m., in Room 139, 350 City Hall Square.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed.

The **regular meeting** of Council will be held on **Monday, August 8, 2022 at 4:00 o'clock p.m., in the Council Chambers, 350 City Hall Square.**

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos
City Clerk

/bm

c.c. Chief Administrative Officer

Consolidated City Council Meeting Agenda

Date: Monday, August 8, 2022

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

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

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

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 – Councillor Fabio Costante

Ward 3 – Councillor Rino Bortolin

Ward 4 – Councillor Chris Holt

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – Councillor Jeewen Gill

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

Item #	Item Description
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1.	ORDER OF BUSINESS
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| 1.1. | In the event of the absence of the Mayor, Councillor Sleiman has been Appointed Acting Mayor for the month of August, 2022 in accordance with By-law 176-2018, as amended |
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2.	CALL TO ORDER - Playing of the National Anthem
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READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomie. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

3.	DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
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4.	ADOPTION OF THE MINUTES
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| 4.1 | Minutes of the July 25, 2022 Regular City Council meeting (SCM 216/2022) (enclosed) |
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5.	NOTICE OF PROCLAMATIONS
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Proclamations

“230th Anniversary: Black Loyalist Exodus - 15 Ships to Sierra Leone” – Monday, August 1, 2022

6.	COMMITTEE OF THE WHOLE
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7.	COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)
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| 7.1. | Correspondence 7.1.1. through 7.1.8. (CMC 12/2022) (enclosed) |
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| 7.2. | Detroit-Windsor Regional Centre of Expertise for Sustainable Development - City Wide (C 126/2022) |
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- 7.3. Your Quick Gateway (Windsor) Inc. – 1st Quarter 2022 Financial Statements - City Wide **(C 139/2022)**

8. **CONSENT AGENDA**

- 8.1. 2021 Tax Relief - Extreme Poverty and/or Illness - City Wide **(C 137/2022)**
Clerks Note: Administration provides a P & C Memo for Mayor & Members of Council only (under separate cover) **(previously distributed)**
- 8.2. Renewal of Payment Card Services with Chase Paymentech - City Wide **(C 128/2022)**
- 8.4. External Auditor Contract Extension - 2022-2026 - City Wide **(C 125/2022)**
- 8.5. 2022 Second Quarter Operating Budget Variance Report - City Wide **(C 131/2022)**
- 8.6. 2023 Budget Process - Public Engagement - City Wide **(C 135/2022)**
- 8.7. Renewal of Banking/Cash Management Services Agreement with the Bank of Nova Scotia - City Wide **(C 127/2022)**
- 8.8. Appointment of a Drainage Engineer for New Access Bridge over the Little 10th Concession Drain (3940 Lauzon Road) - Ward 9 **(C 113/2022)**

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

- 8.3. Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Service - Ward 5 **(C 104/2022)**
Clerk's Note: Administration submitting the **attached** correction to the Appendix which was previously distributed.
Clerk's Note: Administration requesting that this report be deferred to a future meeting of Council to allow for further discussion between the parties to take place.

10. **PRESENTATIONS AND DELEGATIONS**

- 11.6. Rosalie Trombley Commemorative Statue Project and Funding-City Wide **(C 138/2022)**
a) Donna Mayne, artist and sculptor, available for questions *(via Zoom)*
b) John Fairley, sculptor donor/sponsor on behalf of St. Clair College *(via Zoom)*
c) Charlie O'Brien, supporter *(via Zoom)*
d) Tim Trombley, supporter *(via Zoom)*

11. **REGULAR BUSINESS ITEMS** (Non-Consent Items)
- 11.1. CIP Applications in a "Lame Duck" Council Situation –City Wide **(C 142/2022)**
- 11.2. Investing in Canada Infrastructure Program - Public Transit - Automatic Passenger Counters - City Wide **(C 140/2022)**
- 11.3. Exemption to Noise By-law 6716 for Nighttime Construction Work – Huron Church Road – Ward: 2 & 10 **(C 132/2022)**
- 11.4. Applications for Tax Reductions under S. 357/358 of the Ontario Municipal Act 2001 - City Wide **(C 136/2022)**
- 11.5. Properties Under Municipal Vesting Considerations - Wards 5 & 9 **(C 134/2022)**
- 11.7. UV Module Replacement for the UV disinfection system at the Lou Romano Water Reclamation Plant(LRWPR)-City Wide **(C 141/2022) (enclosed)**
- 11.8. CQ 10-2022 - Response to CQ 10-2022 - Expansion of Tennis/Pickleball Courts within the City - City Wide **(C 143/2022) (enclosed)**
- 11.9. Economic Revitalization Community Improvement Plan (CIP) application submitted by NextStar Energy Inc. for Automotive Battery Manufacturing Facility located at Banwell Road and EC ROW Avenue East (Ward 9) **(C 108/2022) (enclosed)**
- 11.10. Confirm and Ratify Report – Town of LaSalle-Transit Service Agreement Renewal—City Wide **(C 144/2022) (enclosed)**
12. **CONSIDERATION OF COMMITTEE REPORTS**
- 12.1 (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
13. **BY-LAWS** (First and Second Reading) **(enclosed)**
- 13.1. **By-law 115-2022** BEING A BY-LAW RESPECTING THE LICENSING OF SHORT-TERM RENTAL OWNERS AND TO REGULATE ALL RELATED ACTIVITY, authorized by CR67/2022, dated February 14, 2022
- 13.2. **By-law 116-2022** A BY-LAW TO AUTHORIZE THE DELEGATION OF AUTHORITY TO CHIEF ADMINISTRATIVE OFFICER FOR THE PURPOSE OF APPROVING COMMUNITY IMPROVEMENT PLAN AND HERITAGE GRANT APPLICATIONS BETWEEN AUGUST 19, 2022 AND NOVEMBER 15, 2022 (THE "LAME DUCK PERIOD"), authorized by C 142/2022, dated August 8, 2022 **(See Item 11.1)**
- 13.3. **By-law 117-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR300/2022, dated July 11, 2022

- 13.4. **By-law 118-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR299/2022, dated July 11, 2022
- 13.5. **By-law 119-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR315/2022, dated July 25, 2022
- 13.6. **By-law 120-2022** A BY-LAW TO APPROVE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") FOR THE LONG-TERM BORROWING FOR FINANCING A CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR ("CITY") AND TO AUTHORIZE THE ENTERING INTO OF A RATE OFFER LETTER AGREEMENT PURSUANT TO WHICH THE CITY WILL ISSUE DEBENTURES TO OILC, authorized by CR284/2022, dated July 11, 2022
- 13.7. **By-law 121-2022** A BY-LAW TO DELEGATE AUTHORITY TO THE OUTGOING COUNCIL TO PASS BY-LAW(S) TO AUTHORIZE THE ISSUE OF DEBENTURES FOR A CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR ("CITY"), authorized by CR284/2022, dated July 11, 2022
- 13.8. **By-law 122-2022** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 8th DAY OF AUGUST
14. **MOVE BACK INTO FORMAL SESSION**
15. **NOTICES OF MOTION**
16. **THIRD AND FINAL READING OF THE BY-LAWS**
By-laws 115-2022 through 122-2022 (inclusive)
17. **PETITIONS**
18. **QUESTION PERIOD**

18.1 Summary of Outstanding Council Questions as of August 8, 2022 (**SCM 214/2022**)
(enclosed)

18.2 Summary of Council Directive as of August 8, 2022 (**SCM 215/2022**) **(enclosed)**

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

WCU Joint Ad Hoc Nominating Committee
Monday, August 22, 2022
9:00 a.m.

Windsor Utilities Commission Governance Committee
Monday, August 22, 2022
11:00 a.m.

21. **ADJOURNMENT**

Item No. 4.1



Committee Matters: SCM 216/2022

Subject: Adoption of the Windsor City Council meeting minutes held July 25, 2022

City Council Meeting

Date: Monday, July 25, 2022

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

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis
Ward 2 - Councillor Costante
Ward 3 - Councillor Bortolin
Ward 4 - Councillor Holt
Ward 5 - Councillor Sleiman
Ward 6 - Councillor Gignac
Ward 7 - Councillor Gill
Ward 8 - Councillor Kaschak
Ward 9 - Councillor McKenzie
Ward 10 - Councillor Morrison

Clerk's Note: Councillors Francis and Holt, several members of Administration, and some members of the public participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation.

1. ORDER OF BUSINESS

2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls meeting to order at 5:01 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held July 11, 2022

Moved by: Councillor Gignac

Seconded by: Councillor Gill

That the minutes of the meeting of Council held July 11, 2022 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 211/2022

5. NOTICE OF PROCLAMATIONS

Proclamations

"Emancipation Day" – Monday, August 1, 2022

Flag Raising Ceremony

"Windsor-Essex Pride Fest" – Tuesday, August 2 to Tuesday, August 9, 2022

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:
(a) communication items;

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- (b) consent agenda;
 - (c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
 - (d) hearing presentations and delegations;
 - (e) consideration of business items;
 - (f) consideration of Committee reports;
 - (g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
 - (h) consideration of by-laws 107-2022 through 114-2022 (inclusive).
- Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence for July 25, 2022

Moved by: Councillor McKenzie
Seconded by: Councillor Morrison

Decision Number: CR308/2022

That the following Communication Items 7.1.1 through 7.1.4 (inclusive) as set forth in the Council Agenda **BE REFERRED** as noted:

No.	Sender	Subject
7.1.1.	Director, Environmental Assessment Branch of the Ministry of the Environment, Conservation and Parks	Letter and Notice of Amendments outlining that the Class Environmental Assessment for Minor Transmission Facilities has been amended as part of the ministry's work on Environmental Assessment modernization. Commissioner, Infrastructure Services Commissioner, Economic Development & Innovation Commissioner, Community Services MU2022 GP2022 Note & File
7.1.2.	Ontario Land Tribunal	Najem v. Windsor (City) case heard June 14, 2022 by video hearing. Decision delivered by A. Cornacchia on July 14, 2022, Case No. OLT-22- 002517. Deputy City Solicitor, Legal Services & Real Estate City Planner Senior Legal Counsel Z2022 Note & File

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No.	Sender	Subject
7.1.3.	Manager of Environmental Quality, City of Windsor AND Dillon Consulting Limited	Notice of intention to apply non-potable groundwater site condition standards record of site condition (325 Devonshire Road). The City of Windsor has no objection to the application. Commissioner, Infrastructure Services EI/11165 Note & File
7.1.4.	Committee of Adjustment	Applications heard by the Committee of Adjustment/Consent Authority, Thursday, July 21 2022 at, 3:30 p.m., through Electronic Meeting Participation Z2022 Note & File

Carried.

Report Number: CMC 11/2022

7.2. 2021 Annual Investment Compliance Report - City Wide

Moved by: Councillor Holt
 Seconded by: Councillor Kaschak

Decision Number: CR309/2022

That Rule 13.9 of the Procedure By-law regarding business not already before Council **BE WAIVED** to permit the introduction of a motion for consideration without prior notice regarding the administrative communications report dated July 7, 2022 entitled "2021 Annual Investment Compliance Report - City Wide."

Carried.

Moved by: Councillor Holt
 Seconded by: Councillor Kaschak

Decision Number: CR310/2022

That Item 7.2 being the communications report of the Office of Corporate Services dated July 7, 2022 entitled "2021 Annual Investment Compliance Report - City Wide" **BE MOVED** to the Regular Business portion of the July 25, 2022 meeting of Council.

Carried.

Report Number: C 118/2022
 Clerk's File: AF/14041

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7.3. Response to CR512/2018 - Zoning provisions for ancillary structures in other municipalities (City Wide)

Moved by: Councillor McKenzie

Seconded by: Councillor Morrison

Decision Number: CR312/2022

That the report of the Planning Assistant and Senior Planner – Zoning dated April 27, 2022 entitled “Response to CR512/2018 - Zoning provisions for ancillary structures in other municipalities (City Wide)” **BE RECEIVED** for information.

Carried.

Report Number: C 76/2022

Clerk's File: Z2022

8. CONSENT AGENDA

8.1. 2021 Consolidated Financial Statements - City Wide

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR313/2022

That City Council **RECEIVE AND ACCEPT** the 2021 City of Windsor Annual Report, which contains the Audited Consolidated Financial Statements for the year ended December 31, 2021, including the City of Windsor Trust Fund Statements.

Carried.

Report Number: C 117/2022

Clerk's File: AF/14041

8.2. Award of RFP# 92/2022 - Huron Lodge Caretaking - Ward 1

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR314/2022

That Council **AUTHORIZE** the award of RFP# 92-22 to Aramark Canada Ltd. for the purpose of providing caretaking (janitorial) services at Huron Lodge Long-Term Care Home in the amount of \$1,387,526.90 per year plus applicable HST, for a three (3) year term with the option to extend for up to two (2) additional two (2) year terms as permitted under Purchasing Bylaw 93-2012; and further,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to execute a legal agreement with Aramark Canada Ltd., satisfactory in form to the Commissioner of Legal & Legislative Services, in technical content to the Executive Director of Parks & Facilities and

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Executive Director of Long Term Care/Administrator, and in financial content to the Commissioner, Corporate Services/CFO.

Carried.

Report Number: C 116/2022

Clerk's File: MH/14440

8.3. Rezoning - 1731952 Ontario Limited - 987 and 1003 California Avenue - Z-024/21 [ZNG/6484] - Ward 2

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR315/2022 DHSC 408

- I. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of land described as Plan 50, Block D, Lots 2 to 10 and Lots 11 and 12 (known municipally as 987 and 1003 California Avenue; Roll No. 020-230-12500 and 020-230-12600) situated on the west side of California Avenue between Davis Street and Giradot Street by changing the district from Residential District 1.3 (RD 1.3) to Residential District 2.2 (RD 2.2) and adding the following site specific provision to Section 20(1):

"450 WEST SIDE OF CALIFORNIA AVENUE, BETWEEN DAVIS STREET AND GIRADOT STREET

1. For lands comprising Lots 2 to 10 and Lots 11 and 12 on Plan 50, Block D, for a *Townhome Dwelling* the following additional provisions shall apply:
- a) Lot Width – minimum - 19.0 m
 - b) Side Yard Width – minimum - 1.23 m
 - c) A flat roof, a roof having a slope of less than 20.0 degrees, or a roof with at least two contiguous slopes, where the lowest slope is greater than the uppermost slope, are prohibited.
- [ZDM 4; ZNG/6484]"; and,

- II. That the owner **BE REQUIRED**, prior to the issuance of a Building Permit, to contribute the sum of \$3,800.00 payable to the City of Windsor and deposited in the General Fund intended for the upkeep of alleys within the City of Windsor.

Carried.

Report Number: SCM 189/2022 & S 28/2022

Clerk's File: Z/14277

8.5. Rezoning – City of Windsor - 542 Dougall – Z-042/21 - Ward 3

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

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Decision Number: CR317/2022 DHSC 410

That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lot 5 Plan 82, (known municipally as 542 Dougall Avenue) Roll No. 040-070-00800;[PIN 01193-0164(LT)], situated on the east side of Dougall Avenue, (north of Wyandotte Street West) by adding a site specific exception to Section 20(1) as follows:

XX. EAST SIDE OF DOUGALL AVENUE, NORTH OF WYANDOTTE STREET WEST

For the lands comprising of Lot 5, Registered Plan 82, a single unit dwelling shall be an additional permitted use, and the following additional provisions shall apply

- a) Lot Width – minimum 9.0 m
- b) Lot Area – minimum 250.0 m²
- c) Lot Coverage – maximum 45.0%
- d) Side Yard Width – minimum 1.20 m

[ZDM 3; ZNG/6625]

Carried.

Report Number: SCM 191/2022 & S 68/2022

Clerk's File: Z/14280

8.6. Zoning By-law Amendment Application for 2601 Lauzon Parkway, S/W CNR of Lauzon Parkway and Enterprise Way; Applicant: JBM Capital Inc.; File No. Z-005/22, ZNG/6660; Ward 8

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR318/2022 DHSC 411

- I. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of the land located on the east side of Enterprise Way, north of Hawthorne Drive, described as Part of Block A, Registered Plan 1644, and designated as Part 3 and Part 4 on Reference Plan 12R27242, from Commercial District 3.3 (CD3.3) to Residential District 3.2 (RD3.2) in Zoning By-law 8600; subject to the following site specific zoning provisions:

“448. East side of Enterprise Way, north of Hawthorne Drive

For the lands comprising Part of Block A, Registered Plan 1644, designated as Part 3 and Part 4 on Reference Plan 12R27242,

- 1. Section 20(1)97(i) shall not apply to a *multiple dwelling*; and
 - 2. The following additional provision shall apply to a *multiple dwelling*:
 - a) Front Yard Depth - minimum - 6 metres
- [ZDM 15; ZNG/6660]”;

- II. That Transportation Impact Statement and Servicing Study **BE SUBMITTED** by the applicant, along with any other required support studies, at Site Plan Control; and further,

- III. That Site Plan Approval Officer **BE DIRECTED** to incorporate the following in the site plan approval and site plan agreement for the proposed development on the subject land:
- (a) Easement requests from Utility Companies, as noted in Appendix D to this report;
 - (b) Enbridge Gas minimum separation requirements, as noted in Appendix D to this report;
 - (c) Reciprocal Access and Services Agreement;
 - (d) Preservation of two existing mature trees along the south boundary of the site;
 - (e) Parkland Conveyance requirement
 - (f) Record of Site Condition; and,
 - (g) Sidewalk(s) within the subject site for safe pedestrian connection to existing uses north of the subject development.

Carried.

Report Number: SCM 192/2022 & S 77/2022
Clerk's File: Z/14313

8.7. Alley Closure between Spring Garden Road and Yorktown Avenue, and Partial Closure of Yorktown Avenue R.O.W. from Malden Road to east limit of said alley

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR319/2022 DHSC 412

- I. That the 4.6 metre wide north/south alley located between Spring Garden Road and Yorktown Avenue, and shown on Drawing No. CC-1786 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure.
- II. That the 4.6 metre wide north/south alley located between Spring Garden Road and Yorktown Avenue, and shown on Drawing No. CC-1786 *attached* hereto as Appendix "A", **BE CLOSED**.
- III. That the 4.6 metre wide north/south alley located between Spring Garden Road and Yorktown Avenue, and shown on Drawing No. CC-1786 *attached* hereto as Appendix "A", **BE CONVEYED** to the abutting property owners at 1817 Spring Garden Road, 4769 Malden Road and 4787 Malden Road and as necessary, in a manner deemed appropriate by the City Planner.
- IV. That the 36.4 metre portion of the 20.1 metre wide east/west Yorktown Avenue right-of-way located on the east side of Malden Road, between the properties known municipally as 4787 Malden Road and 4815 Malden Road, and shown on Drawing No. CC-1786 *attached* hereto as Appendix "A", **BE DENIED** for subsequent closure.
- V. That Conveyance Cost **BE SET** as follows:
- a. For alley conveyed to abutting lands zoned CD1.1: \$18.00 per square foot without easements, and \$9.00 per square foot with easements.

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- b. For alley conveyed to abutting lands zoned RD1.4: \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.

- VI. That the City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1786, *attached* hereto as Appendix "A".
- VII. That the City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VIII. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- IX. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: SCM 193/2022 & S 75/2022
Clerk's File: SAA2022

8.8. Repeal By-law 49-2020 and By-law 50-2020 and Close part of the north/south alley between Ontario Street and 825 Ford Boulevard
Applicant/Owner: Donald and Julia Nelson File No.: SAA-5347 Ward 6

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR320/2022 DHSC 413

- I. That the City Solicitor **BE REQUESTED** to prepare the necessary by-laws to repeal By-law 49-2020 and By-law 50-2020.
- II. That the 3.7 metre wide north/south alley located between Ontario Street and 825 Ford Boulevard, and shown on Drawing No. CC-1726 *attached* hereto as Appendix "A", and also shown as Parts 8 to 37, inclusive, on Reference Plan 12R-27989 *attached* hereto as Appendix "D", **BE ASSUMED**.
- III. That the 3.7 metre wide north/south alley located between Ontario Street and 825 Ford Boulevard, and shown on Drawing No. CC-1726 *attached* hereto as Appendix "A", and also shown as Parts 8 to 37, inclusive, on Reference Plan 12R-27989 *attached* hereto as Appendix "D", **BE CLOSED**.
- IV. That the 3.7 metre wide north/south alley located between Ontario Street and 825 Ford Boulevard, and shown on Drawing No. CC-1726 *attached* hereto as Appendix "A", and also shown as Parts 8 to 37, inclusive, on Reference Plan 12R-27989 *attached* hereto as Appendix "D", **BE CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a) Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:

- Bell Canada to accommodate existing buried infrastructure;
- Cogeco Cable Systems Inc. to accommodate existing infrastructure;
- EnWin to accommodate existing 16 kV & 120/240 volt overhead hydro distribution, pole and down guys; and
- MNSi to accommodate existing aboveground infrastructure.

- V. That Conveyance Cost **BE SET** as follows:
- a. For alley conveyed to abutting lands zoned RD1.2: \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
- VI. That the City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1726, *attached* hereto as Appendix “A”.
- VII. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VIII. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: SCM 194/2022 & S 79/2022
Clerk’s File: SAA2022

8.9. Minutes of the Housing & Homelessness Advisory Committee of its meeting held March 22, 2022

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR321/2022 CSPA 182
That the minutes of the Housing & Homelessness Advisory Committee of its meeting held March 22, 2022 **BE RECEIVED**.
Carried.

Report Number: SCM 195/2022 & SCM 114/2022
Clerk’s File: MB2022

8.10. Minutes of the Diversity Committee of its meeting held March 16, 2022

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR322/2022 CSPA 183
That the minutes of the Diversity Committee of its meeting held March 16, 2022 **BE RECEIVED**.
Carried.

Report Number: SCM 196/2022 & SCM 139/2022
Clerk’s File: MB2022

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8.11. Minutes of the Meeting of the Board of Directors, Willistead Manor Inc., held February 10, 2022

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR323/2022 CSPA 184

That the minutes of the Meeting of the Board of Directors, Willistead Manor Inc., of its meeting held February 10, 2022 **BE RECEIVED**.

Carried.

Report Number: SCM 197/2022 & SCM 163/2022
Clerk's File: MB2022

8.12. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held April 14, 2022

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR324/2022 CSPA 185

That the minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., of its meeting held April 14, 2022 **BE RECEIVED**.

Carried.

Report Number: SCM 198/2022 & SCM 164/2022
Clerk's File: MB2022

8.13. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held May 12, 2022

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR325/2022 CSPA 186

That the minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., of its meeting held May 12, 2022 **BE RECEIVED**.

Carried.

Report Number: SCM 199/2022 & SCM 165/2022
Clerk's File: MB2022

8.14. Report No. 115 of the Board of Directors, Willistead Manor Inc. (2021 Annual Report)

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

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Decision Number: CR326/2022 CSPA 187

That Report No. 115 of the Board of Directors, Willistead Manor Inc., of its meeting held May 12, 2022 indicating:

That the Annual Report and Financial Statements on the affairs and operations of Willistead Manor Inc. for the year 2021, attached as Appendix A, **BE ACCEPTED** as presented; and,

That upon acceptance of the Willistead Manor Inc. 2021 Annual Report by City Council, copies **BE FORWARDED** to a list of appropriate parties as approved by the Willistead Board; and,

That in accordance with Sections 6 (c) of the *City of Windsor Act, 1981*, an amount of \$8,794. BE PAID OVER to the City of Windsor Willistead Capital Restoration Reserve Fund **BE APPROVED**.

Carried.

Report Number: SCM 200/2022 & SCM 166/2022
Clerk's File: MB2022

8.16. Building Safer Communities Fund (BSCF) Update and Agreement Information (City Wide)

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR328/2022 CSPA 189

That the report of the (Acting) Manager of Social Policy and Planning dated June 9, 2022 entitled "Building Safer Communities Fund (BSCF) Update and Agreement Information (City Wide)" **BE RECEIVED** for information; and,

That the Commissioner Human and Health Services **BE AUTHORIZED TO APPROVE** and **SUBMIT** applications and related submissions and amendments to secure funding related to the Building Safer Communities Fund and any subsequent programs or program extensions, provided they are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Manager (A), Social Policy and Planning; and further,

That the City Clerk and Chief Administrative Officer **BE AUTHORIZED TO EXECUTE** Funding Agreements and any related amendments and extensions between the City of Windsor and the Ministry of Public Safety and Emergency Preparedness, provided that the Funding Agreements and any related amendments and extensions are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Commissioner of Human and Health Services at a cost not to exceed the funding allocation provided by the Federal government or as allocated in the approved City budget in each respective year; and further,

That the Commissioner Human and Health Services or his/her designate **BE AUTHORIZED TO EXECUTE** the necessary agreements and documents related to the Building Safer Communities Fund, provided such agreements and documents comply with the governing program

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requirements, and are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and satisfactory in technical content to the Manager of Social Policy and Planning; and further,

That the Human and Health Services Commissioner **BE AUTHORIZED TO ALLOCATE** funds, withdraw, negotiate and re-allocate funds in the approved BSCF budget between different program components and program recipients, agencies and organizations to ensure compliance with program rules and are in a form satisfactory to the City Solicitor; satisfactory in financial content to the City Treasurer and satisfactory in technical content to Manager of Social Policy and Planning, and provided that projects do not exceed the funding allocation provided by the Federal government or as allocated in the approved City budget in each respective year; and,

That the Commissioner Human and Health Services **BE AUTHORIZED**, throughout the duration of the Building Safer Communities Fund and any subsequent extensions, to take such actions as required to implement, operationalize and manage the program and projects as approved through the appropriate governance structure; and further,

That City Council **AUTHORIZE** the Commissioner Human and Health Services, **TO APPROVE** and **SUBMIT** all related financial and/or operational submissions, documents, and reports, as may be required by the program requirements subject to approval of financial content by the City Treasurer as applicable.

Carried.

Report Number: SCM 202/2022 & S 78/2022

Clerk's File: SS/14026

11.3. 2023 Capital Budget Pre-Approval - City Wide

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR331/2022

That City Council **PRE-COMMIT** an amount of \$13,388,879.00 in 2023 funding, previously approved in principle in the 2022 10-Year Capital Budget, for immediate use in order to take advantage of competitive bidding and as detailed in Appendix A.

Carried.

Report Number: C 119/2022

Clerk's File: AF/14372

11.4. Procurement Overages in a Council "Lame Duck" Situation - City Wide

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

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Decision Number: CR332/2022

That City Council **APPROVE** the following recommendations effective August 19, 2022 to November 15, 2022, unless further extended by Council, should Council be determined to be 'Lame Duck':

1. That, on a case-by-case basis, in order to facilitate contract awards, increases and amendments, renewals, extensions, or revisions, where increases to the budget are required due to a change in the requirement of scope of work resulting from unforeseen circumstances, market volatility and / or rising inflation, and where such amendments are deemed by the Commissioners or Chief Administrative Officer, as applicable, to be appropriate and reasonably necessary to carry on the business of the City, the Chief Administrative Officer **BE DELEGATED** authority to approve the reallocation of funding from other capital projects, pre-commitments of future funding, or transfers of funding from reserve funds by the lesser of 30 per cent of the total approved capital project budget or \$1,000,000; and,
2. That the Chief Administrative Officer and the Commissioner responsible for the applicable capital works **BE AUTHORIZED**, on a case by case basis, to assess and approve requests for contract increases and amendments, or revisions, to offset impacts resulting from market volatility and / or rising inflation, without a corresponding change in the requirement or scope of work, where approval of such requests are deemed to be appropriate and reasonably necessary to carry on the business of the City, subject to the applicable Council approved capital project budget and any transfer of funds thereto as may be approved by the CAO; and,
3. Where it is necessary in the public interest in order to facilitate a purchase exceeding \$50,000, that the Chief Administrative Officer, where permitted by law, **BE AUTHORIZED** to award all RF(X)s otherwise requiring Council approval under the Purchasing By-law, provided that the Purchase Price (as defined in the Purchasing By-law), does not exceed the lesser of 30 per cent of the total Council approved capital project budget or \$1,000,000, and that any conflicting provisions in the Purchasing By-law **BE WAIVED**; and,
4. Where it is necessary in the public interest in order to facilitate a contract renewal or extension exceeding \$50,000, that the Chief Administrative Officer, where permitted by law, **BE AUTHORIZED** to renew or extend a Contract, otherwise requiring Council approval under the Purchasing By-law, where the dollar amount does not exceed the lesser of 30 per cent of the total Council approved capital project budget or \$1,000,000, and that any conflicting provisions in the Purchasing By-law **BE WAIVED**; and,
5. Where it is necessary in the public interest in order to facilitate a contract amendment or revision, that the Chief Administrative Officer, where permitted by law, **BE AUTHORIZED** to amend or revise a contract, otherwise requiring Council approval under the Purchasing By-law, provided that there is no significant change in the scope of work, and the amendment is less than the lesser of 30 per cent of the total Council approved capital project budget or \$1,000,000, and that any conflicting provisions in the Purchasing By-law **BE WAIVED**; and,

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6. That City Council **DIRECT** Administration to provide a report on all projects impacted by the delegated authority granted during the 'Lame Duck' period, subsequent to the conclusion of the 'Lame Duck' period; and,
7. That Administration shall not under any circumstances increase the overall, approved 2022 10-year capital budget of the municipality; and,
8. That City Council **PASS** A BY-LAW NUMBER 112-2022, being a By-Law to authorize the reallocation of funding from other capital projects, pre-commitments of future funding, or transfers of funding from reserve funds between August 19, 2022 to November 15, 2022, unless further extended by Council.

Carried.

Report Number: C 115/2022

Clerk's File: ACO2022

11.5. Grant Submissions in a Council "Lame" Duck Situation - City Wide

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

Decision Number: CR333/2022

That City Council **APPROVE** the following recommendations effective August 19, 2022 to November 15, 2022 should Council be determined to be 'Lame Duck':

1. That City Council **DELEGATE** authority to the Chief Administrative Officer to approve the following, for the sole purpose of submitting grant applications:
 - a. Pre-commit any required funds approved in principle in the 2022 - 10-year capital budget from 2023 to 2026 which have not previously been pre-committed by City Council and;
 - b. Approve the commitment of funding for any required funds approved in principle in the 2022 - 10-year capital budget in years 2027 - 2031, with the funding being deemed pre-committed as it falls within the applicable 5-year funding window and;
 - c. Redistribute capital project funds from approved or approved in principle projects to allow for maximizing any potential grant funding opportunities; and further,

That this Delegated Authority be subject to the following:

- d. That any and all financial commitments associated with grants and the related projects only be executable upon written confirmation of the grant being awarded and;

- e. That a report be brought forward to City Council in early 2023 advising of all instances in which this delegation of authority was utilized and;
 - f. That City Council **DIRECT** Administration to provide a report on projects being submitted for grants which are over \$1,000,000 in potential grant funding for approval of the projects being recommended.
2. That City Council **PASS** a BY-LAW NUMBER 111-2022, being a By-Law to authorize the submission to or execution of any agreement with any organization for the purpose of obtaining a grant between August 19, 2022 to November 15, 2022 and that such bylaw include the following information:
- a. That submission to any grants is approved.
 - b. That subject to approval via Delegation of Authority by the Chief Administrative Officer that funding for any matching component of said grants is approved.
 - c. That Authority is granted to the Chief Administrative Officer and City Clerk to execute any agreements associated with any grants which are awarded to the City.

Carried.

Report Number: C 111/2022
Clerk's File: ACO2022

11.7. Award of Tender: 77-22 - Arthur Road Rehabilitation - Ontario Street to VIA Railway (Ward 5)

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

Decision Number: CR335/2022

- I. That the following low tender **BE ACCEPTED**:

TENDERER: **SheaRock Construction Group Inc.**

TENDER NO: **77-22**

TOTAL TENDER PRICE: \$1,590,000.00 (excluding HST)

ACCOUNT CHARGED: 007-5410-9998-02942-7221051

And,

That the CAO and City Clerk **EXECUTE** an agreement with the low bidder, SheaRock Construction Group Inc., in the amount of \$1,590,000.00 plus tax, with said contract being satisfactory in form to the Commissioner of Legal & Legislative Services, satisfactory in technical content to the Commissioner of Infrastructure Services, and in financial content to the Commissioner of Corporate Services CFO/City Treasurer; and,

- II. That City Council **APPROVE** a transfer of \$282,062.00 in funding from Francois-Seminole to Alice St project (ID 7181006) and \$268,000.00 in funding from WFCU Parking Lot Addition project (7204001) to Arthur Rd – Ontario St S Via Rail project (ID 7221051) as detailed in the financial matters section.

Carried.

Report Number: C 130/2022
Clerk's File: SW/14444

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

11.6. Salary Market Review 2019 - 2020 - Non-Union and CAO/CLT- City Wide

Moved by: Councillor Costante
Seconded by: Councillor Francis

Decision Number: CR334/2022

That the report of the Executive Director of Human Resources dated July 11, 2022 entitled "Salary Market Review 2019 - 2020 - Non-Union and CAO/CLT - City Wide" **BE REFERRED** back to administration to allow for the 2019/2020 and the 2021/2022 salary market review to be conducted by a new consultant.

Carried.

Report Number: C 123/2022
Clerk's File: ACO/14354

10. PRESENTATIONS AND DELEGATIONS

11.2. Walkerville Theming and Districting Plan - Ward 4

Adam Coates, Senior Planner - Urban Design; and Nathan Flach, Senior Associate, BrookMcIlroy

Adam Coates, Senior Planner - Urban Design; and Nathan Flach, Senior Associate, BrookMcIlroy, appear before Council regarding the report entitled "Walkerville Theming and Districting Plan – Ward 4" and provide a brief video regarding the results of public engagement; details of the three new theming districts including the Walkerville Neighbourhood; the Walkerville Commercial District and the Walkerville Distillery District; information related to new parks; plazas, public spaces and programs celebrating the Heritage of Walkerville is provided; specific details are provided regarding the Riverfront Park and Pathway connection; the Devonshire/Assumption Mixed-use Urban Square; the Hiram Walker Alleyway Pilot project; the Hiram Walker Gateway Parkette; the Railspur Linear Park; Argyle Road Flex Street; Wyandotte East Gateway; Historic Walkerville Program; and the Walkerville Wayfinding Program; some of the recommendations in the administrative report are highlighted including: hiring a consultant for the design of the Argyle Flex Street; Replace the

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existing traffic control poles to be black in colour at strategic locations; hire a design consultant for the "Historic Town of Walkerville" gateway arch at the Wyandotte East Gateway.

Moved by: Councillor Holt
Seconded by: Councillor Kaschak

Decision Number: CR330/2022

- I. That the Walkerville Theming and Districting study area illustrated in Appendix 'A' attached hereto, **BE DESIGNATED** as the boundary for the Walkerville Theming and Districting Plan; and,
- II. That the Walkerville Theming and Districting Plan dated June 2022, contained in Appendix 'B', **BE ACCEPTED**; and,
- III. That the recommendations outlined in Appendix 'C', **BE APPROVED**; and,
- IV. That administration, **BE AUTHORIZED**, to initiate an RFP for Design Services for the Argyle Road Flex Street (IIPO No.1) as illustrated in Appendix 'B' and report back to Council with the results of the RFP; and,
- V. That the replacement of existing traffic control poles and arms along Wyandotte Street within the Walkerville Theming and Districting Boundary and at the intersection of Walker Road and Riverside Drive, **BE APPROVED**, at a cost not to exceed \$400,000 funded from the Theme Districting Initiative, Project # 7186001; and,
- VI. That administration, **BE AUTHORIZED**, to initiate a RFP for Design Build Services for the construction of the "Home of Hiram Walker & Sons" gateway element, and report back to the Council with the results of the RFP; and,
- VII. That the previous approved placeholders for \$3,595,000 and \$250,000 as detailed in the Finance section **BE PRE-COMMITTED** for project 7186001 for immediate use and additional funding required be addressed in the 2023 Capital Budget.
- VIII. That Administration **BE DIRECTED** to designate the Wyandotte street commercial portion of the Walkerville Theming and Districting Plan as a "no truck route."

Carried.

Report Number: C 88/2022
Clerk's File: SR/14006

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8.4. Rezoning – Mohammad Naserian & Sara Etemad-Rad - 940 Cousineau - Z-013/22 ZNG/6733 - Ward 1

Maureen Kelly, Area Resident

Maureen Kelly, area resident, appears before Council and express concern with the recommendation in the administrative report entitled “Rezoning – Mohammad Naserian & Sara Etemad-Rad - 940 Cousineau - Z-013/22 ZNG/6733 - Ward 1” and indicates that she and her neighbours are opposed to the scale and size of the proposed development in this area; they have concerns with the negative impact it may have on existing wildlife in the area; increased traffic; parking; and greater chance of flooding due to the proposed number of units in the new development; and suggests the townhome style of development would be more appropriate for this area.

Mohammad Naserian, Applicant

Mohammad Naserian, applicant, appears before Council regarding the report entitled “Rezoning – Mohammad Naserian & Sara Etemad-Rad - 940 Cousineau - Z-013/22 ZNG/6733 - Ward 1” and is available for questions.

Tracey Pillon-Abbs, Principal Planner

Tracey Pillon-Abbs, Principal Planner, appears before Council regarding the report entitled “Rezoning – Mohammad Naserian & Sara Etemad-Rad - 940 Cousineau - Z-013/22 ZNG/6733 - Ward 1” and is available for questions.

Moved by: Councillor Bortolin
Seconded by: Councillor Gill

Decision Number: CR316/2022 DHSC 409

That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Part of Lot 80 & Part of Guppy Ave, Registered Plan 1478 (known municipally as 940 Cousineau Road; Roll No. 080-080-00200) situated on the north side of Cousineau Road, east of Casgrain Drive, by adding a site specific exception to Section 20(1) as follows:

446. NORTH SIDE OF COUSINEAU ROAD, EAST OF CASGRAIN DRIVE

For the lands comprising of Part of Lot 80 & Part of Guppy Ave, Registered Plan 1478, a *semi-detached dwelling* shall be an additional permitted use subject to the semi-detached dwelling provisions in Section 10.4.5.
[ZDM 9; ZNG/6733]

Carried.
Councillor Francis voting nay.

Report Number: SCM 190/2022 & S 72/2022
Clerk's File: Z/14376

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11.1. Reimagined Adie Knox Herman Recreation Complex Project Update and Next Steps - Ward 2

Caroline Taylor, Area Resident

Caroline Taylor, area resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Reimagined Adie Knox Herman Recreation Complex Project Update and Next Steps - Ward 2” and provides comment regarding the Adie Knox Complex Project; the proposed bus line; information related to the public consultation process; and concludes by providing information regarding several projects in Ward 1; and suggests that Council should not remove the pool from Adie Knox and approve investing more money for amenities in the West End.

Giovanni Abati, Windsor Resident

Giovanni Abati, Windsor resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Reimagined Adie Knox Herman Recreation Complex Project Update and Next Steps - Ward 2” and suggests that the administrative report be deferred to the next term of Council; provides information related to three pools in the area that are currently not available; and concludes by suggesting that more amenities should be added to the area instead of removed; environmental issues should be considered; details concerns with the public consultation process; and concerns related to the Lancer Centre pool usage.

Linda MacKenzie, Spokesperson for Friends of Adie Knox

Linda MacKenzie, spokesperson for Friends of Adie Knox, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Reimagined Adie Knox Herman Recreation Complex Project Update and Next Steps - Ward 2” and provides information related to a flyer campaign; concerns with the Aquatic centre location; Lancer Centre amenities; and concludes by suggesting that the City needs to meet the needs of the aging demographic including the mobility challenged; and requests that stakeholders be consulted prior to a decision being made.

Peter Best, Windsor Resident and Advocate for Persons with Disabilities

Peter Best, Windsor resident and advocate for persons with disabilities, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Reimagined Adie Knox Herman Recreation Complex Project Update and Next Steps - Ward 2” and provides background information related to his work with persons with disabilities; concerns related to reducing accessibility features within the proposed development; requests that the Windsor Accessibility Advisory Committee are involved in supporting administrative decisions related to the accessibility of the proposed development; and concludes by suggesting that open communication and education on the type of amenities that are required for persons with disabilities in the City is necessary.

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Moved by: Councillor Costante

Seconded by: Councillor Kaschak

Decision Number: CR329/2022

- I. That Council **APPROVE** the Reimagined Adie Knox Herman Recreation Complex Project – reconfigured to accommodate the Phase 1 build out at a total project cost of \$18,930,000 as outlined within this report; and,
- II. That City Council **APPROVE** the pre-commitment of existing placeholder funding identified within the current 5-year funding window in the Adie Knox Herman Reimagining (REC-002-21) totalling \$11,543,628 for immediate use with the balance of funding totalling \$7,386,372 being deemed pre-committed and available for immediate use as it falls within the 5-year capital funding window; and,
- III. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the above project(s), provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to Commissioner, Corporate Services/Chief Financial Officer, in legal form to the Commissioner, Legal & Legislative Services; and in technical content to the Executive Director of Engineering; and,
- IV. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specifications being satisfactory in technical content to the Executive Director of Engineering, and in financial content to the Commissioner, Corporate Services/Chief Financial Officer; and,
- V. That Administration **BE AUTHORIZED** to apply for any additional grants that would be appropriate for future phases of the project; and,
- VI. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the projects, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in technical content to the Executive Director of Engineering and in financial content to the Commissioner, Corporate Services/Chief Financial Officer; and,
- VII. That administration **BE DIRECTED** to include the music room, the fitness room, the indoor walking track, additional washrooms, storage room, ramp rebuild and elevator and implement into Phase 2 subject to community consultation; and,
- VIII. That this portion **BE FUNDED** from the University Avenue/Victoria Avenue (ECP014-07) placeholder with funding of \$9 million; and,
- IX. That Administration **BE REQUESTED** to consult with the Windsor Accessibility Advisory Committee, Life After Fifty and other relevant stakeholders during the design process and implementation; and further,

X. That Administration **BE DIRECTED** to not build the additional parking lot at the South East corner and seek an exemption from the Committee of Adjustment if necessary.

Carried.

Councillors Francis, Bortolin, and Holt voting nay.

Report Number: C 110/2022

Clerk's File: SR/14319

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

7.2. 2021 Annual Investment Compliance Report - City Wide

Moved by: Councillor Holt

Seconded by: Councillor Bortolin

Decision Number: CR311/2022

That the 2021 Annual Investment Compliance Report for the year ending December 31, 2021 **BE RECEIVED** for information; and further,

That Administration **REPORT BACK** on ways to broaden the City of Windsor's portfolio and access other Joint Investment Boards (JIBs) that are endorsed by the Association of Municipalities of Ontario (AMO) and the Municipal Finance Officers' Association of Ontario (MFOA), including the benefits and drawbacks of investing in these other financial vehicles.

Carried.

Report Number: C 118/2022

Clerk's File: AF/14041

8.15. Rent Supplement Program Expiries and Mitigation Update - City Wide

Moved by: Councillor McKenzie

Seconded by: Councillor Bortolin

Decision Number: CR327/2022 CSPA 188

That the report of the Coordinator of Housing Administration & Policy dated May 9, 2022 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" **BE RECEIVED** for information; and,

That Administration **BE DIRECTED** to send correspondence to the Premier of Ontario, the Minister of Municipal Affairs and Housing, local Members of Provincial Parliament (MPPs), and the Association of Municipalities of Ontario (AMO), outlining the challenges of the sunset of the rent supplement and housing allowance programs and urging the government to provide funding to address the shortfalls outlined in the report; and further,

That Administration **REPORT BACK** to Council with options on how to address those funding shortfalls.

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council

Moved by: Councillor Gignac
Seconded by: Councillor Gill

Decision Number: CR336/2022

That the report of the In Camera meeting of Council held July 25, 2022 **BE ADOPTED** as presented. Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

Clerk's File: ACO2022

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Holt
Seconded by: Councillor Kaschak

That the following By-laws No. 107-2022 through 114-2022 (inclusive) be introduced and read a first and second time:

107-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR606/2020 dated December 7, 2020.

108-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" authorized by CR649/2002 dated July 22, 2002.

109-2022 A BY-LAW TO AMEND BY-LAW NUMBER 208-2008, BEING A BY-LAW TO DELEGATE TO ADMINISTRATION THE AUTHORITY TO PROCESS, MAKE DECISIONS ON, AND TO EXECUTE AGREEMENTS FOR CERTAIN MATTERS authorized by CR336/2021 dated July 19, 2021.

110-2022 A BY-LAW TO AMEND BY-LAW 11220 ADOPTED NOVEMBER 16, 1992, BEING A BY-LAW TO CLOSE AND STOP UP AND CONVEY THE NORTH/SOUTH ALLEY AND THE 3-FOOT RESERVE BETWEEN WESTMINSTER AND BUCKINGHAM, FROM RAYMOND TO THE C.N.R., AND THE EAST/WEST ALLEY NEXT NORTH OF THE C.N.R. FROM WESTMINSTER EASTERLY TO THE NORTH/SOUTH ALLEY NEXT EAST OF WESTMINSTER, R.P. 663 approved by CAO 146/2022 dated June 23, 2022.

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111-2022 A BY-LAW TO AUTHORIZE THE DELEGATION OF AUTHORITY TO APPROVE AGREEMENTS BETWEEN AUGUST 19, 2022 AND NOVEMBER 15, 2022 (THE "LAME DUCK PERIOD") FOR THE PURPOSE OF OBTAINING GRANTS (**See Item No. 11.5., Report C 111/2022**).

112-2022 A BY-LAW TO AUTHORIZE THE REALLOCATION OF FUNDING FROM OTHER CAPITAL PROJECTS, PRE-COMMITMENTS OF FUTURE FUNDING, OR TRANSFERS OF FUNDING FROM RESERVE FUNDS BETWEEN AUGUST 19, 2022 AND NOVEMBER 15, 2022 (**See Item No. 11.4., Report C 115/2022**).

113-2022 A BY-LAW TO FURTHER AMEND BY-LAW 98-2011 AS AMENDED, BEING A BY-LAW TO PROVIDE RULES GOVERNING THE PROCEEDINGS OF WINDSOR CITY COUNCIL MEETINGS AND ITS COMMITTEES AND THE CONDUCT OF ITS MEMBERS authorized by CR513/2021 dated November 15, 2021.

114-2022 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 25th DAY OF JULY, 2022.

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor McKenzie

Seconded by: Councillor Morrison

That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Communication Items (as amended)
- 2) Consent Agenda (as amended)
- 3) Items Deferred
Items Referred
- 4) Consideration of the Balance of Business Items (as amended)
- 5) Committee Reports as presented
- 6) By-laws given first and second readings as presented

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

15. NOTICES OF MOTION

None presented.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Sleiman
Seconded by: Councillor Bortolin

That the By-laws No. 107-2022 through 114-2022 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

17. PETITIONS

Moved by: Councillor Costante
Seconded by: Councillor McKenzie

Decision Number: CR337/2022

That the petition presented by Councillor McKenzie on behalf of the residents of Rockport Street regarding their opposition to the proposed sidewalk on the South side of Rockport Street **BE RECEIVED** by the Clerk and the Clerk **BE DIRECTED** to forward the petition to the Commissioner, Infrastructure Services for the purpose of an examination of the requested works or undertakings.

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

Clerk's File: SW2022

18. QUESTION PERIOD

18.1. CQ 12-2022

Moved by: Councillor Gignac
Seconded by: Councillor Gill

Decision Number: CR338/2022

That the following Council Question by Councillor McKenzie **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011:

CQ 12-2022:

Assigned to Commissioner, Community Services:

Asks that Administration report back on the impact and feasibility of adding solar lights to park trails across the City when trail remediation occurs and where appropriate, and

Minutes
City Council
Monday, July 25, 2022

Page 26 of 31

further, to report back on the impact of adding solar lights to any new park trail system as a standard practice moving forward.

Carried.

Councillor Francis was absent from the meeting when the vote was taken on this matter.

Clerk's File: ACOQ2022 & ST2022

21. ADJOURNMENT

Moved by: Councillor Holt

Seconded by: Councillor Kaschak

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.

Carried.

Accordingly, the meeting is adjourned at 8:57 o'clock p.m.

Mayor

City Clerk

SPECIAL MEETING OF COUNCIL – IN CAMERA
JULY 25, 2022

Meeting called to order at: 1:02 p.m.

Members in Attendance:

Mayor D. Dilkens
Councillor F. Costante
Councillor R. Bortolin
Councillor G. Kaschak
Councillor J. Gignac
Councillor K. McKenzie
Councillor J. Morrison
Councillor E. Sleiman
Councillor J. Gill

Members in Attendance (electronically):

Councillor F. Francis
Councillor C. Holt

Also in attendance:

O. Colucci, Acting Chief Administrative Officer
D. Cercone, Acting Commissioner, Human and Health Services
C. Nepsy, Commissioner, Infrastructure Services
J. Mancina, Corporate Services CFO/City Treasurer
S. Askin-Hager, Commissioner, Legal and Legislative Services
R. Mensour, Commissioner, Community Services
J. Payne, Commissioner Economic Development and Innovation
S. Vlachodimos, City Clerk
N. Wolf, Manager of Employee Relations (Items 1,2, 3, 4, 5)(electronically)
V. Mihalo, Executive Director of Human Resources (Items 1, 2, 3, 4, 5, 12)
S. Laforet, Fire Chief (Item 2)
J. Guthrie, Deputy Treasurer Taxation (Item 6)(electronically)
A. Ciacelli, Deputy Clerk
J. Saunders, Partner, Hicks Morley (Item 1)(electronically)
J. Revell, Chief Building Official (Item 12)

T. Hunt, City Planner (Item 12)
N. Synnott, Chief Information Officer/Executive Director IT (Item 12)
A. Sirbu, Executive Director Long Term Care (Item 4)
J. Chacko, Executive Director Parks and Facilities (Item 5)

Verbal Motion is presented by Councillor Sleiman, seconded by Councillor Gill, to move in Camera for discussion of the following item(s):

<u>Item No.</u>	<u>Subject</u>	Section – Pursuant to Municipal Act, 2001, as amended
1.	Personal matter – labour relations/identifiable individuals – PRESENTATION	239(2)(b)(d)
2.	Personal matter – labour negotiations	239(2)(d)
3.	Personal matter – labour negotiations	239(2)(d)
4.	Personal/legal matter – labour negotiations/potential litigation	239(2)(d)(e)
5.	Personal matter – labour negotiations – VERBAL REPORT	239(2)(d)
6.	Legal matter – assessment appeal	239(2)(e)
7.	Property matter – lease amendment	239(2)(c)
8.	Property matter – expropriation settlement/acquisition of land	239(2)(c)
9.	Property matter – expropriation settlement/acquisition of land	239(2)(c)(e)(f)
10.	Property/legal matter – expropriation settlement	239(2)(c)(e)(f)
11.	Property matter – disposition of land approvals	239(2)(c)

12.	Personal matter – labour negotiations – recruitment	239(2)(d)
13.	Legal matter – litigation – <u>report to be distributed at meeting</u>	239(2)(e)(f)

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Bortolin discloses an interest on Item 7 as it pertains to the employer of a family member and Item 13 as it pertains to him personally and abstains from discussion and voting on both items.

Discussion on the items of business.

Verbal Motion is presented by Councillor McKenzie, seconded by Councillor Costante,
to move back into public session.
Motion Carried.

Moved by Councillor Sleiman, seconded by Councillor Gill,
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held July 25, 2022 directly to Council for consideration at the next Regular Meeting.

1. That the verbal presentation respecting a personal matter – labour relations/identifiable individuals **BE RECEIVED FOR INFORMATION.**

NOTE:

The following motion is **put** and is **lost**.

That the verbal presentation respecting a personal matter – labour relations/identifiable individuals **BE RECEIVED FOR INFORMATION**, and further that Administration **BE AUTHORIZED TO PROCEED** on the verbal direction of Council.

Aye votes: Councillors Costante and Gignac.

Nay votes: Councillors Morrison, Francis, Kaschak, Bortolin, Holt, McKenzie, Gill, Sleiman and Mayor Dilkens.

2. That the in-camera report from the Executive Director of Human Resources, Manager of Employee Relations, Fire Chief, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a personal matter – labour negotiations **BE RECEIVED AND APPROVED** as presented.

3. That the in-camera report from the Executive Director of Human Resources, Manager of Employee Relations, Manager of Strategic Operating Budget Development and Control, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a personal matter – labour negotiations **BE RECEIVED AND APPROVED** as presented.

4. That the in-camera report from the Executive Director of Long Term Care/Huron Lodge, Executive Director of Human Resources, Manager of Employee Relations, Manager of Strategic Operating Budget Development and Control, Acting Commissioner of Human and Health Services, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a personal/legal matter – labour negotiations/potential litigation **BE RECEIVED AND APPROVED** as presented.

5. That the in-camera verbal report from the Commissioner, Community Services and Executive Director of Parks respecting a personal matter – labour negotiations **BE RECEIVED** and further that Administration **BE AUTHORIZED TO PROCEED TO PROCEED** on the verbal direction of Council.

Councillor Francis voting nay

6. That the recommendation contained in the in-camera report from the Deputy Treasurer Taxation, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Legal and Legislative Services respecting a legal matter – assessment appeal **BE APPROVED**.

7. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Executive Director of Parks and Facilities, Commissioner, Community Services, Executive Director of Housing and Children Services, Acting Commissioner, Human and Health Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – lease amendment **BE APPROVED**.

Councillor Bortolin declares an interest and abstains from voting on this matter.

8. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – expropriation settlement/acquisition of land **BE APPROVED**.

9. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – expropriation settlement/acquisition of land **BE APPROVED**.

10. That the recommendation contained in the in-camera report from Senior Legal Counsel, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property/legal matter – expropriation settlement **BE APPROVED**.

11. That the recommendation contained in the in-camera report from the Manager of Real Estate Services, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – disposition of land approvals **BE APPROVED**.

12. That the recommendation contained in the in-camera report from the Executive Director of Human Resources, Commissioner, Infrastructure Services, Acting Commissioner, Human and Health Services, Commissioner, Economic Development and Innovation, Commissioner, Corporate Services CFO/City Treasurer. Commissioner, Community Services and Commissioner, Legal and Legislative Services respecting a personal matter – labour negotiations - recruitment **BE APPROVED AS AMENDED**.

13. That the in-camera report from the Commissioner, Legal and Legislative Services respecting a legal matter – litigation **BE RECEIVED** and further that Administration **BE AUTHORIZED TO PROCEED** on the verbal direction of Council.

Councillor Bortolin discloses an interest and abstains from discussion and voting.

Councillors Francis, Gill, Sleiman and Mayor Dilkens voting nay

Motion Carried.

Moved by Councillor Gignac, seconded by Councillor Morrison,
That the special meeting of council held July 25, 2022 BE ADJOURNED.
(Time: 4:46 p.m.)

Motion Carried.



Correspondence Report: CMC 12/2022

ATTACHMENTS

Subject: Correspondence for August 8, 2022

No.	Sender	Subject
7.1.1.	Minister of Tourism, Culture and Sport	<p>Letter informing that the 2022 Can-Am Police-Fire Games was a successful applicant of the Reconnect Ontario 2022 program, delivered by Ontario's Ministry of Tourism, Culture and Sport</p> <p>Commissioner, Corporate Services CFO/ City Treasurer Commissioner, Community Services Senior Manager, Communications & Customer Service GP2022 Note & File</p>
7.1.2.	Town of Tecumseh	<p>The Town of Tecumseh will hold a virtual/electronic public meeting on Tuesday, August 9, 2022 at 6:00 p.m. to consider a proposed Zoning By-law amendment pursuant to the provisions of the <i>Planning Act, R.S.O. 1990</i>.</p> <p>City Planner Commissioner, Legal & Legislative Services Deputy City Solicitor Chief Building Official Development Applications Clerk Z2022 Note & File</p>

No.	Sender	Subject
7.1.3.	Town of Tecumseh	<p>The Town of Tecumseh will hold a virtual/electronic public meeting on Tuesday, August 9, 2022 at 5:00 p.m. to consider a proposed Official Plan amendment pursuant to the provisions of the <i>Planning Act, R.S.O. 1990.</i></p> <p style="text-align: right;">City Planner Commissioner, Legal & Legislative Services Deputy City Solicitor Chief Building Official Development Applications Clerk Z2022 Note & File</p>
7.1.4.	Essex Region Conservation Authority (ERCA)	<p>Essex Region Conservation Authority 2021 Audited Financial Statements (December 31, 2021)</p> <p style="text-align: right;">Commissioner, Corporate Services CFO/ City Treasurer Commissioner, Legal & Legislative Services EI/10108 Note & File</p>

No.	Sender	Subject
7.1.5.	Manager of Urban Design	<p>Recent Site Plan Control (SPC) applications:</p> <ul style="list-style-type: none"> • Blueprint2build (Chris Hatfield), 4730 Walker, commercial unit with drive-thru restaurant/store/gas bar/car wash. • Alberici Constructors Ltd (Brian Conklin), 0 E C Row & Banwell, manufacturing facility for Lithium-Ion electrolytic cells and cell modules • D.C. McCloskey Engineering Ltd. (Mark McCloskey), 1885 Provincial, addition of pre-engineered steel building • Gary's Railing and Fencing (Arman Celik), 0 Cantelon @ Kew/Lauzon Pkwy, new industrial building • Corporation of the City of Windsor (Darron Ahlstedt), 397 Erie E, 16 stall parking lot - Wigle Park • Lukasz Troczynski, 3236 Peter, new duplex building • Rosati Construction Inc. (Denis Gauthier), 3235 Banwell, alternative commercial building orientation <p style="text-align: right;">Z2022 Note & File</p>
7.1.6.	Committee of Adjustment	<p>Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, August 18, 2022 at, 3:30 p.m., at Room 204 and electronic meeting participation through Zoom</p> <p style="text-align: right;">Z2022 Note & File</p>

No.	Sender	Subject
7.1.7.	<p>Manager of Environmental Quality, City of Windsor</p> <p>AND</p> <p>Soil & Materials Engineering Inc.</p>	<p>Notice of intention to apply non-potable groundwater site condition standards record of site condition (0 Lennon Court). The City of Windsor has no objection to the application.</p> <p>Commissioner, Infrastructure Services E/11165 Note & File</p>
7.1.8.	<p>Dr. Huma Kazmie</p> <p>Dr. Erica Meyers</p> <p>Wiquar Husain</p>	<p>Request to introduce a bill to outlaw protests near places such as medical clinics, hospitals, schools, daycares, Covid-19 vaccination sites and testing centres.</p> <p>City Solicitor Police Chief MH/13786 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>

**Ministry of Tourism,
Culture and Sport**

Minister

6th Floor
438 University Avenue
Toronto, ON M7A 2A5
Tel: 416 326-9326

**Ministère du Tourisme, de la
Culture et du Sport**

Ministre

6^e étage
438, avenue University
Toronto (Ontario) M7A 2A5
Tél : 416 326-9326



July 28, 2022

Steve Vlachodimos
City Clerk
The Corporation of the City of Windsor
350 City Hall Square West
Windsor, ON N9A 6S1
svlachodimos@citywindsor.ca

Re: Application #2022-01-1-1660497874

Dear Mr. Vlachodimos:

I am delighted to inform you that 2022 Can-Am Police-Fire Games is a successful applicant of the Reconnect Ontario 2022 program, delivered by Ontario's Ministry of Tourism, Culture and Sport. To support your event, one-time funding of up to \$94,551 will be provided under this program, subject to the successful completion of a transfer payment agreement.

Due to the significant interest in this year's program and the high volume of applications, funding through the Reconnect Ontario program was increased by \$30 million. This is a one-time increase. Future funding is not guaranteed, and applications will be measured against next year's program's criteria.

Our government recognizes the festival and event sector was hit hard by the COVID-19 pandemic and I am proud to support a record number of festivals and events this year. Investments in events such as yours will help event organizers carry out events that will motivate visitors to rediscover Ontario, generating a positive economic impact for local communities, regions and the province.

Our ministry is committed to working with you to support your event. A ministry tourism advisor will contact you shortly to outline next steps.

Thank you for your ongoing commitment to tourism and culture, and for bringing people in Ontario together.

Sincerely,

A handwritten signature in black ink, appearing to read 'Neil Lumsden'.

The Honourable Neil Lumsden
Minister of Tourism, Culture and Sport

**TOWN OF TECUMSEH
NOTICE OF VIRTUAL/ELECTRONIC PUBLIC MEETING
PROPOSED HOUSEKEEPING ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a virtual/electronic public meeting **Tuesday, August 9, 2022 at 6:00 p.m.** to consider a proposed Zoning By-law amendment pursuant to the provisions of the Planning Act, R.S.O. 1990. Please see below for information on how to provide comments or participate in the virtual/electronic public meeting.

The Town of Tecumseh Official Plan ("Tecumseh OP") includes permissive policies dealing with Additional Residential Units (ARUs), both for attached and stand-alone ARUs within the urban and rural areas of the Town. These policies authorize the use of an ARU in a detached house, semi-detached house or rowhouse as well as in a structure ancillary to one of these dwelling types. The Tecumseh OP policies establish that the Zoning By-law shall permit ARUs as-of-right in the settlement areas, while site-specific zoning by-law amendments are required in order to introduce an ARU within the Town's agricultural areas.

This "as-of-right" policy requires a housekeeping Zoning By-law amendment (*Application/File: D19 ARU*) to the Town's existing three zoning by-laws (By-law 1746, 2065 and 85-18), in order to specifically permit ARUs as a permitted use in each of the respective residential zones and to also establish general zone regulations with respect to ARUs. The ARU zoning regulations will establish standards for the number of ARUs per property, location/setbacks, size/height, lot coverage, services, parking and other requirements. The regulations will apply to both ARUs within an existing dwelling and stand-alone ARUs and address ARUs proposed on properties within and outside of the settlement areas of the Town.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law amendment.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Town of Tecumseh before the Zoning By-law amendment is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Town of Tecumseh before the Zoning By-law amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in an Electronic Public Meeting

Public Meetings are being held virtually through electronic means and live-streamed on the Town's website. Any person who wishes to **make oral submissions** during the electronic Public Meeting **must register as a delegate**. To register as a delegate, persons may use the online registration form on the Town's website at www.tecumseh.ca/delegations or by providing their contact information (name, address, email and phone number) to the Town Clerk **by 12:00 p.m. (noon) on Tuesday, August 9, 2022**. Registered delegates will receive the necessary log-in details to the meeting. By registering as a delegate persons are consenting to their image, voice and comments being recorded and available for public viewing on the Town's website. **Written submissions** may also be provided to the Clerk **12:00 p.m. (noon) on Thursday, August 4, 2022**.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Official Plan amendment, **you must make a written request** to the Corporation of the Town of Tecumseh, c/o Jennifer Alexander, Acting Clerk, at the mailing address noted below.

ADDITIONAL INFORMATION and any associated reports/documents relating to this matter are available for review during regular office hours at the Town Municipal Office on Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (<https://calendar.tecumseh.ca/meetings>) on Friday, August 5, 2022.

DATED AT THE TOWN OF TECUMSEH
THIS 20TH DAY OF JULY, 2022.
JENNIFER ALEXANDER, ACTING CLERK
TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO, N8N 1W9

CITY OF WINDSOR
COUNCIL SERVICES

JUL 26 2022

RECEIVED

**TOWN OF TECUMSEH
NOTICE OF VIRTUAL/ELECTRONIC PUBLIC MEETING
PROPOSED OFFICIAL PLAN AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a virtual/electronic public meeting **Tuesday, August 9, 2022 at 5:00 p.m.** to consider a proposed Official Plan amendment pursuant to the provisions of the Planning Act, R.S.O. 1990. Please see below for information on how to provide comments or participate in the virtual/electronic public meeting.

The Tecumseh Official Plan (Tecumseh OP) contains policies that encourage the use of Community Improvement Plans in order to revitalize residential, commercial and industrial sections of the Town and as a means to foster economic development in accordance with Section 28 of the Planning Act. The policies are proposed to be amended (*Application/File: D19 CIPOPA*) to establish that the associated Community Improvement Area shall comprise the entirety of the municipality rather than only Settlement Areas, as is currently the case. This revised approach will provide the Town with greater flexibility in administering the range of Community Improvement Policies and extend the area within which individual community improvement project areas may be designated by by-law.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan amendment.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Town of Tecumseh before the Official Plan amendment is adopted, the person or public body is not entitled to appeal the decision of the County of Essex (the Approval Authority) to the Ontario Land Tribunal (OLT).

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Town of Tecumseh before the Official Plan amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the to the Ontario Land Tribunal (OLT) unless, in the opinion of the OLT, there are reasonable grounds to do so.

How to Provide Comments or Participate in an Electronic Public Meeting

Public Meetings are being held virtually through electronic means and live-streamed on the Town's website. Any person who wishes to **make oral submissions** during the electronic Public Meeting **must register as a delegate**. To register as a delegate, persons may use the online registration form on the Town's website at www.tecumseh.ca/delegations or by providing their contact information (name, address, email and phone number) to the Town Clerk by **12:00 p.m. (noon) on Tuesday, August 9, 2022**. Registered delegates will receive the necessary log-in details to the meeting. By registering as a delegate persons are consenting to their image, voice and comments being recorded and available for public viewing on the Town's website. **Written submissions** may also be provided to the Clerk **12:00 p.m. (noon) on Thursday, August 4, 2022**.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Official Plan amendment, **you must make a written request** to the Corporation of the Town of Tecumseh, c/o Jennifer Alexander, Acting Clerk, at the mailing address noted below.

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THIS 20TH DAY OF JULY, 2022.
JENNIFER ALEXANDER, ACTING CLERK
TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO, N8N 1W9

**TOWN OF TECUMSEH
NOTICE OF VIRTUAL/ELECTRONIC PUBLIC MEETING
PROPOSED OFFICIAL PLAN AMENDMENT**

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a virtual/electronic public meeting **Tuesday, August 9, 2022 at 5:00 p.m.** to consider a proposed Official Plan amendment pursuant to the provisions of the Planning Act, R.S.O. 1990. Please see below for information on how to provide comments or participate in the virtual/electronic public meeting.

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ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan amendment.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Corporation of the Town of Tecumseh before the Official Plan amendment is adopted, the person or public body is not entitled to appeal the decision of the County of Essex (the Approval Authority) to the Ontario Land Tribunal (OLT).

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If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Official Plan amendment, **you must make a written request** to the Corporation of the Town of Tecumseh, c/o Jennifer Alexander, Acting Clerk, at the mailing address noted below.

ADDITIONAL INFORMATION and any associated reports/documents relating to this matter are available for review during regular office hours at the Town Municipal Office on Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (<https://calendar.tecumseh.ca/meetings>) on Friday, August 5, 2022.

DATED AT THE TOWN OF TECUMSEH
THIS 20TH DAY OF JULY, 2022.
JENNIFER ALEXANDER, ACTING CLERK
TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO, N8N 1W9



admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

July 18, 2022

Town of Amherstburg

Town of Essex

Town of Kingsville

Town of LaSalle

Municipality of Leamington

Municipality of Lakeshore

Township of Pelee

Town of Tecumseh

City of Windsor

Attention: Municipal Council Clerks (for distribution)

RE: ESSEX REGION CONSERVATION AUTHORITY 2021 Audited Financial Statements and Administration's Report

Attached please find Essex Region Conservation Authority's 2021 Audited Financial Statements as approved by the ERCA Board of Directors at the June 23, 2022.

At the request of our Board, also attached is Administration's report (BD 13/22 2021 Draft Audited Financial Statements and Financial Condition Update) providing additional analysis undertaken as presented to the ERCA Board of Directors in conjunction with the independent audit undertaken by the firm of Hicks, MacPherson, latonna and Driedger LLP.

Should you have any questions regarding ERCA's Audited Financial Statements or Administration's report, please feel free to contact Mr. Tim Byrne, tbyrne@erca.org or by phone 519-776-5209 ext. 350.

Thank you,

Tim Byrne
CAO/Secretary-Treasurer

Shelley McMullen
CFO/Director, Finance and Corporate Services

Attachments:

- BD13/22 Draft Audited Financial Statement and Financial Condition Update and related appendices
- ERCA 2021 Audited Financial Statements



Essex Region Conservation Authority

Board of Directors

BD13/22

From: Shelley McMullen, CFO/Director Finance & Corporate Services

Date: Thursday, June 2, 2022

Subject: 2021 Draft Audited Financial Statements and Financial Condition Update

Compliance Action: Conservation Authorities Act -S.38 Annual Audit
Income Tax Act-Audited Financial Statement/T3010 Requirement for
Registered Charities

Recommendation: THAT the draft audited Financial Statements of the Essex Region Conservation Authority, including the Independent Auditor's Report, for the year ended December 31, 2021, be approved and released as final audited Financial Statements; and further,

THAT Administration be directed to circulate the approved report and Audited Financial Statements to member Municipalities as correspondence.

Summary

- The auditors are proposing to issue an unqualified audit report upon Board members' approval of the 2021 audited Financial Statements. While the audit procedures, including an understanding of the internal controls, are designed to identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error and to obtain sufficient audit evidence to support the audit opinion, the procedures are not for the purpose of expressing an opinion on the effectiveness of the Authority's internal controls.
- The 2021 operating budget anticipated a continuation of Covid19 restrictions throughout most of the year, and while there were several operating units, likely impacted by Covid19-related restrictions, that experienced unanticipated increases/decreases in revenues, the variances were overall immaterial to the financial results of the Authority.
- While the Financial Statements show an increase of \$81,048 in the operating fund surplus, resulting in an accumulated operating surplus of approximately \$133,380, \$85,000 is expected to be utilized in 2022, as outlined in the operating budget. Also, the actual unrestricted operating surplus amounted to ~\$126,000, prior to additional transfers of ~\$45,000 to the reserve funds, to address 2022 projects, as discussed below.
- The reserve funds increased by \$29,853 to \$1,221,251 from \$1,191,398 (Schedule 5 of the Financial Statements), although a decrease of \$119,000 was expected. This positive variance primarily relates

to: a lower demand for reserve funds for the construction of the JRPH Conservation Centre, due to receipt of Foundation grants; deferral of IT projects to 2022 due to vendor selection process; and additional transfers to infrastructure reserves for 2022 capital asset condition assessments and maintenance projects.

- Overall, the Authority experienced relative stability in its operations during 2021, as it adjusted to new operating procedures and service delivery methods, introduced as a result of the pandemic.
- Higher-than-expected permit revenues was the primary contributor to the positive results followed by wage savings related to periodic vacancies and redeployment of staff to special projects, funded by grants.
- The Authority has begun to proactively align its budget format and presentation, with the categorization of programs and services (mandatory and non-mandatory), as required by the revised Conservation Authorities Act, however the format of the audited Financial Statements will not be revised until fiscal year 2024, when all municipal funding agreements are expected to be in place, for non-mandatory programs and services. To provide further clarity to readers and support transparency, the Detailed Statement of Financial Activities by Program, is attached as Appendix C. This schedule presents program financial information, with revenues and expenses, and is the format used to present budget and interim financial results to stakeholders

Discussion

The firm of Hicks, MacPherson, latonna and Driedger LLP has completed the audit of the Financial Statements for the year ended December 31, 2021, (attached) and are prepared to issue their draft unqualified opinion upon Board approval of the Financial Statements. Audit guidelines now require the Board of Director's approval of the Financial Statements prior to final release of the audited Financial Statements and accompanying audit opinion.

The Audit Committee of the Essex Region Conservation Authority met on June 9, 2022 to review the draft audited Financial Statements with management and with Ms. Lindsay latonna, a partner with the appointed auditing firm. The Auditors and Audit Committee did not identify any concerns with the financial statements as prepared by management and additionally, no material internal control weaknesses or errors were noted by the auditors, to the extent that internal controls are reviewed. The Auditors noted that an unqualified report will be attached to the Authority's statements upon Board approval of the Financial Statements.

Financial Statements Overview

The financial statements comprise a report card on the financial activities of a government during a fiscal period and are made available to various stakeholders including: MECP; participating municipalities; board members; ratepayers; staff; transfer payment agencies and other funders; program partners; and financial institutions. Increased expectations and requirements for greater transparency, accountability, value- for-money, and greater comparability amongst governments and public sector agencies, has resulted the expectation for informative and standardized statements.

Five indicators or “messages” are typically included in government financial statements:

- net surplus/(debt);
- accumulated surplus/(deficit);
- annual surplus/(deficit);
- change in net debt in the year; and
- cash position and related cash flow in the year.

In response to this, the Authority has prepared four financial statements:

- Statement of Financial Position;
- Statement of Operations and Accumulated Surplus;
- Statement of Net Surplus; and
- Statement of Cash Flows.

Reconciling Budgets with Financial Statements

While the Financial Statements, as presented, accurately reflect the Authority’s financial position and transactions, they appear to be divergent or inconsistent as compared to the approved budget, resulting in a challenge for stakeholders, in terms of reconciling year-end results with the approved budget. Despite the suggestion that budget documents are to be presented in the same format as Financial Statements (C.D. Howe Institute’s 2014 report titled “Baffling Budgets: Canada’s Cities Need Better Financial Reporting”), it is often not the case: Budget documents are typically generated in a more user- friendly format to facilitate comprehension and ultimate decision-making. This is a challenge that is currently being addressed, at least in the municipal sector: MFOA’s official response to the Howe Institute report states that *“Budgets are laid out in a manner to be meaningful to both Councillors and the public. They are regularly monitored throughout the year by both staff and municipal Council. As well, municipalities have many excellent fiscal controls and countless reports in addition to the annual statutory reporting, all of which are more readable and understandable to “the reasonably intelligent” person than the annual financial statement. We know of no municipality in Ontario who provides interim financial reports based on their year-end reporting format due to its irrelevance to the budgets and actual fiscal control.”*

To address the issue and to facilitate the reconciliation between the budget and the Financial Statements, the following reconciliation summary has been prepared (FS Note 7):

	Approved Budget (BD 07/21)	Actual
Budgeted Deficit	\$ (346,500)	
Capital items to be included as operating expenses	700,000	
Land Acquisition	-	
Adjusted/Actual Net Surplus (Deficit)	353,500	654,877
Gain on Sale of Vehicles	-	(22,500)
Capitalized items	(700,000)	(805,973)
Land Acquisition*	-	-
	(346,500)	(173,596)
Acquisition of fleet & equipment	(88,500)	(93,246)
Net transfers from reserves (Schedule 5)	490,000	386,500
	55,500	119,658
Amortization	315,500	377,743
	371,000	497,401
Net transfers to reserves (Schedule 5)	(371,000)	(416,353)
Increase in Operating Surplus	\$ -	\$ 81,048

**Land acquisitions are approved during the year through the Committee of the Whole*

It should be noted that the Authority has begun to proactively align its budget format and presentation, with its draft categorization of programs and services (mandatory and non-mandatory), as required by the revised Conservation Authorities Act (effective January 1, 2024), however the format of the audited Financial Statements will not be revised until fiscal year 2024, when all municipal funding agreements are expected to be in place, for non-mandatory programs and services. To further provide clarity to readers and support transparency, the **Detailed Statement of Financial Activities by Program, is attached as Appendix C**. This schedule presents program financial information, with revenues and expenses, and is the format used to present budget and interim financial results to stakeholders

Statement of Financial Position, Statement of Cash Flows and Net Debt

For 2021, the Authority's year-end cash position increased by approximately \$1.64 million, almost entirely related to the collection of accounts receivable and the increase in deferred revenues, which together comprise the total change (Statement of Cash Flows).

Deferred revenues increased significantly by \$869,377, resulting in total deferred revenues at December 31st of almost \$3.6 million. The increase was driven by transfers to the land acquisition fund of ~\$600,000, in anticipation of the 2022 property acquisition. Additional transfers were made for budgeted water quality studies and capital projects, expected to proceed in 2022. Of the total \$3.6 million in deferred revenues, the land acquisition fund accounts for nearly \$2.2 million.

The reserve funds increased by \$29,853 to \$1,221,251 from \$1,191,398 (**Schedule 5 of the Financial Statements**), although a decrease of \$119,000 was expected. The positive variance of ~\$148,000 primarily relates to: a lower demand for reserve funds for the construction of the JRPH Conservation Centre, due to receipt of Foundation grants; deferral of IT projects to 2022 due to vendor selection process; and additional transfers of ~\$45,000 to infrastructure reserves for 2022 capital asset condition assessments and maintenance projects.

The net surplus position increased to \$1,310,364, a change of \$104,537 (Statement of Net Surplus). This particular change in financial position can also be reconciled as the increase in reserves, as noted above, plus the increase in the operating fund surplus of \$81,048 less the increase in prepaid expenses.

Statement of Operations (and Schedules 1-4)

As has been previously reported, ERCA's reliance on fee-for-service revenues, third party and special funding, results in varying revenues and expenses, as new projects and funding are available, partnership programs emerge, or are completed, and municipal capacity to support projects (e.g. WECl) varies.

While a comprehensive analysis regarding financial impacts of public health restrictions related to Covid19, was not undertaken, due to the fact that management assumed that most restrictions would remain in effect until fall of 2021, there were some minor unexpected results. Attendance skyrocketed at Holiday Beach and gate and pass revenues increased by \$60,000, although offset partially by placement of gate and additional cleaning staff. The increased net revenues were sufficient to allow for a redirection of the allocated \$27,000 CW~GS levy to the land acquisition fund though. Due to school field trips not resuming until 2022, and reduced event capacity, the John R Park Homestead's admissions/programs revenues fell short by approximately \$50,000, however expenses were reduced and the net result was a \$17k deficit at year end.

Other variances were likely unrelated to Covid19 and were attributable to greater than anticipated fee-for-service revenues in Watershed Management Services, as has been the trend over the past few years, and to other savings in labour, associated with vacant positions, staff work on outside funded special projects and deployment of internal staff to work on capital projects.

While the Financial Statements show an increase of \$81,048 in the operating fund surplus, the actual unrestricted operating surplus amounted to ~\$126,000, prior to additional transfers of ~\$45,000 to the reserve funds, to fund 2022 projects.

The breakdown of the net unanticipated positive variance of \$81,000 is shown below in Table 1:

Table 1

BUSINESS UNIT	Surplus/Deficit	Explanation	Additional Transfers to Reserves	Contribution to 2021 Increase in Accumulated Surplus
Watershed Mgmt Services	\$86,378	Permit revenues exceeded budget	-	\$86,378
Conservation Services	17,647	Wage savings due to redeployment of staff to special projects	40,000	(22,353)
Corporate Services	22,376	Wage savings due to vacancies/turnover and lower IT equipment costs due to transition to hosted/cloud IT infrastructure	5,353	17,023
	\$126,401		\$45,353	\$81,048

Revenues

Total revenues, before transfers to deferred revenues, were lower than budgeted revenues, but slightly higher, year over year (YoY), for the following reasons:

- Overall, government revenues were substantially lower than budget, due to timing of project revenues associated with the City of Windsor's Peche Island project. This accounted for approximately \$1.5million of the difference, which was offset by slightly higher Federal grant revenues for construction projects, habitat projects and water quality studies. Provincial grants were higher due to grants received for water quality initiatives and studies.
- Fee-for-service revenues significantly exceeded budget due to increased attendance at Holiday Beach accompanied by increased enforcement of admissions fees, higher than budgeted permit fees plus fee-for-service tree planting and restoration work.
- Other grants were higher than budgeted due to tree planting and restoration grants received from a US based non-profit organization, supporting tree planting.
- Grants from the Foundation were better than expected due to increased grants for the construction of the JRPH Conservation Centre.
- Deferred revenues are related to timing of grant payments, can vary dramatically from year to year and are difficult to predict. The variance from budget is primarily due to receiving grants and transfer payments specific to water quality initiatives, studies and restoration projects, in advance of incurring project expenses. Several grants were also received in late 2021, for 2022 conservation areas capital projects.

Expenses

Schedule 1/Appendix C Expenses- Watershed Management Services

- Overall, the expenses for Watershed Management Services of \$1.7million, are less than budgeted, due to timing of consulting expenses tied to Turkey Creek Hydrology Study and the conclusion of the Authority's direct staffing supports for Phase 1 of the County's Regional Energy Plan and related contracted consulting.
- Wage expenses were higher, due to turnover in the planning department, as staff from other functions, assisted in the transition and were engaged in reviewing applications and clearances while new staff were trained in role. Wages were also higher as senior administrative staff provided input and comments on a number of official plans updates.
- Overall, as noted in Table 1, Watershed Management Services contributed ~\$86k to the total unrestricted surplus of the Authority and related to permit fee revenues, which exceeded budget.

Schedule 2/Appendix C Expenses- Conservation Services

- Total departmental expenses of ~\$3.9 million were extremely consistent with the previous year, however approximately \$2million less than budgeted, as noted below:
 - Infrastructure additions and maintenance expenses of \$700,000 were included in the operating budget while approximately \$100,000 of expenses, relating to non-capitalized maintenance costs, were expensed, accounting for \$600,000 of the variance.
 - ~\$1.3 million variance relates to timing of the Peche Island project and postponement of other restoration activities, as noted above, but did not impact the operating surplus.
 - As noted in Table 1, the Conservation Services department contributed a small surplus of under \$18k to the overall financial surplus before additional transfers of \$40,000 to infrastructure reserves.

Schedule 3/Appendix C Expenses- Community Outreach Services

- In total, departmental expenses were slightly less than budgeted due to reduced supplies/plant material requirements for special projects for tree planting. This had no effect on the Authority's financial results.
- Wages were slightly less than budgeted as communication's staff were engaged in other initiatives of the Authority, which had a provision/budget for media and communication's supports.
- Overall, Community Outreach activities had no financial effect on the corporate surplus in 2021.

Schedule 4 Expenses/Appendix C - Corporate Services

- Corporate Services includes Administration, Finance, Human Resources and Information Management/Systems/Network. While actual 2021 expenses were slightly less than expected, it should be noted that IT related projects were delayed due to vendor procurement and selection process. However, since the majority of the consulting expense was expected to be financed through a reserve transfer, there was minimal effect on the departmental surplus.
- As noted in Table 1, the departmental activities contributed approximately \$22,000 before a small transfer of \$5k to the HR-related reserve. The Authority has committed to undertake external pay equity evaluations, for which the reserve may be required to fund the project and/or pay adjustments.
- Administration is working collaboratively with the Foundation to address the time and effort that is required of Authority staff to support the Foundation's compliance, governance and finance requirements. For 2022, the Foundation has approved a \$60,000 support grant, an increase of 50% from 2021. As the activity is non-mandatory, the Foundation is wholly responsible to support its own activities and operations and administrative staff is assisting the Foundation in evaluating options for service delivery.

Financial Condition Revisited

In November 2012, the Board of Directors directly responded to previously identified corporate sustainability threats: the looming infrastructure crisis; lack of reserves; and the accumulated operating deficit, by approving a five-year sustainability plan. Since that time, the Authority has continued to monitor indicators of its financial health.

The financial indicators included in BD 20/11, have been updated to include 2021 results and additional metrics have been added in order to report the progress, which was anticipated as a direct result of the Sustainability Plan implementation. The continuity schedule for financial indicators is included as Appendix A.

Infrastructure Reserve

As noted above, an infrastructure and major maintenance reserve was initiated and funded as part of the Sustainability Plan, to address degraded, failing and unsafe infrastructure. The asset management plan formed the basis of the replacement/repair plan and actual investments have been largely consistent with that plan. If the investment was not included in the original plan, it was made either: to address an emergency asset failure, to prevent more expensive future repairs; or to address a potential safety issue; or to prevent loss of material revenues; or government funds became available to add an additional or enhanced amenity (JRP Conservation Centre). Contributions to the infrastructure reserve fund are nearly \$3.9 million since the implementation of the Sustainability Plan in 2013 and during that time-frame the fund has financed almost \$3.77 million of investment in infrastructure. As of 12/31/2021, there was a balance of \$136,198 in the infrastructure reserve fund.

It should be noted that the infrastructure items shown in Appendix B were scheduled for replacement (or undertaken on an emergency basis), irrespective of available third-party grants and donations and that the additional contributions have facilitated a total of \$7.5 million investment in Authority infrastructure and capital maintenance over the past 9 years. The additional non-levy funding has reduced the burden on the reserve fund, in terms of dealing with emergency repairs and replacements, covering unforeseen project expenses and has also financed enhanced site amenities.

The continuity schedule shown in Appendix B does not convey the total project cost, but only the use of the infrastructure fund, to finance projects, either on a permanent or temporary basis, with totals as of December 31, 2021. The Essex Region Conservation Foundation contributes funds by soliciting organizations and companies to support key projects and executes multi-year funding agreements. Due to the nature of capital projects, projects are often completed in their entirety and the Authority accepts the funding transfer from the Foundation, as pledges are collected, leading to temporary use of the fund until full payment is made. The nine year investment in infrastructure, as funded or advanced by the reserve fund, is shown in Appendix B.

The complete listing of the Authority's reserves is shown on Schedule 5 of the Financial Statements.

Recommendation

Administration recommends that the draft audited Financial Statements of the Essex Region Conservation Authority, including the Independent Auditor's Report, for the year ended December 31, 2021, be approved and released as final audited Financial Statements.

Approved By:



Tim Byrne
CAO/Secretary Treasurer

Attachments:

- Appendix A – Financial Condition Indicators (2012-2021)
- Appendix B – Infrastructure Reserve Contributions/Uses
- Appendix C – Detailed Financial Activities By Program
- Draft Audited 2021 Financial Statements with Independent Auditor's Report (available under separate cover)

Appendix A-Financial Condition Indicators

Essex Region Conservation Authority

Financial Condition Indicators (2012-2021)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Sustainability Plan I.O (2013-2017)	Pre-Plan	Yr1	Yr2	Yr3	Yr4	Yr5				
Ratio – Financial Assets to Financial Liabilities	0.88	1.21	1.23	1.24	1.21	1.54	1.51	1.55	1.34	1.30
Annual investment - Infrastructure/Major Maintenance	\$160,201	\$248,800	\$637,600	\$683,800	\$1,640,000	\$1,067,600	\$509,500	\$360,800	\$1,456,000	\$914,200
Net Book Value as % of Total Historical Asset Cost (excluding land)	68%	66%	65%	67%	70%	75%	76%	73%	74%	73%
Accumulated Unrestricted Surplus/(Deficit)	(\$436,970)	(\$316,635)	(\$249,872)	(\$128,686)	(\$67,374)	\$133,746	\$116,063	\$118,223	\$52,332	\$133,380
Reserves(restricted/unrestricted)	\$199,587	\$822,109	\$973,716	\$942,050	\$968,305	\$1,251,856	\$1,293,887	\$1,448,539	\$1,191,398	\$1,221,251
Annual Levy (General)	\$1,640,206	\$1,684,210	\$1,746,936	\$1,767,435	\$1,906,833	\$1,997,733	\$2,098,752	\$2,188,667	\$2,336,666	\$2,485,204
Annual Levy (CW~GS)	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000	\$969,414
Total Levies	\$2,690,206	\$2,734,210	\$2,796,936	\$2,817,435	\$2,956,833	\$3,047,733	\$3,148,752	\$3,238,667	\$3,386,666	\$3,454,618
Levy Increase		\$44,004	\$62,726	\$20,499	\$139,398	\$90,900	\$101,019	\$89,915	\$148,000	\$67,952
Levy allocated for infrastructure replacement		\$425,000	\$475,000	\$425,000	\$475,000	\$475,000	\$320,000	\$200,000	\$250,000	\$325,000
Levy allocated to other reserves	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	\$0	\$50,000	\$64,000
Levy allocated to land securement		\$141,400	\$139,400	\$156,900	\$158,600	\$170,226	\$458,600	\$582,600	\$510,095	\$525,099
Levy increase attributable to operations	\$208,256	\$44,004	\$14,726	\$52,999	\$87,698	\$79,274	\$17,645	\$85,915	\$120,505	(\$36,052)

Appendix B – Infrastructure Reserve Contributions/Uses

Infrastructure/Major Maintenance Reserve Continuity Schedule	2013	2014	2015	2016	2017	2018	2019	2020	2021	TOTAL
Infrastructure reserve contributions										
Opening balance	\$ 19,175									\$ 19,175
Infrastructure reserve contributions	425,000	425,000	425,000	425,000	425,000	120,000	204,000	250,000	315,000	3,014,000
Phased-in infrastructure replacement levy		50,000	50,000	100,000	150,000	200,000	-	-	-	550,000
Interest	1,995	5,464	7,971	8,144	9,937	9,600	12,000	10,000	-	65,111
Other/ERCF/MTO	245,000	13,768	-	-	-	-	-	-	-	258,768
	\$ 691,170	\$ 494,232	\$ 482,971	\$ 533,144	\$ 584,937	\$ 329,600	\$ 216,000	\$ 260,000	\$ 315,000	\$ 3,907,054
Infrastructure and major maintenance items:										
Cypher Systems Greenway				82,000	72,690		(80,000)	(71,250)	-	\$ 3,440
Devonwood trail & parking lot						77,000	(44,000)			33,000
Greenways resurfacing/signage /maintenance	32,079	2,200	7,599		266,773		-		-	308,651
Greenway risk remediation/netting		80,040								80,040
Greenway entrances/access									7,700	7,700
HBCA Beach washroom	56,580	195,237	332,160		-		-			583,977
HBCA Boardwalk					19,000	139,074	60,500			218,574
HBCA Cottage (site work, landscape/deck)				26,000	15,000					41,000
HBCA Investment feasibility plan							19,000			19,000
HBCA linear infrastructure (drainage/water/sewer/electrical)	45,458	21,544	12,399	57,500						136,901
HBCA -Classroom (in excess of ERCF\$)							13,559	(18,100)		(4,541)
HBCA -Playground (in excess of ERCF\$)							7,702	23,650		31,352
HBCA roads							179,800	105,472		285,272
HBCA shoreline remediation					3,000	66,400	8,400			77,800
HBCA Storm damages (in excess of insurance reserve\$)							5,245			5,245
HBCA workshop replacement						645	13,540	227,500	25,000	266,685
HMCA Entrance			14,882							14,882
JRPH Conservation Centre								73,260	347,800	421,060
JRPH parking lot expansion		30,000								30,000
JRPH Shoreline remediation								223,710	6,000	229,710
Kopegaron boardwalk			183,866	226,000						409,866
Maidstone boardwalk/gravel trail					84,173	90,550				174,723
Maidstone drainage	3,128	33,420								36,548
Millcreek Culverts	9,210	99,550	7,144							115,904
Misc major CA maintenance(P lots etc)		3,900								3,900
Ramps - accessibility				6,800						6,800
Ruthven Trail Extension				41,000						41,000
Rotary(Oldcastle) Hub	-	-	4,164	92,000	93,000	21,000	(59,504)			150,660
CA Signage							11,606	4,951		16,557
Civic Centre workshop heating/parking lot			4,400		20,750					25,150
	146,455	465,891	566,614	531,300	574,386	394,669	135,848	569,193	386,500	3,770,856
Closing balance	\$ 544,715	\$ 573,056	\$ 489,413	\$ 491,257	\$ 501,808	\$ 436,739	\$ 516,891	\$ 207,698	\$ 136,198	\$ 136,198

2021 DETAILED FINANCIAL ACTIVITIES BY PROGRAM

2021
AUDITED

2021
BUDGET

WATERSHED MANAGEMENT SERVICES

CATEGORY 1 MANDATORY SERVICES - RISKS OF NATURAL HAZARDS

DEVELOPMENT SERVICES

GENERAL LEVY	185,800	234,650
OTHER GRANTS/USER FEES/RECOVERIES	745,245	620,000
	<u>931,045</u>	<u>854,650</u>
WAGES	674,228	661,000
CONSULTING	-	1,000
SUPPLIES/OFFICE/JANITORIAL	30,687	17,000
VEHICLE/TRAVEL/EQUIP'T USAGE	14,343	20,500
CORP SUPPORT/SHARED SVCS	111,388	119,000
RENT/INS/TAXES/UTILITIES	27,325	23,000
DUES/MEMBERSHIPS	251	650
AUDIT AND LEGAL	-	10,000
CAP MAINT/LOW VALUE ASSETS	1,364	2,500
	<u>859,585</u>	<u>854,650</u>

PLANNING RELATED TO HAZARDS

GENERAL LEVY	98,550	89,550
OTHER GRANTS/USER FEES/RECOVERIES	113,965	10,000
	<u>212,515</u>	<u>99,550</u>
WAGES	163,494	84,500
SUPPLIES/OFFICE/JANITORIAL	2,987	1,550
VEHICLE/TRAVEL/EQUIP'T USAGE	-	500
CORP SUPPORT/SHARED SVCS	25,382	12,000
RENT/INS/TAXES/UTILITIES	5,000	1,000
	<u>196,863</u>	<u>99,550</u>

FLOOD /EROSION PROGRAM (\$3.39 PROV \$)

GENERAL LEVY	136,013	144,263
PROVINCIAL GRANTS	104,417	104,417
OTHER GRANTS/USER FEES/RECOVERIES	0	-
	<u>240,430</u>	<u>248,680</u>
WAGES	153,031	156,500
CONSULTING/INFO'N/DATA SVCS	39,731	35,500
SUPPLIES/OFFICE/JANITORIAL	4,591	8,680
VEHICLE/TRAVEL/EQUIP'T USAGE	3,982	6,000
CORP SUPPORT/SHARED SVCS	31,336	32,000
RENT/INS/TAXES/UTILITIES	8,000	10,000
	<u>240,671</u>	<u>248,680</u>

WATERSHED ENGINEERING/TECHNICAL STUDIES SUPPORTS

GENERAL LEVY	70,750	94,150
	<u>70,750</u>	<u>94,150</u>
WAGES	58,454	75,000
SUPPLIES/OFFICE/JANITORIAL	901	1,550
VEHICLE/TRAVEL/EQUIP'T USAGE	-	1,100
CORP SUPPORT/SHARED SVCS	9,222	15,000
RENT/INS/TAXES/UTILITIES	2,000	1,000
DUES/MEMBERSHIPS	270	500
	<u>70,846</u>	<u>94,150</u>

	2021 AUDITED	2021 BUDGET
CLIMATE CHANGE - HAZARDS		
GENERAL LEVY	-	25,000
	-	25,000
WAGES	-	21,500
CONSULTING	-	-
CORP SUPPORT/SHARED SVCS	-	3,500
	-	25,000
SUMMARY - CATEGORY 1 WMS MANDATORY SERVICES, RISKS OF NATURA		
GENERAL LEVY	491,113	587,613
PROVINCIAL GRANTS	104,417	104,417
OTHER GRANTS/USER FEES	876,710	630,000
TRANSFER TO/FROM DEF REVENUES	(17,500)	-
	1,454,740	1,322,030
WAGES & BENEFITS	1,049,207	998,500
SUPPLIES/SERVICES/OTHER	123,490	114,930
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	195,268	208,600
	1,367,965	1,322,030
SURPLUS/(DEFICIT)	86,775	-
CATEGORY 2 NON MANDATORY SERVICES -MUNICIPAL PROGRAMS		
PLANNING RELATED TO NATURAL HERITAGE		
GENERAL LEVY	65,500	-
CW~GS LEVY	-	-
OTHER GRANTS/USER FEES/RECOVERIES	-	91,000
	65,500	91,000
WAGES	56,930	76,000
VEHICLE/TRAVEL/EQUIP'T USAGE	20	-
CORP SUPPORT/SHARED SVCS	8,542	13,000
RENT/INS/TAXES/UTILITIES	-	2,000
	65,492	91,000
SUMMARY CATEGORY 2 NON MANDATORY SERVICES -MUNICIPAL PROGRAMS		
GENERAL LEVY	65,500	-
CW~GS LEVY	-	-
OTHER GRANTS/USER FEES	-	91,000
	65,500	91,000
WAGES & BENEFITS	56,930	76,000
SUPPLIES/SERVICES/OTHER	20	2,000
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	8,542	13,000
	65,492	91,000
SURPLUS/(DEFICIT)	8	-

	2021 AUDITED	2021 BUDGET
CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED MUNICIPAL PROJECTS/STUDIES		
MUNICIPAL WATER & EROSION CONTROL PROJECTS (50% PROV \$)		
MUNICIPAL	69,945	70,500
PROVINCIAL GRANTS	(26,652)	17,625
TRANSFERS (TO)/FROM DEFERRED REVENUES	34,298	52,875
	<u>77,591</u>	<u>141,000</u>
 DIRECT WAGES	 9,550	 750
CONSULTING/OUTSIDE ENGINEERING	27,930	44,250
CONSTRUCTION	37,918	96,000
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	2,203	-
	<u>77,600</u>	<u>141,000</u>
SPECIAL MUNICIPAL STUDIES/PROJECTS		
MUNICIPAL	122,380	355,000
PROVINCIAL GRANTS	-	-
FEDERAL GRANTS	22,500	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	(15,279)	14,700
	<u>129,601</u>	<u>369,700</u>
 DIRECT WAGES	 10,454	 20,000
CONSULTING/OUTSIDE ENGINEERING	116,756	340,500
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	2,788	9,200
	<u>129,997</u>	<u>369,700</u>
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED PROJECTS/STUDIES		
MUNICIPAL	192,325	425,500
PROVINCIAL GRANTS	(26,652)	17,625
FEDERAL GRANTS	22,500	-
TRANSFER TO/FROM DEF REVENUES	19,019	67,575
	<u>207,192</u>	<u>510,700</u>
 WAGES & BENEFITS	 20,004	 20,750
CONSTRUCTION/ENGINEERING/SUPPLIES	182,603	480,750
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	4,991	9,200
	<u>207,597</u>	<u>510,700</u>
 SURPLUS/(DEFICIT)	 (405)	 -

CONSERVATION SERVICES

CATEGORY 1 MANDATORY SERVICES - CONSERVATION LANDS MANAGEMENT		
GENERAL PROGRAM OPERATIONS, MANAGEMENT PLANS & LAND STRATEGIES		
GENERAL LEVY	147,815	179,215
FEDERAL GRANTS	-	25,000
	<u>147,815</u>	<u>204,215</u>
 WAGES	 124,238	 175,000
SUPPLIES/OFFICE/JANITORIAL	4,164	4,215
VEHICLE/TRAVEL/EQUIP'T USAGE	-	2,000
CORP SUPPORT/SHARED SVCS	19,421	23,000
SMALL MISC	-	-
	<u>147,823</u>	<u>204,215</u>

	2021 AUDITED	2021 BUDGET
CONSERVATION AREAS/GREEWAYS/OWNED PROPERTIES MAINTENANCE		
GENERAL LEVY	543,626	620,226
FEDERAL GRANTS	22,153	-
OTHER GRANTS/USER FEES	96,621	85,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	9,111	5,800
TRANSFERS TO/FROM RESERVES	(22,000)	(7,000)
	<u>649,511</u>	<u>704,026</u>
	255,471	313,500
CONSTRUCTION	9,580	-
ENGINEERING/CONSULTING	8,802	12,000
SUPPLIES/OFFICE/JANITORIAL	45,088	45,910
VEHICLE/TRAVEL/EQUIP'T USAGE	56,921	74,500
PLANT MAT/LANDOWNER GRANTS	1,909	16,300
CORP SUPPORT/SHARED SVCS	76,384	89,890
RENT/INS/TAXES/UTILITIES	121,018	118,200
AUDIT AND LEGAL	1,120	-
CAP MAINT/LOW VALUE ASSETS	69,583	32,976
SMALL MISC	2,583	750
	<u>648,458</u>	<u>704,026</u>
CAPITAL OR MAJOR MAINTENANCE/IMPROVEMENT PROJECTS		
GENERAL LEVY	71,100	15,000
MUNICIPAL	100,000	-
PROVINCIAL GRANTS	6,249	-
FEDERAL GRANTS	160,000	60,000
OTHER GRANTS/USER FEES	202,833	200,000
TRANSFERS TO/FROM RESERVES	371,500	425,000
	<u>911,682</u>	<u>700,000</u>
	5,563	15,000
WAGES	24,519	648,500
CONSTRUCTION	2,442	15,000
ENGINEERING/CONSULTING/SUB CONTRACTING	6,716	12,000
CONSTRUCTION SUPPLIES	395	-
VEHICLE/TRAVEL/EQUIP'T USAGE	14,850	9,500
CORP SUPPORT/SHARED SVCS	49,714	-
CAP MAINT/LOW VALUE ASSETS	<u>108,229</u>	<u>700,000</u>
JOHN R PARK HOMESTEAD		
GENERAL LEVY	90,000	90,000
CW~GS LEVY	97,065	97,065
PROVINCIAL GRANTS	23,688	23,688
FEDERAL GRANTS	15,221	-
OTHER GRANTS/USER FEES	17,833	69,550
TRANSFERS (TO)/FROM DEF REVENUES	-	-
TRANSFERS (TO)/FROM RESERVES	(10,000)	-
	<u>233,807</u>	<u>280,303</u>
	168,331	173,000
WAGES	-	10,000
CONSTRUCTION	-	1,500
CONSULTING/SUB K	20,144	32,503
SUPPLIES/OFFICE/JANITORIAL	1,583	300
VEHICLE/TRAVEL/EQUIP'T USAGE	25,144	25,000
CORP SUPPORT/SHARED SVCS	24,448	30,000
RENT/INS/TAXES/UTILITIES	6,978	7,000
CAP MAINT/LOW VALUE ASSETS	<u>250,396</u>	<u>280,303</u>

	2021 AUDITED	2021 BUDGET
TREE PLANTING AND RESTORATION -ERCA LANDS		
GENERAL LEVY	60,600	58,700
PROVINCIAL GRANTS	13,654	10,000
OTHER GRANTS/USER FEES	29,285	51,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	17,435	-
	<u>120,974</u>	<u>119,700</u>
WAGES	61,072	64,000
SUPPLIES/OFFICE/JANITORIAL	3,499	9,079
VEHICLE/TRAVEL/EQUIP'T USAGE	19,702	13,550
PLANT MAT/LANDOWNER GRANTS	24,495	14,071
CORP SUPPORT/SHARED SVCS	12,204	17,000
RENT/INS/TAXES/UTILITIES	-	2,000
	<u>120,972</u>	<u>119,700</u>
FLEET & FIELD EQUIPMENT		
GENERAL LEVY	50,000	-
OTHER GRANTS/USER FEES/RECOVERIES	193,232	173,000
TRANSFERS TO/FROM RESERVES	-	25,000
	<u>243,232</u>	<u>198,000</u>
MAINTENANCE/REPAIRS	74,347	60,000
FUEL	36,707	33,400
LICENCES/MISC/SMALL TOOLS	20,058	16,600
AMORTIZATION	90,115	88,000
	<u>221,226</u>	<u>198,000</u>
SUMMARY CATEGORY 1 MANDATORY SERVICES -LAND MGMT, (OWNED) CONSERVATION AREAS OPERATIONS,MAINTEN		
GENERAL LEVY	963,141	963,141
CW~GS LEVY	97,065	97,065
MUNICIPAL	100,000	-
PROVINCIAL GRANTS	43,591	40,688
FEDERAL GRANTS	197,374	85,000
OTHER GRANTS/USER FEES	665,601	571,550
IN-KIND	5,000	-
TRANSFER TO/FROM DEF REVENUES	(104,251)	5,800
TRANSFER TO/FROM RESERVES	339,500	443,000
	<u>2,307,021</u>	<u>2,206,244</u>
WAGES & BENEFITS	626,032	740,500
CONSTRUCTION/ENGINEERING/SUPPLIES	651,389	1,224,854
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	219,684	240,890
	<u>1,497,104</u>	<u>2,206,244</u>
SURPLUS/(DEFICIT)	809,917	-
CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA CORE CONSERVATION-RELATED PROGRAMS		
LAND SECUREMENT		
CW~GS LEVY	525,099	500,000
FEDERAL GRANTS	-	-
TRANSFERS (TO)/FROM LAND ACQ FUND	(485,795)	(453,000)
	<u>39,304</u>	<u>47,000</u>
WAGES	14,686	17,000
LEGAL, SURVEYING,CONSULTNG	20,002	25,000
CORP SUPPORT/SHARED SVCS	4,617	5,000
	<u>39,305</u>	<u>47,000</u>

	2021 AUDITED	2021 BUDGET
RESTORATION/TREE PLANTING PROGRAM - NON ERCA PROPERTIES		
CW~GS LEVY	60,000	60,000
PROVINCIAL GRANTS	31,782	62,500
FEDERAL GRANTS	28,499	28,000
OTHER GRANTS/USER FEES	461,354	297,300
IN-KIND	14,478	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	45,285	4,400
	<u>641,397</u>	<u>452,200</u>
WAGES	197,777	150,500
ENGINEERING/CONSULTING/SUB-CONTRACTING	21,734	-
SUPPLIES/OFFICE/JANITORIAL	17,944	10,700
VEHICLE/TRAVEL/EQUIP'T USAGE	28,169	30,100
PLANT MAT/LANDOWNER GRANTS	276,469	205,500
CORP SUPPORT/SHARED SVCS	73,625	48,900
RENT/INS/TAXES/UTILITIES	8,857	5,000
IN KIND SVCS SUPPLIES	14,478	-
CAP MAINT/LOW VALUE ASSETS	2,300	1,000
SMALL MISC	-	500
	<u>641,352</u>	<u>452,200</u>
HOLIDAY BEACH (OPERATED UNDER MGMT AGREEMENT)		
CW~GS LEVY	-	27,000
SELF GENERATED	324,876	251,800
	<u>324,876</u>	<u>278,800</u>
WAGES	162,625	133,250
ENGINEERING/CONSULTING/SUB CONTRACTING	999	2,500
SUPPLIES/OFFICE/JANITORIAL	55,835	39,778
VEHICLE/TRAVEL/EQUIP'T USAGE	23,535	16,322
CORP SUPPORT/SHARED SVCS	34,138	31,600
RENT/INS/TAXES/UTILITIES	39,350	32,600
AUDIT AND LEGAL	500	-
MAJOR MAINT/ROADS/VEGETATION	8,104	22,250
SMALL MISC	-	500
	<u>325,086</u>	<u>278,800</u>
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING CC		
CW~GS LEVY	585,099	587,000
PROVINCIAL GRANTS	31,782	62,500
FEDERAL GRANTS	28,499	28,000
OTHER GRANTS/USER FEES	786,229	549,100
IN-KIND	14,478	-
TRANSFER TO/FROM DEF REVENUES	(440,510)	(448,600)
	<u>1,005,577</u>	<u>778,000</u>
WAGES & BENEFITS	375,088	300,750
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	471,712	353,714
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	158,943	123,536
	<u>1,005,743</u>	<u>778,000</u>
SURPLUS/(DEFICIT)	(166)	-

	2021 AUDITED	2021 BUDGET
CATEGORY 3 NON MANDATORY SERVICES - FEE FOR SERVICE TERM-LIMITED PROJECTS/CONTRACTS		
FEE FOR SERVICE RESTORATION PROJECTS & HABITAT STUDIES		
MUNICIPAL	86,326	1,507,000
PROVINCIAL GRANTS	15,000	75,000
FEDERAL GRANTS	304,882	280,000
OTHER GRANTS/USER FEES	59,838	50,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	5,702	78,575
	471,748	1,990,575
WAGES	73,159	67,000
CONSTRUCTION	262,185	1,765,000
ENGINEERING/CONSULTING/SUB-CONTRACTING	105,614	125,000
SUPPLIES/OFFICE/JANITORIAL	3,602	5,000
VEHICLE/TRAVEL/EQUIP'T USAGE	8,938	7,000
CORP SUPPORT/SHARED SVCS	13,495	20,575
RENT/INS/TAXES/UTILITIES	590	1,000
SMALL MISC	4,230	-
	471,812	1,990,575
FEE FOR SERVICE PROPERTY MAINTENANCE/MANAGEMENT		
OTHER GRANTS/USER FEES	8,389	5,750
TRANSFERS (TO)/FROM DEFERRED REVENUES	3,200	-
	11,589	5,750
WAGES	8,769	4,000
SUPPLIES/OFFICE/JANITORIAL	(341)	-
VEHICLE/TRAVEL/EQUIP'T USAGE	1,367	1,000
CORP SUPPORT/SHARED SVCS	1,553	750
RENT/INS/TAXES/UTILITIES	302	-
SMALL MISC	-	-
	11,650	5,750
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - FEE FOR SERVICE C		
MUNICIPAL	86,326	1,507,000
PROVINCIAL GRANTS	15,000	75,000
FEDERAL GRANTS	304,882	280,000
OTHER GRANTS/USER FEES	68,227	55,750
TRANSFER TO/FROM DEF REVENUES	8,902	78,575
	483,337	1,996,325
WAGES & BENEFITS	81,928	71,000
CONSTRUCTION/SUPPLIES/OTHER	376,205	1,896,000
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	25,328	29,325
	483,462	1,996,325
SURPLUS/(DEFICIT)	(125)	-

WATERSHED RESEARCH

CATEGORY 1 MANDATORY SERVICE - ESSEX REGION SOURCE PROTECTION AUTHORITY (Under Clean Water Act, 2006)

PROVINCIAL GRANTS	121,892	95,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(26,371)	-
	95,522	95,000
WAGES	77,603	80,000
SUPPLIES/OFFICE/JANITORIAL	1,005	-
CORP SUPPORT/SHARED SVCS	11,176	12,000
RENT/INS/TAXES/UTILITIES	1,493	-
PER DIEMS/MISC	4,245	3,000
	95,522	95,000

CATEGORY 2 MUNICIPAL SERVICES - RISK MANAGEMENT SERVICES (PART IV CWA, 2006)

	2021 AUDITED	2021 BUDGET
MUNICIPAL	25,434	12,000
	25,434	12,000
WAGES	19,889	10,000
SUPPLIES/OFFICE/JANITORIAL	348	500
CORP SUPPORT/SHARED SVCS	3,235	1,500
RENT/INS/TAXES/UTILITIES	1,962	-
MISC SUPPLIES	-	-
	25,434	12,000
CATEGORY 3 NON MANDATORY SERVICE - ONGOING ERCA CORE WATER QUALITY/RESEARCH PROGRAM		
WATERSHED WATER QUALITY PROGRAM		
CW~GS LEVY	72,750	72,750
FEDERAL GRANTS	5,000	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	(56,500)	-
	21,250	72,750
WAGES	868	44,500
CONSULTING/SUB CONTRACTING	13,556	10,000
SUPPLIES/OFFICE/JANITORIAL	1,548	2,400
VEHICLE/TRAVEL/EQUIP'T USAGE	1,808	4,500
CORP SUPPORT/SHARED SVCS	2,056	11,000
RENT/INS/TAXES/UTILITIES	1,235	350
DUES/MEMBERSHIPS	171	-
SMALL MISC	-	-
	21,242	72,750
DEMONSTRATION/CROP RESEARCH FARM		
CW~GS LEVY	35,000	35,000
OTHER	19,414	16,600
TRANSFERS (TO)/FROM DEFERRED REVENUES	(35,000)	-
	19,414	51,600
WAGES	6,768	35,000
SUPPLIES/OFFICE/JANITORIAL	1,260	6,000
VEHICLE/TRAVEL/EQUIP'T USAGE	4,550	1,500
PLANT MAT/LANDOWNER GRANTS	852	-
CORP SUPPORT/SHARED SVCS	1,973	6,000
RENT/INS/TAXES/UTILITIES	350	-
DUES/MEMBERSHIPS	259	300
TECHNICAL EQUIPMENT	769	800
SMALL MISC	2,611	2,000
	19,393	51,600
LANDOWNER STEWARDSHIP PROGRAM		
CW~GS LEVY	35,000	35,000
IN-KIND	4,722	20,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(22,300)	3,000
	17,422	58,000
VEHICLE/TRAVEL/EQUIP'T USAGE	215	2,000
PLANT MAT/LANDOWNER GRANTS	8,669	25,000
CORP SUPPORT/SHARED SVCS	2,279	5,000
RENT/INS/TAXES/UTILITIES	128	-
IN KIND SVCS SUPPLIES	4,722	20,000
SMALL MISC	1,460	6,000
	17,473	58,000
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING W		
CW~GS LEVY	142,750	142,750
FEDERAL GRANTS	5,000	-
OTHER GRANTS/USER FEES	19,414	16,600

	2021 AUDITED	2021 BUDGET
IN-KIND	4,722	20,000
TRANSFER TO/FROM DEF REVENUES	(113,800)	3,000
	58,086	182,350
WAGES & BENEFITS	9,096	85,500
SUPPLIES/TECH SERVICES/EQUIP'T	37,634	67,350
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	11,378	29,500
	58,108	182,350
SURPLUS/(DEFICIT)	(22)	-

CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES

DETROIT RIVER CANADIAN CLEANUP		
PROVINCIAL GRANTS	85,000	-
FEDERAL GRANTS	99,833	73,500
OTHER GRANTS/USER FEES	1,000	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	(26,339)	73,500
	159,494	147,000
WAGES	126,422	110,000
ENGINEERING/CONSULTING	-	-
SUPPLIES/OFFICE/JANITORIAL	6,047	7,500
VEHICLE/TRAVEL/EQUIP'T USAGE	4,701	250
PLANT MAT/LANDOWNER GRANTS	-	10,000
CORP SUPPORT/SHARED SVCS	20,794	19,000
RENT/INS/TAXES/UTILITIES	1,530	250
SMALL MISC	-	-
	159,494	147,000

REGIONAL ENERGY PLAN & CLIMATE CHANGE STUDIES		
MUNICIPAL	50,675	79,100
FEDERAL GRANTS	29,790	23,000
OTHER GRANTS/USER FEES	-	10,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	33,376	51,000
	113,841	163,100
WAGES	79,361	65,000
ENGINEERING/CONSULTING	19,754	87,000
SUPPLIES/OFFICE/JANITORIAL	1,205	-
VEHICLE/TRAVEL/EQUIP'T USAGE	-	-
CORP SUPPORT/SHARED SVCS	12,853	11,100
RENT/INS/TAXES/UTILITIES	1,033	-
SMALL MISC	-	-
	114,206	163,100

	2021 AUDITED	2021 BUDGET
OTHER WATER QUALITY STUDIES (FED\$ & PROV\$)		
PROVINCIAL GRANTS	489,593	296,000
FEDERAL GRANTS	275,560	240,000
IN-KIND	6,413	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	(158,726)	-
	<u>612,839</u>	<u>536,000</u>
WAGES	311,790	247,295
CONSTRUCTION	-	30,000
CONSULTING/SUB CONTRACTING	29,534	71,705
SUPPLIES/OFFICE/JANITORIAL	18,369	2,000
VEHICLE/TRAVEL/EQUIP'T USAGE	10,750	8,000
PLANT MAT/LANDOWNER GRANTS	161,261	114,000
CORP SUPPORT/SHARED SVCS	64,090	58,000
RENT/INS/TAXES/UTILITIES	3,169	-
IN KIND SVCS SUPPLIES	6,413	-
TECHNICAL EQUIPMENT	7,463	5,000
SMALL MISC	-	-
	<u>612,839</u>	<u>536,000</u>
OTHER WATER QUALITY FEE FOR SERVICE (SAMPLING/DATA/ANALYSIS)		
FEDERAL GRANTS	22,454	-
OTHER	23,000	21,985
	<u>45,454</u>	<u>21,985</u>
WAGES	35,822	16,500
CONSULTING/SUB CONTRACTING	1,791	600
SUPPLIES/OFFICE/JANITORIAL	485	185
VEHICLE/TRAVEL/EQUIP'T USAGE	1,906	1,900
CORP SUPPORT/SHARED SVCS	5,204	2,800
RENT/INS/TAXES/UTILITIES	236	-
SMALL MISC	-	-
	<u>45,443</u>	<u>21,985</u>
SUMMARY CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES		
MUNICIPAL	50,675	79,100
PROVINCIAL GRANTS	574,593	296,000
FEDERAL GRANTS	427,637	336,500
OTHER GRANTS/USER FEES	24,000	31,985
IN-KIND	6,413	-
TRANSFER TO/FROM DEF REVENUES	(151,689)	124,500
	<u>931,629</u>	<u>868,085</u>
WAGES & BENEFITS	553,394	438,795
SUBSIDIES/MATERIALS/TECH SVCS/EQUIP'T	262,582	328,240
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	116,005	101,050
	<u>931,982</u>	<u>868,085</u>
SURPLUS/(DEFICIT)	(353)	-

	2021 AUDITED	2021 BUDGET
COMMUNITY SERVICES		

CATEGORY 1 MANDATORY SERVICES- SUPPORTS ALL MANDATORY SERVICES		
CORPORATE COMMUNICATIONS		

GENERAL LEVY	167,350	177,700
ERCF/OTHER GRANTS	21,667	20,000
	<u>189,017</u>	<u>197,700</u>
WAGES	174,457	192,000
CONSULTING	-	-
SUPPLIES/OFFICE/JANITORIAL	14,110	4,800
VEHICLE/TRAVEL/EQUIP'T USAGE	-	450
CAP MAINT/LOW VALUE ASSETS	-	450
SMALL MISC	-	-
	<u>188,567</u>	<u>197,700</u>

CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA STAKEHOLDER ENGAGEMENT, OUTREACH & EDUCATION		
OUTDOOR & CONSERVATION EDUCATION		

GENERAL LEVY	10,350	-
CW~GS LEVY	31,000	16,000
ERCF GRANTS	28,800	25,000
OTHER GRANTS/USER FEES	25,210	25,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(24,300)	3,000
	<u>71,060</u>	<u>69,000</u>
WAGES	59,863	55,000
SUPPLIES/OFFICE/JANITORIAL	505	2,670
VEHICLE/TRAVEL/EQUIP'T USAGE	252	830
CORP SUPPORT/SHARED SVCS	9,328	10,000
RENT/INS/TAXES/UTILITIES	1,565	500
SMALL MISC	-	-
	<u>71,513</u>	<u>69,000</u>

OUTREACH & ENGAGEMENT		
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CW~GS LEVY	49,500	62,600
OTHER GRANTS/USER FEES	6,835	30,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(750)	-
	<u>55,585</u>	<u>92,600</u>
WAGES	42,433	42,000
SUPPLIES/OFFICE/JANITORIAL	3,715	6,150
VEHICLE/TRAVEL/EQUIP'T USAGE	1,024	3,200
PARTNER GRANTS/PLANT MATERIAL	-	19,000
CORP SUPPORT/SHARED SVCS	7,036	21,000
RENT/INS/TAXES/UTILITIES	1,221	750
CAP MAINT/LOW VALUE ASSETS	-	500
TOTAL EXPENSES	55,601	92,600
SMALL MISC	173	-
	<u>55,601</u>	<u>92,600</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING ST		
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CW~GS LEVY	49,500	62,600
OTHER GRANTS/USER FEES	6,835	30,000
TRANSFER TO/FROM DEF REVENUES	(750)	-
	<u>55,585</u>	<u>92,600</u>
WAGES & BENEFITS	42,433	42,000
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	5,108	26,600
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	8,060	24,000
	<u>55,601</u>	<u>92,600</u>
SURPLUS/(DEFICIT)	(16)	-

	2021 AUDITED	2021 BUDGET
CATEGORY 3 NON MANDATORY SERVICES - FUNDRAISING/COMMUNITY EVENTS & GRANT FUNDED TERM PROJECTS		
FEDERAL GRANTS	4,750	-
OTHER GRANTS/USER FEES	61,810	32,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(18,127)	35,500
	<u>48,433</u>	<u>67,500</u>
WAGES	25,210	17,000
TREES/SUPPLIES	23,340	50,500
	<u>48,551</u>	<u>67,500</u>

CORPORATE SERVICES

CATEGORY 1 MANDATORY SERVICES- CORPORATE & SUPPORT FUNCTIONS		
ADMINISTRATION, GOVERNANCE, RISK, COMPLIANCE, HR, FINANCE & IM/IT		
GENERAL LEVY	487,750	456,750
OTHER GRANTS/USER FEES/RECOVERIES	647,971	660,000
TRANSFERS (TO)/FROM RESERVES	(5,353)	15,000
	<u>1,130,368</u>	<u>1,131,750</u>
WAGES	771,624	784,000
MEMBER EXPENSES/CO DUES	54,101	57,500
AUDIT/LEGAL/CONSULTING	45,786	54,900
SUPPLIES/EQUIPT/NETWORK	55,925	59,350
OCCUPANCY/PHONE	145,670	142,500
TRAVEL & BD/STAFF MEETINGS	710	2,000
RETIREE BENEFITS	19,842	16,000
	<u>1,093,658</u>	<u>1,116,250</u>

CORPORATE SPECIAL PROJECTS (RECORDS/IS/IT)		
TRANSFERS FROM RESERVES	-	25,000
	<u>-</u>	<u>25,000</u>
CONSULTING/OTHER	-	25,000
	<u>-</u>	<u>25,000</u>

RESERVES		
GENERAL LEVY	300,000	300,000
CWGS	64,000	64,000
TRANSFER TO/FROM RESERVES	(364,000)	(364,000)
	<u>-</u>	<u>-</u>

SUMMARY CATEGORY 1 MANDATORY SERVICES - CORPORATE SERVICES		
GENERAL LEVY	787,750	756,750
CW~GS LEVY	64,000	64,000
OTHER GRANTS/USER FEES	647,971	660,000
TRANSFER TO/FROM RESERVES	(369,353)	(324,000)
	<u>1,130,368</u>	<u>1,156,750</u>
WAGES & BENEFITS	771,624	784,000
OTHER OPERATING/SUPPLIES/PROF SERVICES	322,034	357,250
	<u>1,093,658</u>	<u>1,141,250</u>
SURPLUS/(DEFICIT)	<u>36,710</u>	<u>15,500</u>

NON MANDATORY SERVICES- ESSEX REGION CONSERVATION GOVERNANCE & FINANCE SUPPORTS		
GRANT FROM FOUNDATION, FOR STAFF SUPPORTS	18,333	10,000
ERCF-RELATED WAGE SUPPORTS	37,883	25,500
NET FINANCIAL SUPPORT OF/(PROVIDED BY) ERCF	(19,550)	(15,500)

	2021 AUDITED	2021 BUDGET
AUTHORITY FINANCIAL SUMMARY OF PROGRAMS & SERVICES BY CATEGORY		
Programs & Services associated with Risks of Hazards, Conservation of Lands*, & Drinking Water Source Protection		
Total Municipal Levies associated with mandatory programs & services	2,564,819	2,631,269
Other Government \$	301,025	265,105
Self-generated/Other grants	1,441,000	1,307,360
Deferred Revenue Transfers	(17,324)	5,800
	4,289,520	4,209,534
Reserve transfers	(401,353)	(306,000)
Total revenues associated with mandatory programs & services	3,888,167	3,903,534
Operational Expenses associated with mandatory services		
Wages & benefits -ERCA operations	2,770,747	2,872,500
Plant material, removals and landowner subsidies - ERCA operations	26,404	30,371
Site & operational supplies/services - Conservation Areas	78,184	77,821
Office supplies & expenses - other ERCA programs	15,396	19,130
Occupancy, taxes, utilities & waste removal	275,019	282,860
Maintenance, repairs & security-sites	69,427	46,100
Maintenance, repairs & supplies-fleet/equipment	111,194	100,900
Equipment, software/hardware & website- ERCA operations	72,217	95,173
Technical & sub-contracted services/consulting - ERCA operations	65,875	75,000
Insurance, audit & legal	113,671	106,600
Dues & memberships	45,911	49,229
Travel, training & professional development	5,914	15,750
Board ,committee & meeting expenses	19,245	19,000
Bank, credit card charges and interest	20,941	9,600
Fleet/Equipment replacement	93,246	88,000
Total operational expenses -mandatory programs	3,783,391	3,888,034
Operating surplus/(Deficit) - mandatory programs/services	104,776	15,500
Capital projects associated with conservation areas infrastructure		
Total Municipal Levies associated with capital projects/infrastructure	71,100	15,000
Transfers from Infrastructure Reserve	371,500	425,000
Grants from ERCF/Other funders	469,082	260,000
Total revenues associated with capital projects/infrastructure	911,682	700,000
Construction/engineering-ERCA capital projects (transferred to TCA at y/e)	102,666	685,000
Wages	5,563	15,000
Capitalized Infrastructure replacement	805,973	
Total ERCA infrastructure investment	914,202	700,000
Surplus/(Deficit) - capital projects	(2,520)	-
TOTAL SURPLUS/(DEFICIT)-MANDATORY PROGRAMS/SVCS	102,256	15,500
CATEGORY 3 NON MANDATORY PROGRAMS & SERVICES		
On-going recurring core watershed programs & services		
Total Municipal Levies associated with NM programs & services	818,699	808,350
Other Government \$	65,281	90,500
Self-generated/Other grants	904,021	675,700
Deferred Revenue Transfers	(577,560)	(442,600)
Total revenues associated with ERCA-ongoing non-mandatory programs & service	1,210,441	1,131,950
Expenses associated with ERCA ongoing non-mandatory programs & services		
Wages & benefits -non mandatory operations	526,282	508,750
Construction& consulting engineering	29,043	17,500
Plants, removals and landowner subsidies	286,729	262,500
Supplies	40,270	44,085
Maintenance, repairs & security	22,502	19,086
Occupancy, taxes, utilities & waste removal	38,559	36,653
Equipment, software/hardware & website	8,379	6,750
Lab, data, technical & sub-contracted services	28,046	12,000
Insurance & legal	26,113	24,600
Dues & memberships	4,043	450
Travel, training & professional development	1,279	2,790

	2021 AUDITED	2021 BUDGET
Bank, credit card charges and interest	11,911	4,500
In-kind supplies & services	19,200	20,000
Recoveries-shared/corp svcs/fleet	188,353	187,786
	1,230,709	1,147,450
Surplus/(Deficit) associated with ERCA-ongoing NM programs & services	(20,267)	(15,500)
Category 2 & 3 Municipal and Non Mandatory Term-limited projects with special grants and fixed terms		
Municipal Special Project/Fee For Service	354,760	2,023,600
Other Government \$	1,322,711	1,005,125
Self-generated/Other grants	160,449	119,735
Deferred Revenue Transfer	(143,695)	306,150
Total Revenues associated with term limited 3rd-party funded projects & services	1,694,225	3,454,610
Expenses associated with term limited 3rd-party funded projects & services		
Wages & benefits -special grant & municipal projects	698,506	557,545
Construction& consulting engineering-special grant & municipal	576,700	2,537,750
Plants, removals and landowner subsidies-special grant projects	171,984	160,000
Program supplies- special grant projects	29,365	23,185
Maintenance, repairs & security	846	-
Occupancy, taxes, utilities & waste removal	642	1,000
Equipment, software/hardware & website-special grant projects	21,590	6,000
Lab, data, technical & sub-contracted services -special grant	24,781	22,305
Insurance & legal	8,822	1,250
Dues & memberships	-	-
Travel, training & professional development	891	-
Bank, credit card charges and interest	1,272	-
In-kind supplies & services	6,413	-
Recoveries-shared/corp svcs/fleet	153,354	145,575
	1,695,165	3,454,610
Surplus/(Deficit) associated with term limited 3rd party funded projects & services	(940)	-
SURPLUS/(DEFICIT) ASSOCIATED WITH ALL NMS & ACTIVITIES	(21,208)	(15,500)
Consolidated Surplus(Deficit)	81,048	-
Municipal Levies associated with mandatory services	2,635,919	2,646,269
Municipal Levies associated with non-mandatory services	818,699	808,350
Total Municipal Levies	3,454,618	3,454,619

Levy - Operations	\$ 2,485,204	\$ 2,485,204
Levy - Clean Water~Green Spaces	969,414	969,415
Total Municipal Levy	3,454,618	3,454,619
Water & erosion control infrastructure and special projects	429,326	2,011,600
Risk management services	25,434	12,000
	3,909,378	5,478,219
Provincial		
Section 39 Flood/Erosion Program	104,417	104,417
Drinking Water Source Protection	121,892	95,000
WECI	(26,652)	17,625
Other (CMOG, SEO etc)	664,966	474,188
	864,624	691,230
Federal	990,642	729,500
Total Government Transfer Payments & Fees-For-Services	5,764,644	6,898,949

	2021 AUDITED	2021 BUDGET
Other revenues		
Permit and applicant fees - mandatory services	859,210	721,000
Admissions, program fees & other services	741,159	498,385
Leases & property rentals	85,937	80,600
Donations and other grants		
General	262,518	193,500
Essex Region Conservation Foundation grants	460,780	421,500
In-kind contributions	30,613	20,000
Interest income	31,251	30,000
Gain on sale of assets	22,500	-
Total other revenues	2,493,969	1,964,985
Transfers from/(to) deferred revenues	(869,377)	(130,650)
Interdepartmental recoveries	781,190	803,000
TOTAL REVENUES	\$ 8,170,426	\$ 9,536,284
EXPENSES BY CLASSIFICATION		
Wages & benefits -ERCA operations	\$ 3,302,592	\$ 3,396,250
Wages & benefits -special grant projects	698,506	557,545
Construction-municipal projects	182,603	481,750
Construction-special grant projects	409,287	1,977,000
Construction-ERCA capital projects	73,378	818,000
Plant material, removals and landowner subsidies-special grant projects	471,747	368,571
Plant material, removals and landowner subsidies - ERCA operations	13,371	84,300
Program supplies- special grant projects	43,816	39,785
Site & operational supplies - Conservation Areas	98,654	75,899
Office supplies & expenses - other ERCA operations	24,702	35,037
Maintenance, repairs & security-sites	83,497	55,186
Maintenance, repairs & supplies-fleet/equipment	111,194	100,900
Equipment, software/hardware & website-special grant projects	23,915	10,000
Equipment, software/hardware & website- ERCA operations	122,035	97,923
Lab, data, technical & sub-contracted services -special grant	37,563	34,305
Lab, data, technical & sub-contracted services - ERCA operations	66,957	52,500
Insurance, audit & legal	148,606	132,450
Dues & memberships	49,954	49,679
Travel, training & professional development	8,084	18,540
Board ,committee & meeting expenses	19,245	19,000
Bank, credit card charges and interest	34,124	14,100
In-kind supplies & services	25,613	20,000
Amortization	377,743	315,500
Internal recoveries included in revenues	776,376	808,051
TOTAL EXPENSES	\$ 7,521,810	\$ 9,882,784
Total Revenues	8,176,687	9,536,284
Total Expenses	7,521,810	9,882,784
SURPLUS/(DEFICIT) (ACCRUAL BASIS)	654,877	(346,500)
ADD/SUBTRACT: NON CASH ITEMS		
Donation of land to ERCA	-	-
Gain/loss on asset disposal	(22,500)	-
Amortization	377,743	315,500
Transfers from Reserves (Per Schedule)	-	-
DEDUCT: CAPITAL ITEMS		
Land acquisition	-	-
Purchased fleet/equipment	(93,246)	(88,000)
Infrastructure additions	(805,973)	-
(DECREASE)/INCREASE IN NET SURPLUS (prior to reserve transfers)	110,901	(119,000)
TRANSFER (TO)/FROM RESERVES (Per Schedule)	(29,853)	119,000
FUND SURPLUS	\$ 81,048	\$ -

Essex Region Conservation Authority

Financial Statements December 31, 2021

INDEPENDENT AUDITOR'S REPORT

To the Directors of Essex Region Conservation Authority

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Essex Region Conservation Authority, which comprise:

- the statement of financial position as at December 31, 2021
- the statement of operations for the year then ended
- the statement of cash flow for the year then ended
- the statement of net surplus for the year then ended
- and notes to the financial statements including summary of accounting policies.

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects the financial position of Essex Region Conservation Authority as at December 31, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Essex Region Conservation Authority in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the Annual Report, but does not include the financial statement and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information, and in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing Essex Region Conservation Authority's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate Essex Region Conservation Authority or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing Essex Region Conservation Authority's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Essex Region Conservation Authority's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Essex Region Conservation Authority's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Essex Region Conservation Authority to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**HICKS, MacPHERSON, IATONNA
& DRIEDGER LLP**

*Hicks, MacPherson, Iatonna
& Driedger LLP*

Chartered Professional Accountants
Licensed Public Accountants

Leamington, Ontario
June 23, 2022

**Essex Region Conservation Authority
Statement of Financial Position
December 31**

	2021	2020
Financial Assets		
Cash and cash equivalents (Note 1(i))	4,815,475	\$ 3,175,037
Accounts receivable (Note 4)	809,108	1,589,059
	5,624,583	4,764,097
Financial Liabilities		
Accounts payable and accrued liabilities	715,635	829,063
Deferred revenues	3,598,584	2,729,208
	4,314,219	3,558,271
Net Surplus	1,310,364	1,205,826
Non-Financial Assets		
Tangible capital assets (Notes 1(c) and 2)	21,666,332	21,122,356
Prepaid expenses and inventory	44,267	37,903
	21,710,598	21,160,259
Accumulated surplus	\$ 23,020,962	\$ 22,366,085
Accumulated surplus consists of:		
Operating surplus	\$ 133,380	\$ 52,331
Reserves (Note 1(d) and Schedule 5)	1,221,251	1,191,398
Equity in tangible capital assets	21,666,332	21,122,356
	\$ 23,020,962	\$ 22,366,085

The accompanying notes and schedules are an integral part of these financial statements.

On behalf of the Board:



Chair



Secretary-Treasurer

Essex Region Conservation Authority
Statement of Operations
for the years ended December 31

	2021 Budget (note 7)	2021 Actual	2020 Actual
Revenues			
Government grants & transfer payments:			
Provincial - Section 39	\$ 104,417	\$ 104,417	\$ 104,417
- Drinking Source Water Protection Program	95,000	121,892	52,734
- MNR (Water & Erosion Control Infrastructure) (recovery)	17,625	(26,652)	52,875
- Other	474,188	664,966	519,926
Federal	729,500	990,642	996,414
Municipal			
Levy - General	2,485,204	2,485,204	2,336,666
Levy - Special	969,415	969,414	1,050,000
Remedial projects, studies and risk management services	2,023,600	454,760	1,088,846
Total government revenues	6,898,949	5,764,644	6,201,879
Self-generated & other revenues			
Fee for service, program fees & admissions	1,219,385	1,606,630	1,145,495
Leases & property rentals	80,600	85,937	80,255
Interdepartmental recoveries	803,000	781,190	676,066
Donations & other grants			
General	193,500	262,518	156,010
Essex Region Conservation Foundation (note 10)	421,500	460,780	544,276
In-kind contributions	20,000	30,613	39,222
Interest and miscellaneous income	30,000	31,251	64,690
Net gain on disposal of assets	-	22,500	-
Total other revenues	2,767,985	3,281,420	2,706,015
Change in deferred revenue			
Net transfers to deferred revenue	(130,650)	(869,377)	(545,651)
TOTAL REVENUES	9,536,284	8,176,687	8,362,242
Expenses			
Watershed management services (Schedule 1)	2,086,830	1,755,260	1,801,569
Conservation services (Schedule 2)	5,886,904	3,893,034	3,884,950
Communications & outreach (Schedule 3)	406,800	342,565	299,602
Corporate services (Schedule 4)	1,186,750	1,153,208	991,376
	9,567,284	7,144,067	6,977,497
Amortization (note 2)	315,500	377,743	309,545
Total expenses before extraordinary item	9,882,784	7,521,810	7,287,042
Extraordinary item (note 12)	-	-	292,742
TOTAL EXPENSES	9,882,784	7,521,810	7,579,784
Net Surplus (Deficit) for the Year	(346,500)	654,877	782,458
Accumulated Surplus, Beginning of Year	22,366,085	22,366,085	21,583,627
Accumulated Surplus, End of Year	\$ 22,019,585	\$ 23,020,962	\$ 22,366,085

The accompanying notes and schedules are an integral part of these financial statements.

Essex Region Conservation Authority
Statement of Cash Flow
for the years ended December 31

	2021	2020
	Actual	Actual
Cash provided for (used in):		
Operating Activities		
Net surplus for the year	\$ 654,877	\$ 782,458
Non cash items:		
Amortization	377,743	309,545
Gain on sale of tangible capital assets	(22,500)	-
(Increase) decrease accounts receivable	779,951	(856,389)
(Increase) decrease prepaid expenses and inventory	(6,364)	9,860
Increase (decrease) accounts payable and accruals	(113,426)	259,498
Increase deferred revenues	869,377	545,651
	2,539,657	1,050,624
Investing/Capital Activities		
Constructed tangible capital assets	(805,973)	(221,910)
Construction in progress of tangible capital assets	-	(1,023,929)
Acquisition of land	-	(115,562)
Purchase of tangible capital assets	(93,246)	(53,635)
	(899,219)	(1,415,036)
(Decrease) Increase in cash and cash equivalents	1,640,439	(364,412)
Cash and cash equivalents, beginning of year	3,175,037	3,539,449
Cash and cash equivalents, end of year	\$ 4,815,475	\$ 3,175,037

The accompanying notes and schedules are an integral part of these financial statements.

Essex Region Conservation Authority
Statement of Net Surplus
for the years ended December 31

	2021 Budget (note 7)	2021 Actual	2020 Actual
Net surplus/(deficit) for the year	\$ (346,500)	\$ 654,877	\$ 782,458
Acquisition of land	-	-	(115,562)
Acquisition and/or construction of tangible capital assets	-	(805,973)	(1,245,839)
Purchase of tangible capital assets	(88,000)	(93,246)	(53,635)
Gain on sale/disposal/destruction of assets	-	(22,500)	-
Change in prepaid expenses and supplies inventory	-	(6,364)	9,860
Amortization of tangible capital assets	315,500	377,743	309,545
Increase (decrease) in net surplus	(119,000)	104,538	(313,172)
Net surplus , beginning of year	1,205,826	1,205,826	1,518,998
Net surplus, end of year	\$ 1,086,826	\$ 1,310,364	\$ 1,205,826

The accompanying notes and schedules are an integral part of these financial statements.

Essex Region Conservation Authority

Notes to the Financial Statements

for the year ended December 31

Purpose of Organization

The Essex Region Conservation Authority (ERCA) is a public sector agency, established under the Conservation Authorities Act of Ontario, on July 18, 1973, to further the conservation, restoration, development and management of natural resources, exclusive of gas, oil, coal and minerals for the watersheds within its area of jurisdiction.

The Authority is also a registered charity (107311177RR0001) as recognized by the Canada Revenue Agency.

1. Summary of Accounting Policies

- a) **Management Responsibility** – The financial statements of the Essex Region Conservation Authority ("Authority") are prepared by management in accordance with Canadian public sector accounting standards principles for organizations operating in the local government sector as recommended by the Public Sector Accounting Board of CPA Canada. The integrity and objectivity of these statements are also management's responsibility. Management is also responsible for all of the notes and schedules to the financial statements and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.
- b) **Basis of Accounting** – Revenues and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.
- c) **Tangible Capital Assets** – Tangible capital assets, comprised of capital assets and capital work-in-progress, are recorded at cost less accumulated amortization and are classified according to their functional use. Donated tangible capital assets are reported at fair market value at the time of donation. Leasehold improvements are amortized on a straight-line basis over the lesser of the economic useful life of the improvement or the term of the related property management agreement or lease. Capital works-in-progress are not amortized until the asset is available for productive use. Tangible Capital Assets do not include: assets unrelated to the Authority's core business operations, such as ancillary rental dwellings, specialty assets purchased exclusively for purposes of fulfilling grant obligations, heritage/historical assets held in perpetuity and minority ownership in assets owned by other public sector organizations.

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

1. Summary of Accounting Policies (Continued)

c) Tangible Capital Assets (Continued)

Tangible capital assets are amortized on a straight-line basis over their estimated useful lives, as follows:

Land/Site Improvements	15 to 30 years
Buildings	25 to 50 years
Engineered Structures	15 to 30 years
Linear Assets (Sewer and Water)	35 to 60 years
Machinery and Field Equipment	7 to 40 years
Vehicles	7 years
Furniture & Fixtures	20 years
Computer Hardware & Software	4 to 10 years

- d) **Reserves** – Reserves for future expenditures and contingencies are established as required using the estimates of management. Increases or decreases in these reserves are made by appropriations to or from operations.
- e) **Interdepartmental Recoveries** – Internal charges for the use of the vehicles and equipment are made to the various projects and programs of the Authority. The internal charges are designed to recover the costs of operating the equipment, including replacement. Finance, administration and overhead items are partially charged to programs and projects, on a pro-rata basis.
- f) **In-Kind Contributions** – The Authority records various in-kind contributions made by private landowners and other public sector agencies. A landowner in-kind contribution is recorded when required by government grant programs to satisfy eligibility requirements and when the landowner contribution can be verified and valued. The Authority periodically receives property and tangible goods, donated by various agencies and private landowners, which also results in the recording of an in-kind contribution.

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

1. Summary of Significant Accounting Policies (Continued)

- g) **Government Transfers & Deferred Revenue** – The Authority receives certain amounts for which the related services have yet to be performed. The gross transfer payments received during the year are shown by government program, however, revenue unearned in the current period is recorded as a transfer to deferred revenue.
- h) **Use of Estimates** – The presentation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the reporting period. Significant items subject to such estimates and assumptions include the valuation of accounts receivable, the carrying value of tangible capital assets and accrued liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future.
- i) **Cash and Cash Equivalents**- Cash and cash equivalents include cash balances and short term highly liquid investments that are readily converted to cash.

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

2. Tangible Capital Assets

Cost	Balance 31-Dec-20	Additions	Disposals	Balance 31-Dec-21
Land	\$ 12,181,612	\$ -	\$ -	\$ 12,181,612
Land/Site improvements	5,586,165	-	-	5,586,165
Buildings	479,222	1,559,540	-	2,038,762
Engineered structures	2,102,010	-	-	2,102,010
Leasehold improvements	1,644,176	290,709	-	1,934,885
Machinery and field equipment	517,269	19,691	(10,153)	526,806
Vehicles	544,939	96,056	(79,619)	561,376
Furniture and fixtures	103,280	-	-	103,280
Computer hardware and software	116,682	-	(10,975)	105,707
Capital works-in-progress	1,044,276	-	(1,044,276)	-
	\$ 24,319,631	\$ 1,965,995	\$ (1,145,024)	\$ 25,140,603
Accumulated Amortization	Balance 31-Dec-20	Disposals	Amortization	Balance 31-Dec-21
Land	\$ -	\$ -	\$ -	\$ -
Land/Site improvements	359,297	-	61,984	\$ 421,281
Buildings	347,732	-	39,301	387,033
Engineered structures	801,844	-	69,909	871,753
Leasehold improvements	776,427	-	106,562	882,989
Machinery and field equipment	349,502	(10,153)	28,910	368,259
Vehicles	381,132	(79,619)	62,261	363,773
Furniture and fixtures	85,460	-	3,564	89,024
Computer hardware and software	95,881	(10,975)	5,253	90,159
Capital works-in-progress	-	-	-	-
	\$ 3,197,275	\$ (100,747)	\$ 377,743	\$ 3,474,270
	Net Book Value 31-Dec-20			Net Book Value 31-Dec-21
Land	\$ 12,181,612			\$ 12,181,612
Land/Site improvements	5,226,868			5,164,884
Buildings	131,490			1,651,729
Engineered structures	1,300,166			1,230,257
Leasehold improvements	867,749			1,051,896
Machinery and field equipment	167,767			158,548
Vehicles	163,808			197,603
Furniture and fixtures	17,820			14,256
Computer hardware and software	20,801			15,548
Capital works-in-progress	1,044,276			-
	\$ 21,122,356			21,666,332

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

2. Tangible Capital Assets (Continued)

Cost	Balance 31-Dec-19	Additions	Disposals	Balance 31-Dec-20
Land	\$ 12,066,050	\$ 115,562	\$ -	\$ 12,181,612
Land/Site improvements	5,586,165	-	-	5,586,165
Buildings	479,222	-	-	479,222
Engineered structures	1,920,100	221,910	(40,000)	2,102,010
Leasehold improvements	1,644,176	-	-	1,644,176
Machinery and field equipment	517,269	-	-	517,269
Vehicles	491,304	53,635	-	544,939
Furniture and fixtures	103,280	-	-	103,280
Computer hardware and software	116,682	-	-	116,682
Capital works-in-progress	20,347	1,023,929	-	1,044,276
	\$ 22,944,595	\$ 1,415,036	\$ (40,000)	\$ 24,319,631
Accumulated Amortization	Balance 31-Dec-19	Disposals	Amortization	Balance 31-Dec-20
Land	\$ -	\$ -	\$ -	\$ -
Land/Site improvements	297,313	-	61,984	359,297
Buildings	339,582	-	8,150	347,732
Engineered structures	771,935	(40,000)	69,909	801,844
Leasehold improvements	696,293	-	80,134	776,427
Machinery and field equipment	319,218	-	30,285	349,502
Vehicles	332,593	-	48,539	381,132
Furniture and fixtures	81,896	-	3,564	85,460
Computer hardware and software	88,901	-	6,981	95,881
Capital works-in-progress	-	-	-	-
	\$ 2,927,730	\$ (40,000)	\$ 309,545	\$ 3,197,275
	Net Book Value 31-Dec-19			Net Book Value 31-Dec-20
Land	\$ 12,066,050			\$ 12,181,612
Land/Site improvements	5,288,852			5,226,868
Buildings	139,640			131,490
Engineered structures	1,148,165			1,300,166
Leasehold improvements	947,883			867,749
Machinery and field equipment	198,051			167,767
Vehicles	158,712			163,808
Furniture and fixtures	21,384			17,820
Computer hardware and software	27,781			20,801
Capital works-in-progress	20,347			1,044,276
	\$ 20,016,865			21,122,356

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

2. Tangible Capital Assets (Continued)

The Authority owns assets that are not included above, including the Kingsville Train Station and certain buildings located on the John R. Park Homestead and its collection of artifacts. The assets have significant heritage and historical value in perpetuity and are not amortized or recorded as tangible capital assets in the financial statements.

3. Financial Instruments

The fair values of cash, accounts receivable, accounts payable and accrued liabilities and deferred revenues approximate their carrying values because of their expected short-term maturity and treatment on normal trade terms. It is management's opinion that the Authority is not exposed to significant interest or currency risks arising from these financial instruments.

4. Accounts Receivable

Included in accounts receivable is an HST Rebate of \$ 203,025 (2020 - \$344,217).

5. Pension Agreements

The Essex Region Conservation Authority belongs to the Ontario Municipal Employees Retirement Fund ("OMERS"), which is a multi-employer plan, on behalf of the members of its staff. This plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. The cost of the plan is the employer's contribution to the plan.

The 2021 employer's portion of OMERS pension contributions was \$277,546 (2020 - \$261,172).

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

6. Expenses by Object

	2021 APPROVED	2021 ACTUAL	2020 AUDITED
Expenses by Classification			
Wages & benefits - ERCA operations	3,281,500	3,155,420	2,813,104
Wages & benefits - special grant projects	672,295	845,679	739,273
Construction - municipal projects	481,750	182,603	61,385
Construction - special grant projects	1,977,000	409,287	1,176,295
Construction - ERCA capital projects	783,000	50,394	174,031
Plant material, removals & landowner subsidies - special grant projects	368,571	471,747	229,364
Plant material, removals & landowner subsidies - ERCA operations	84,300	13,371	18,129
Program supplies - special grant projects	39,785	43,816	41,665
Site & operational supplies - Conservation Areas	75,899	98,654	60,754
Office supplies & expenses - other ERCA operations	35,037	24,702	24,683
Occupancy, taxes, utilities & waste removal	320,513	318,250	297,578
Maintenance, repairs & security - sites	55,186	83,497	70,530
Maintenance, repairs & supplies - fleet/equipment	100,900	111,194	99,033
Equipment, software/hardware & website - special grant projects	10,000	23,915	43,913
Equipment, software/hardware & website - ERCA operations	97,923	122,035	41,109
Lab, data, technical & sub-contracted services - special grant	34,305	37,563	46,880
Lab, data, technical & sub-contracted services - ERCA operations	87,500	89,941	49,744
Insurance, audit & legal	132,450	148,606	197,679
Dues & memberships	49,679	49,954	52,300
Travel, training & professional development	18,540	8,084	3,314
Board, committee & meeting expenses	19,000	19,245	21,487
Bank, credit card charges & interest	14,100	34,124	20,820
In-kind supplies & services	20,000	25,613	39,222
Amortization	315,500	377,743	309,545
Extraordinary item	-	-	292,742
Other	-	-	45
	\$ 9,074,733	\$ 6,745,434	\$ 6,924,624
Internal recoveries included in revenues	808,051	776,376	655,160
Total Expenses	\$ 9,882,784	\$ 7,521,810	\$ 7,579,784

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

7. Budget Amounts:

The 2021 budget amounts that were approved on April 8, 2021, were not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Board Standards). The budget included capital items such as infrastructure replacements and estimated costs for constructed assets, as project expenses, but the actual expenses have been removed in the Statement of Operations. The revenues attributable to these items continue to be included in the Statement of Operations, resulting in a significant positive variance for the surplus reported for the year. The following analysis is provided to assist readers in their understanding of differences between the approved budget and the audited financial statements:

	Budget (BD 07/21)	Actual
Budgeted Deficit	\$ (346,500)	
Capital items included as operating expenses	700,000	
Adjusted/Actual Net Surplus	353,500	654,877
Gain on Sale of Vehicles	-	(22,500)
Capitalized items	(700,000)	(805,973)
	(346,500)	(173,596)
Acquisition of fleet & equipment	(88,000)	(93,246)
Net transfers from reserves (Schedule 5)	490,000	386,500
	55,500	119,658
Amortization	315,500	377,743
	371,000	497,401
Net transfers to reserves (Schedule 5)	(371,000)	(416,353)
Increase in Operating Surplus	\$ -	\$ 81,048

8. Credit Facility

The Authority maintains an operating line facility with the Canadian Imperial Bank of Commerce which bears interest at prime less .25% and is due on demand. As of December 31, 2021 no balance (2020 - \$0) was payable under this facility.

9. Commitments

On May 4, 2001 the Authority entered into a 30 year property management agreement, with the Province of Ontario (Ministry of Natural Resources), to manage the property known as Holiday Beach Conservation Area. The agreement can be terminated at any time, if notice is served at least 120 days in advance of the termination date.

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

10. Related Entity

Essex Region Conservation Foundation

Essex Region Conservation Authority ("ERCA") has an economic interest in the Essex Region Conservation Foundation ("Foundation"). The Foundation was established for the purpose of raising funds and disbursing grants to ERCA and other organizations, which are working towards a shared vision of environmental sustainability.

The Foundation was incorporated under the laws of Ontario without share capital or benefit for its members and is therefore exempt from income taxes. The income generated by the Foundation is distributed to ERCA and other qualifying donees as the funds are requested and approved. The accounting policy followed in reporting the Foundation is note disclosure.

The transactions with the Foundation include \$460,780 (2020 - \$544,276) recorded as revenue. All amounts have been measured at the exchange amount.

The assets, liabilities, results of operations and cash flow for the Foundation for the years ended December 31 are as follows:

	2021	2020
Financial position:		
Total assets	\$ 739,956	\$ 619,691
Total liabilities	\$ 255,942	\$ 247,065
Net assets	484,014	372,626
	\$ 739,956	\$ 619,691
Results of operations:		
Total revenue	\$ 620,633	\$ 331,261
Total expenses (including grants)	509,246	691,979
Surplus/(Deficiency) of income over expenditures for the year	\$ 111,388	\$ (360,718)
Cash flows:		
Operating	\$ 547,788	\$ 287,811
Investing	1,097	8,916
Distributions	(494,326)	(572,992)

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

11. Comparative Figures

Certain comparative figures have been reclassified to conform to the current year's presentation.

12. Extraordinary Item

On 27 August, 2020, The Essex Region Conservation Authority became aware that it was a victim of a social engineering scheme, which resulted in a financial loss of \$292,742. The Authority maintains coverage for losses and related expenses, resulting from cyber crime and social engineering incidents, and continues to be actively engaged with its insurers regarding this claim. No accrual has been made for proceeds of insurance at this time.

13. COVID-19 Operating Implications

On March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic and on March 17, 2020, the Province of Ontario declared a state of emergency. As a result of directives and restrictions that remained in place throughout 2021, and to minimize risks to staff, board members and volunteers, ERCA maintained certain changed elements of its operations, but continued to deliver essential services with little to no impact on service delivery or revenues. Several non-essential activities continued to be delivered in a virtual format while other non-essential activities proceeded when permitted under the Province of Ontario's legislation, pertaining to COVID-19 restrictions.

The Authority continued to enact a mandatory work from home requirement, when it was practical, achievable and did not result in a disruption of essential services. A very small number of staff positions remained on permanent layoff or subject to hours reductions and those actions were undertaken in accordance with the terms of the collective agreement, as applicable to the affected staff members.

Any financial or operating implications of public health measures and restrictions, were largely anticipated in the 2021 Budget and while several operating units experienced unanticipated increases/decreases in revenues, as compared to budget, the financial implications were overall immaterial to the financial results of the Authority.

Essex Region Conservation Authority
Notes to the Financial Statements
for the year ended December 31

14. Conservation Authorities Act Legislative Framework

On December 8, 2020, Bill 229, the Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020, which made changes to the Conservation Authorities Act and the Planning Act, received Royal Assent. The government is proposing to proclaim un-proclaimed provisions in the Conservation Authorities Act (stemming from amendments made in 2017, 2019, and 2020) through a staged process. This will enable accommodation of a staggered rollout of regulations (in two phases) and policies that are to be consulted on and developed in the future. The first of these proclamations occurred on February 2, 2021 and included provisions related to conservation authority governance as well as items related to housekeeping amendments, government requirements and the Minister's powers. Between May and August 2021, the Ministry of the Environment, Conservation and Parks consulted on Phase 1 of the Regulatory Proposals under the Conservation Authorities Act and these regulations were finalized on October 7, 2021.

The new regulations specific to provision programs and services are as follows:

- O. Reg. 686/21 Mandatory Programs and Services;
- O. Reg. 687/21 Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act; and

While the future financial impact on the Authority's operations is unknown and cannot be quantified at this time, the changes to the legislative framework have widespread implications for the Authority's operations. The Authority delivers a significant array of programs and services, which are now identified as non-mandatory and are primarily related to land securement, discretionary water quality programs, education and cultural heritage/museum operations. The Authority is actively engaged in complying with the components and timelines of the *Transition Plan*, in accordance with Regulation 687/21, and expects to engage its governing municipalities in consultation, regarding the suite of non-mandatory services and funding agreements during 2022.

Essex Region Conservation Authority
Schedules to Statement of Operations
For the year ended December 31

(note 7)

2021

2021

2020

Budget

Actual

Actual

Schedule 1- Watershed Management Services

Regulations, Compliance & Development Services

Wages, benefits & professional development	\$ 661,000	\$ 674,228	\$ 629,259
Supplies, insurance, corporate services	163,150	171,014	142,706
Legal fees & consulting	10,000	-	18,466
Travel, vehicle charges	20,500	14,343	14,280
	854,650	859,585	804,711

Municipal Planning Supports (Hazards & Natural Heritage)

Wages, benefits & professional development	160,500	220,424	219,749
Supplies, insurance, corporate services	30,050	41,931	39,687
	190,550	262,355	259,436

Provincial Section 39 Flood & Erosion Program

Wages, benefits & professional development	156,500	153,031	159,209
Computers, data, & telecommunications	35,500	39,731	34,222
Supplies, insurance, corporate services	50,680	43,927	41,604
Vehicle charges	6,000	3,982	4,600
	248,680	240,671	239,635

Technical Studies, Assessments & Modelling

Wages, benefits & professional development	75,000	58,454	90,776
Supplies & overhead	19,150	12,392	16,506
	94,150	70,846	107,282

Municipal Infrastructure Projects & Studies (WECl, Hazards Mapping)

Consulting	384,750	144,685	58,027
Construction, materials & equipment	96,000	37,918	-
Wages, supplies, travel & allocated overhead	29,950	24,995	4,848
	510,700	207,597	62,875

Regional Climate Change Term Projects

Wages, benefits & professional development	86,500	79,361	109,206
Consulting & technical services	87,000	19,754	194,401
Supplies, insurance & shared services allocation	14,600	15,091	21,624
Vehicle & travel	-	-	2,400
	188,100	114,206	327,630

\$ 2,086,830 \$ 1,755,260 \$ 1,801,569

Essex Region Conservation Authority
Schedules to Statement of Operations
For the year ended December 31

(note 7)

	2021	2021	2020
	Budget	Actual	Actual

Schedule 2 - Conservation Services

Conservation Areas, Land Protection & Restoration

Program Planning, Management & Development

Wages, benefits & professional development	\$ 175,000	\$ 124,238	\$ 77,250
Supplies, insurance & shared services allocation	27,215	23,586	13,828
Travel & vehicle	2,000	-	1,000
	204,215	147,823	92,078

Land Acquisition

Wages, benefits & professional development	17,000	14,686	21,920
Supplies, insurance & shared services allocation	5,000	4,617	7,378
Surveys, appraisals, consulting, legal	25,000	20,002	27,373
	47,000	39,305	56,671

Tree Planting and Habitat Restoration

Wages, benefits & professional development	281,500	332,008	228,458
Plants, contracted construction, engineering & technical resources	2,109,571	690,497	1,108,335
Supplies, insurance & shared services allocation	120,754	140,345	77,209
Vehicle & field equipment usage	50,650	56,808	17,580
Landowner contributions (donated services)	-	14,478	5,033
	2,562,475	1,234,136	1,436,614

Conservation Areas Maintenance

Wages, benefits & professional development	317,500	264,240	268,457
Utilities, taxes, insurance & corporate allocation	208,840	199,257	190,183
Vehicle & field equipment charges	75,500	58,288	91,365
Maintenance supplies	46,660	48,449	41,037
Construction & capital items	44,976	87,964	28,787
Plant material and removal	16,300	1,909	4,330
	709,776	660,108	624,160

John R Park Homestead Conservation Area

Revenues

Admissions, sales & program fees	68,202	16,485	28,398
Municipal levies	187,065	187,065	116,922
Government grants	23,688	38,909	61,641
Other grants & donations	1,348	1,348	290
Net transfers to reserves	-	(10,000)	(12,000)
	280,303	233,807	195,251

Expenses

Wages, benefits & professional development	173,000	168,331	135,415
Utilities, taxes, insurance & corporate allocation	55,000	49,592	29,831
Supplies and maintenance - office, site & curatorial	36,303	22,931	14,388
Cost of goods sold	9,000	2,565	6,129
Capital replacement and repairs	7,000	6,978	8,891
	280,303	250,396	194,655

Essex Region Conservation Authority
Schedules to Statement of Operations
For the year ended December 31

	(note 7) 2021	2021	2020
	Budget	Actual	Actual
Schedule 2 - Conservation Services (Continued)			
Holiday Beach Conservation Area			
Revenues			
Admissions, events & camping fees	211,300	283,538	165,982
Municipal levies	27,000	-	50,602
Property/land rental	40,500	41,338	37,719
	278,800	324,876	254,303
Expenses			
Wages, benefits & professional development	133,250	162,625	127,721
Site, capital & major maintenance	22,250	8,104	23,067
Utilities, taxes, insurance & corporate allocation	64,700	73,988	53,667
Supplies - office, network, events, janitorial	39,778	55,835	31,087
Vehicle & field equipment usage	16,322	23,535	13,791
Sub contracting & consulting	2,500	999	1,151
	278,800	325,086	250,485
Conservation Areas/Trails Infrastructure Investment (Non-capitalized)			
Contract construction, materials, consulting & technical resources	675,500	83,391	163,560
Wages, benefits & professional development	15,000	5,563	13,986
Insurance, legal & corporate allocation	9,500	18,880	27,741
Vehicle & field equipment charges	-	395	4,980
	700,000	108,229	210,267
Fleet & Field/Shop Equipment			
Maintenance, repairs, rentals & non-capital replacements	60,000	74,347	71,759
Fuel	33,400	36,707	28,169
Insurance & licences	16,600	20,058	11,632
	110,000	131,111	111,560
Science & Research			
Drinking Water Source Protection			
Wages, benefits & professional development	80,000	77,603	68,824
Supplies, advertising, insurance & shared services allocation	12,000	13,674	11,061
Committee member per diems	3,000	4,245	3,310
Travel	-	-	302
	95,000	95,522	83,497
Water Quality Programs (Sampling, Demo Farm & Landowner Stewardship Incentives)			
Wages, benefits & professional development	79,500	7,636	60,915
Supplies, insurance & shared services allocation	37,050	12,720	28,379
Lab/technical services, speciality equipment & software	12,800	16,936	14,601
Plant material, construction & landowner subsidies	45,000	14,244	41,708
Vehicle & field equipment charges	8,000	6,573	6,320
	182,350	58,108	151,923

Essex Region Conservation Authority
Schedules to Statement of Operations
For the year ended December 31

	(note 7) 2021	2021	2020
	Budget	Actual	Actual
Schedule 2 - Conservation Services (Continued)			
Water Quality Term Projects (Externally Funded)			
Wages, benefits & professional development	373,795	474,034	346,244
Supplies, insurance & shared services allocation	119,735	126,336	128,749
Lab/technical services, speciality equipment & software	77,305	38,788	39,118
Plant material, construction & landowner subsidies	124,000	161,261	88,276
Vehicle & field equipment charges	10,150	17,357	10,594
	704,985	817,776	612,982
Municipal Risk Management Services (Part IV Clean Water Act)			
Wages, benefits & professional development	10,000	19,889	47,803
Supplies, mileage, insurance & shared services allocation	2,000	5,545	12,255
	12,000	25,434	60,058
	\$ 5,886,904	\$ 3,893,034	\$ 3,884,950

Schedule 3 - Communications & Outreach

Corporate Communications, Outreach & Engagement			
Wages, benefits & professional development	\$ 234,000	\$ 195,223	\$ 229,286
Supplies, consulting, insurance & shared services allocation	32,650	26,254	24,978
Travel, vehicle & equipment	3,650	1,024	2,543
	270,300	222,501	256,807
Outdoor & Conservation Education			
Wages, benefits & professional development	55,000	59,863	36,775
Supplies, insurance & shared services allocation	13,170	11,398	5,409
Travel, vehicle & equipment	830	252	124
	69,000	71,513	42,308
Community Events & Special Grant Projects			
Wages, benefits & professional development	17,000	25,210	169
Plant materials, event supplies & technical/consulting resources	50,500	23,340	317
	67,500	48,551	486
	\$ 406,800	\$ 342,565	\$ 299,602

Essex Region Conservation Authority
Schedules to Statement of Operations
For the year ended December 31

	(note 7) 2021	2021	2020
	Budget	Actual	Actual
Schedule 4 - Corporate Services			
Administration, Finance, HR & IT/(G)IS			
Wages, benefits & professional development	\$ 784,000	\$ 771,624	\$ 604,517
Occupancy	133,000	135,756	128,526
Professional fees - audit, legal & consulting	54,900	45,786	72,746
Dues & memberships	43,500	43,068	45,142
Office equipment, computers/network & phone	45,600	45,464	31,163
Supplies & miscellaneous	14,750	9,446	24,565
Board meetings & per diems	16,000	15,000	18,177
Travel (Staff & members)	4,500	710	752
Retiree benefits	16,000	19,842	12,125
Insurance (D&O, main office)	4,000	6,962	5,028
	1,116,250	1,093,658	942,740
Special Projects (Records, Data, HR)			
Software/Hardware	25,000	-	-
Supports to Essex Region Conservation Foundation			
Wages, benefits & professional development	45,500	59,550	48,636
<i>Support grant received of \$40,000</i>			
	\$ 1,186,750	\$ 1,153,208	\$ 991,376
	\$ 9,567,284	\$ 7,144,067	\$ 6,977,497

Essex Region Conservation Authority
Schedule 5 - Continuity of Reserves

	Actual Balance at December 31, 2020	Budgeted Transfers to Reserves	Actual Transfers to Reserves	Budgeted Transfers from Reserves	Actual Transfers from Reserves	Actual Balance at December 31, 2021
Canard River Low Flow	\$ 20,319	\$ -	\$ -	\$ -	\$ -	\$ 20,319
Canard River Maintenance	27,538	-	-	-	-	27,538
Tree Replacement	90,000	-	-	-	-	90,000
Building/Suite	228,000	-	-	-	-	228,000
Infrastructure & Major Maintenance	207,698	300,000	315,000	425,000	386,500	136,198
Revenue Stabilization	148,342	-	-	-	-	148,342
Project Grant Matching	100,000	-	-	-	-	100,000
Office Equipment, Computers & Network	46,508	-	-	40,000	-	46,508
Vehicle & Equipment Replacement	164,287	-	-	25,000	-	164,287
Legal & Insurance Claims	50,000	-	-	-	-	50,000
General/Administration/Human Resources	35,332	64,000	69,353	-	-	104,685
Historic Properties	73,374	7,000	32,000	-	-	105,374
	\$ 1,191,398	\$ 371,000	\$ 416,353	\$ 490,000	\$ 386,500	\$ 1,221,251



THE CORPORATION OF THE CITY OF WINDSOR
PLANNING AND BUILDING DEPARTMENT
PLANNING DIVISION

Thom Hunt, MCIP, RPP
City Planner/Executive Director

MEMORANDUM

DATE: August 8, 2022
TO: City Clerk
FROM: Manager of Urban Design
RE: Recent Site Plan Control Applications

The following is a list of recent Site Plan Control (SPC) applications that have been received by the Planning Division. Administration will review and approve the site plan application once the development meets the applicable municipal policies, standards and regulations.

Applicant: Blueprint2build (Chris Hatfield)
Location: 4730 Walker
Ward: Ward 9
File No: SPC-2022-10
Contact: Brian Velocci
Deemed Complete: June 29, 2022
Project Description: Commercial unit with drive-thru restaurant/store/gas bar/car wash.

Applicant: Alberici Constructors Ltd (Brian Conklin)
Location: O E C Row & Banwell
Ward: Ward 9
File No: SPC-2022-11
Contact: Jason Campigotto
Deemed Complete: July 5, 2022
Project Description: Manufacturing facility for Lithium-Ion electrolytic cells and cell modules.

Applicant: D.C. McCloskey Engineering Ltd. (Mark McCloskey)
Location: 1885 Provincial
Ward: Ward 9
File No: SPC-2022-12
Contact: Jason Campigotto
Deemed Complete: July 12, 2022
Project Description: Addition of pre-engineered steel building

Applicant: Gary's Railing and Fencing (Arman Celik)
Location: 0 Cantelon @ Kew/Lauzon Pkwy
Ward: Ward 8
File No: SPC-2022-14
Contact: Brian Velocci
Deemed Complete: July 18, 2022
Project Description: New Industrial Building

Applicant: Corporation of the City of Windsor - Darron Ahlstedt
Location: 397 Erie E
Ward: Ward 3
File No: SPC-2022-15
Contact: Jason Campigotto
Deemed Complete: July 18, 2022
Project Description: 16 Stall Parking Lot - Wigle Park

Applicant: Lukasz Troczynski
Location: 3236 Peter
Ward: Ward 2
File No: SPC-2022-16
Contact: Brian Velocci
Deemed Complete: July 20, 2022
Project Description: New Duplex Dwelling

Applicant: Rosati Construction Inc. (Denis Gauthier)
Location: 3235 Banwell
Ward: Ward 7
File No: AMT-2022-3
Contact: Brian Velocci
Deemed Complete: July 27, 2022
Project Description: Alternative Commercial Building Orientation

Enclosures:

(X) 1 copy of Map



Neil Robertson, MCIP, RPP
Manager of Urban Design

NR/jc
Enclosures

Recent Site Plan Control Applications

● Recent Application

▬ City Boundary

— Ward Boundary

— Major Road

File No: SPC-2022-16
Address: 3236 Peter Street

File No: SPC-2022-15
Address: 397 Erie Street East

File No: SPC-2022-14
Address: 0 Cantelon Drive

File No: AMT-2022-3
Address: 3235 Banwell Road

File No: SPC-2022-11
Address: 0 EC Row Avenue & 0 Banwell Road

File No: SPC-2022-12
Address: 1885 Provincial Road

File No: SPC-2022-10
Address: 4730 Walker Road

Item No. 7.1.6.

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority in the afternoon of Thursday, August 18, 2022 at the following location and in the order stated below. LOCATION: Room 204 Electronic Participation - Zoom Format

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	3739080060003000000	B-048/22 TO B-059/22	SOUTH WINDSOR PROPERTIES INC TRUSTEE	0 ROSELAND CRES S (VACANT LOTS NEXT SOUTH OF 3950 DOUGALL AVE)	CONSENT: Create 4 new Lots CONSENT: Create 8 Lot additions <i>*deferred from July 2022)</i>	
2	3:30 PM	3739070370093000000	A-057/22	2644008 ONTARIO LTD	2318 WESTCOTT RD	RELIEF: Accommodating two proposed new single unit dwellings with reduced minimum lot width and lot area.	
3	3:30 PM	3739070370093000000	B-061/22	2644008 ONTARIO LTD	2318 WESTCOTT RD	CONSENT: To create a new Lot.	
4	3:30 PM	3739070050111000000	A-058/22	1635609 ONTARIO LIMITED	2780 HOWARD AVE	RELIEF: Relief for erection of a 3- Dimensional Electronic Billboard Sign with reduced distance to rear yards of a residential district, and distances from a controlled intersection.	
5	3:30 PM	3739080320118190000	A-059/22	JEFFERY ALLSOP, LYNN ALLSOP	1010 BEALS ST W	RELIEF: Construction of an addition with reduced minimum front yard depth	
6	3:30 PM	3739080033030000000	B-062/22	MANGIA'S INC	300 CABANA RD E	CONSENT: Creation of an Easement for access	
7	3:30 PM	3739070010189000000	A-060/22	LEO NOVAKOVIC	653-655 HILDEGARDE ST	RELIEF: Severance of existing semi- detached dwelling, with reduced minimum rear yard door distance to common wall	
8	3:30 PM	3739070010189000000	B-063/22	LEO NOVAKOVIC	653-655 HILDEGARDE ST	CONSENT: Create a new Lot	
9	3:30 PM	3739080270050000000	B-064/22	12813131 CANADA INC.	730 CABANA RD W	CONSENT: Create a new Lot	

10	3:30 PM	3739080820069250000	A-061/22	TINA CAMPEAU	5458 MALDEN RD	RELIEF: Creation of a new accessory building exceeding the maximum rear wall setback	
11	3:30 PM	3739070370032000000	A-062/22	DBS-HEARN INC	2570 CENTRAL AVE	RELIEF: Addition to existing manufacturing facility with reduced minimum landscaped open space yard	

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below.

Note: To access the Agenda Record and Comments for the upcoming meeting, as well as the Minutes from the previous meeting, please visit our website at: www.citywindsor.ca . Choose the Residents tab, then select Planning and click on Committee of Adjustment.

From: Webb, Kevin <KWebb@citywindsor.ca>
Sent: August 4, 2022 10:35 AM
To: 'thomas.odwyer.rsc@ctsoil.com' <thomas.odwyer.rsc@ctsoil.com>; 'Paige Sarafin' <psarafin@ctsoil.com>
Cc: clerks <clerks@citywindsor.ca>
Subject: FW: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

Morning Tom,

I have attached the original email that gave my approval from May 2022. I hope that this response is what you are looking for.

Thanks

From: Thomas O'Dwyer P.Eng.,QP.RSC <thomas.odwyer.rsc@ctsoil.com>
Sent: August 3, 2022 2:09 PM
To: Webb, Kevin <KWebb@citywindsor.ca>
Cc: Paige Sarafin <psarafin@ctsoil.com>
Subject: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kevin,

I previously reached out in May 2022, however there have been a few changes. This email is to give you notice that form Enwin substation #69 (BLK A PL 1614 SANDWICH WEST; LT 357 PL 1361 SANDWICH WEST; WINDSOR PROPERTY), is being filed for a record of site condition (RSC), currently known as Avon Park the land use will go from industrial to parkland.

The 2011 Table 3: Full Depth Generic Site Condition Standards in a Non-Potable Ground Water Condition in a Non-Potable Ground Water Condition Residential/Parkland/Institutional Property Use for medium to fine textured soil as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) has been applied in assessing the soil and ground water quality at the RSC Property.

We are filing a record of site condition for the site and have used the above noted Table 3 RPI standards. The site was formerly industrial and has been undeveloped/vacant and decommissioned for some time. The intended land use is park land once approved by the MOECP for parkland use.

Please respond back acknowledging that the city approves this.

Tom O'Dwyer, P.Eng., P.E.
Consulting Engineer

Soil & Materials Engineering Inc.

2000 Legacy Park Dr.
Windsor, Ontario, N8W 5S6
ph: (519) 966-8863 fx: (519) 966-8870
or

C.T. Soil & Materials Engineering Inc.
1429 Washington Blvd, Suite 301
Detroit, Michigan, 48226
ph: (519) 966-8863 fx: (519) 966-8870

4500 Blakie Road, Unit 127
London, Ontario N6L 1G5
ph. (519) 203-8863 fx: (519) 966-8870

<http://www.ctsoil.com>

email: todwyer@ctsoil.com

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From: [Webb, Kevin](#)
To: ["Paige Sarafin"; Tom O'Dwyer](#)
Cc: [clerks](#)
Subject: FW: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)
Date: May 3, 2022 9:15:22 AM
Attachments: [8.5x11 Landscape.pdf](#)
[8.5x11 Landscape \(1\).pdf](#)

Good morning Paige,

Further to your review of the subject property (O Lennon Court., Windsor, Ontario) , and from our own research on our EIS System, and in consideration that the property has access to the Windsor Utilities Commission potable water distribution system, the City of Windsor has no objection to the application of non-potable ground water Site Condition Standards for a Record of Site Condition at the property identified as (O Lennon Court., Windsor, Ontario).

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control
4155 Ojibway Parkway | Windsor ON | N9C 4A5
Office: 519 253 7217 ext 3330
Cell: 519 791 7844
kwebb@citywindsor.ca

www.citywindsor.ca

From: Paige Sarafin <psarafin@ctsoil.com>
Sent: Tuesday, May 3, 2022 8:43 AM
To: Webb, Kevin <KWebb@citywindsor.ca>; Tom O'Dwyer <todwyer@ctsoil.com>
Subject: RE: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kevin,

See attached, there is no municipal address.

Thanks,

Paige Sarafin, MSc., EPt
Environmental Specialist

Soil & Materials Engineering Inc.
2000 Legacy Park Dr.
Windsor, Ontario, N8W 5S6
ph: (519) 966-8863 fx: (519) 966-8870

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 Please consider the environment before printing this email

From: Webb, Kevin <KWebb@citywindsor.ca>
Sent: May 3, 2022 8:16 AM
To: Paige Sarafin <psarafin@ctsoil.com>; Tom O'Dwyer <todwyer@ctsoil.com>
Subject: FW: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

Good morning,

I received this request yesterday. Can you please provide an exact address for this location?

Thanks

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control
4155 Ojibway Parkway | Windsor ON | N9C 4A5
Office: 519 253 7217 ext 3330
Cell: 519 791 7844
kwebb@citywindsor.ca

www.citywindsor.ca

From: Ciacelli, Anna <aciacelli@citywindsor.ca>
Sent: Monday, May 2, 2022 2:25 PM
To: Webb, Kevin <KWebb@citywindsor.ca>
Subject: FW: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

Here's another one.

Thanks,
Anna

From: clerks <clerks@citywindsor.ca>

Sent: Monday, May 02, 2022 2:01 PM

To: Ciacelli, Anna <aciacelli@citywindsor.ca>

Subject: FW: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

From: Thomas O'Dwyer P.Eng.,QP.RSC <thomas.odwyer.rsc@ctsoil.com>

Sent: May 2, 2022 12:59 PM

To: clerks <clerks@citywindsor.ca>

Cc: Paige Sarafin <psarafin@ctsoil.com>; Tom O'Dwyer <todwyer@ctsoil.com>

Subject: Avon Park - RSC - Non potable groundwater conditions notification (job #18E049)

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Good Morning,

This email is to give you notice that form Enwin substation #69 (BLK A PL 1614 SANDWICH WEST; LT 357 PL 1361 SANDWICH WEST; WINDSOR PROPERTY), is being filed for a record of site condition (RSC), currently known as Avon Park the land use will go from industrial to parkland.

The 2011 Table 9: Generic Site Condition Standards for Use within 30 m of a Water Body in a Non-Potable Ground Water Condition Residential/Parkland/Institutional/Industrial/Commercial/Community Property Use as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) has been applied in assessing the soil and ground water quality at the RSC Property.

We are filing a record of site condition for the site and have used the above noted Table 9 standards. The site was formerly industrial and has been undeveloped/vacant and decommissioned for some time. The intended land use is park land once approved by the MOECP for parkland use.

Please respond back acknowledging that the city approves this.

Tom O'Dwyer, P.Eng., P.E.

Consulting Engineer

Soil & Materials Engineering Inc.

2000 Legacy Park Dr.

4500 Blakie Road, Unit 127

Windsor, Ontario, N8W 5S6

London, Ontario N6L 1G5

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email: todwyer@ctsoil.com

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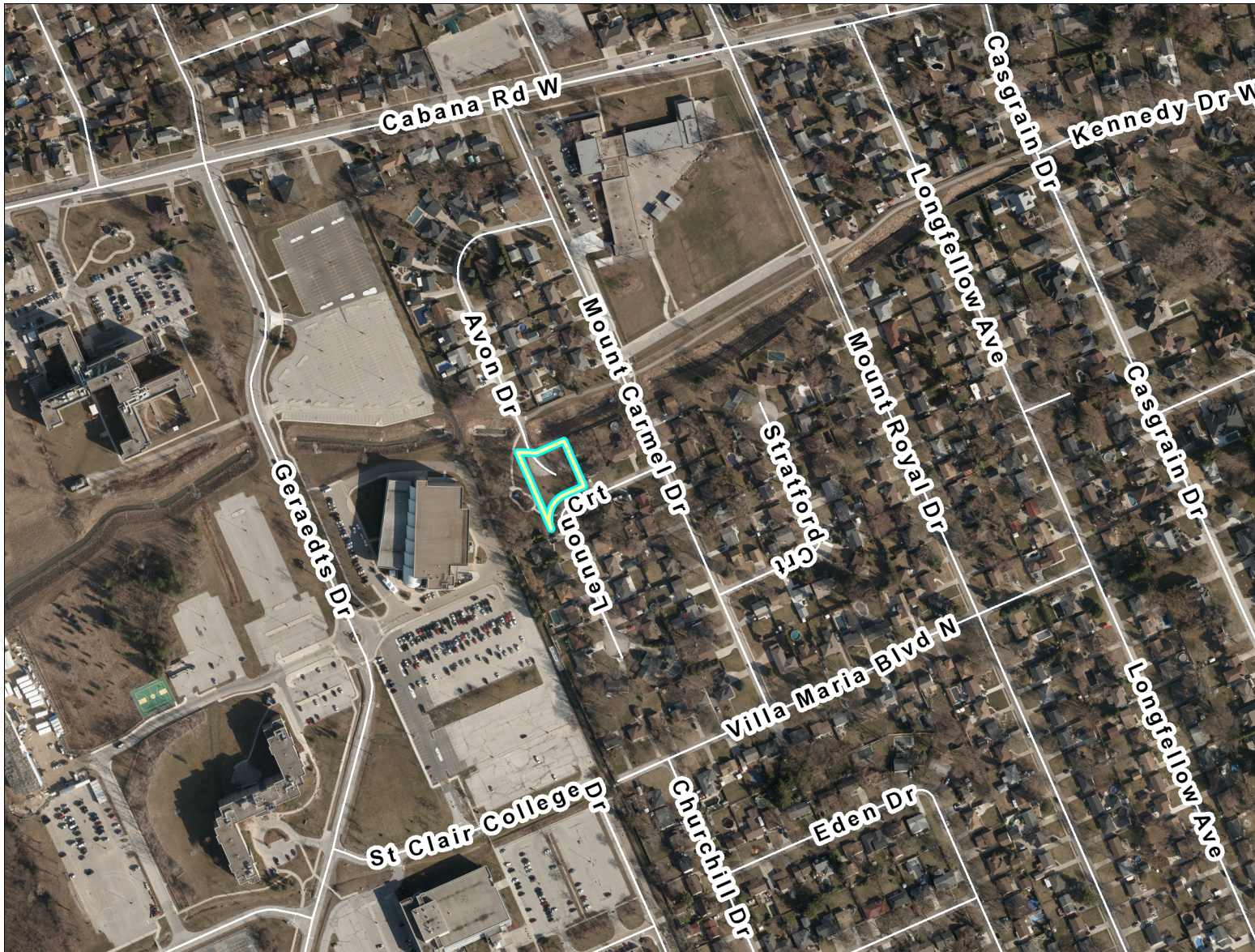
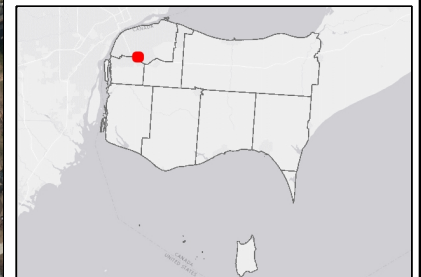


Essex Region
Conservation
Authority

Public Interactive Mapping

Legend

Location



ERCA
Geomatics

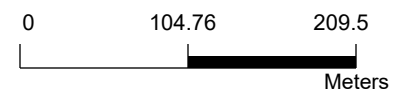
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Notes



1: 4,714



5/3/2022

ERCA Public Internet Mapping



Essex Region
Conservation
Authority

Public Interactive Mapping

Legend

Location



ERCA
Geomatics

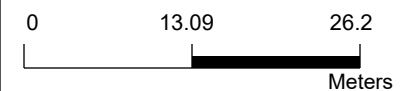
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Notes



1: 589



5/3/2022

2285 Howard Ave.,
Windsor, ON N8X 3V2
Dated: August 4, 2022

The Honorable Rino Bortolin
Council, Ward 3
350 City Hall Square W,
Windsor, ON N9A 6S1

Dear Bortolin,

I am writing to ask you to introduce a bill to outlaw protests near places such as medical clinics, hospitals, schools, daycares, covid-19 vaccination sites and testing centres. A similar bill has been passed by Quebec government which makes it illegal to protest within 50 meters of these places.

The bill will make perfect sense as yesterday, August 3rd, 2022, around 50 plus anti vaccine demonstrators descended on our medical clinic, putting stickers on clinic doors and our cars, looking in through clinic windows, harassing patients coming to visit their doctors for scheduled appointments, shouting over megaphone.

The demonstrators stay there for about 5 hours, starting 1pm. This led to extreme stress and anxiety among the clinic physicians and the staff. We are thankful to the police who helped us throughout this ordeal and accompany us to our home in the evening. They stay at the clinic till all the staff were safely gone.

This bill will help parents, who are willing to give covid-19 vaccine to their children, visit their family doctor or vaccine clinics without being harassed or stopped by the demonstrators. The demonstrations like these discourage physicians to organize vaccine clinic.

Thank you so much for your help.

Sincerely,
Dr Huma Kazmie
Dr Erica Meyers
Wiquar Husain,
Ph: (519)991-0046
2285 Howard Ave.,
Windsor, ON N8X 3V2



Council Report: C 141/2022

Subject: UV Module Replacement for the UV disinfection system at the Lou Romano Water Reclamation Plant(LRWRP)-City Wide

Reference:

Date to Council: August 8, 2022
Author: Alby Rose
Pollution Control Project Engineer
519-253-7111 ext 3275
arose@citywindsor.ca

Pollution Control
Report Date: 7/25/2022
Clerk's File #: SW/14451

To: Mayor and Members of City Council

Recommendation:

- I. THAT the Council **APPROVE** the Purchase of UV Disinfection Module Replacements required for the Lou Romano Water Reclamation Plant (LRWRP); and,
- II. THAT the Purchasing Manager **BE AUTHORIZED** to issue a Purchase Order to Trojan Technologies Group for the Provision of the UV Disinfection Module Replacements to the amount of \$ 221,629.40 plus HST, satisfactory in financial content to the Commissioner of Corporate Services/CFO & City Treasurer and in technical content to the Commissioner of Infrastructure Services; and,
- III. THAT Council **APPROVE** a transfer of \$119,808.14 from the Little River Pollution Control (LRPCP) Sluice Gate refurbishment project (ID 7219006) to the LRWRP UV Module Replacement project (ID 7189007).

Trojan Technologies Group

3020 Gore Road
London, Ontario, Canada, N5V 4T7
T- 519-457-3400
F-519-457-3030
Quotation Number-128203 (Appendix 1)
Amount: \$221,629.40 CDN (Excluding HST)

Executive Summary:

N/A

Background:

The Lou Romano Water Reclamation Plant provides sewage treatment for the west side of the city (west of Pillette Road) as well as LaSalle. Ultraviolet (UV) disinfection is a key process in LRWRP wastewater treatment which eradicates the proliferation of pathogens and hence the spread of water-borne disease in plant effluent waters. The UV disinfection system located in the UV building treats three flow channels, each channel comprised of 2 banks of disinfection lamps. Each bank in this system contains 31 modules, each UV module containing 8 lamps. To maintain the plant's performance, all mechanical, electrical, and other components of the UV disinfection system are regularly inspected and maintained. In the process, UV module replacement was recommended for the existing system to maintain its pathogen "kill" efficiency and maintain compliance with the Ministry of Environment Conservation and Parks regulations granted to the LRWRP for operation.

Discussion:

UV module replacement parts with Original Equipment Manufacturer (OEM) is vital. The Contract is to be awarded under the Sole Source procurement process to Trojan Technologies Group as they are the OEM and sole source for UV Module Replacement Parts for the Trojan 3000 UV Plus disinfection system in the Province of Ontario.

Risk Analysis:

The Ministry of Environment Conservation and Parks (MECP) has issued our ECA (Environmental Compliance Approval) certificate requiring the City to adhere to strict effluent quality standards. Non-compliance for an extended period of time would subject the Corporation to very large fines from the MECP and possible legal action from the Public due to river contamination and exposure to health hazards.

Climate Change Risks**Climate Change Mitigation:**

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Pollution Control requests a transfer of the remaining funds in the LRPCP Sluice Gate project 7219006, \$119,808.14, to 7189007 UV Module Replacement. Project 7189007 has \$148,981.51 in available funding. Without the fund transfer, this expenditure for \$221,629.40 (plus HST) would put the project in deficit. There will be sufficient funds for this purchase with the approved transfer, plus some contingency funding to address any additional charges that may arise. The purchase should be charged to 007-2220-5433-

10358-7189007. Pollution Control Administration will consider future funding replenishment for project 7219006 in the 2023 Budget.

Consultations:

Mark DiPasquale, Financial Planning Administrator

Conclusion:

That Council approve the contract of Trojan Technologies Group for the UV Module Replacement for the amount \$221,629.40 (excluding HST), and the transfer of \$119,808.14 in additional funds from Project ID 7219006 for the Sluice Gates at the LRPCP to Project ID 7189007 for the UV Module Replacement that are required for maintaining the Trojan 3000 UV Plus Disinfection system at the Lou Romano Water Reclamation Plant.

Planning Act Matters:

N/A

Approvals:

Name	Title
Ed Valdez	Manager, Process Engineering & Maintenance
Mark DiPasquale	Financial Planning Administrator
Michael Dennis	Manager, Capital Budget & Reserves
Alex Vucinic	Manager of Purchasing
France Tunks for Christopher Nepszy	Commissioner of Infrastructure Services
Joe Mancina	Commissioner of Corporate Services CFO/City Treasurer
Onorio Colucci	Acting Chief Administrative Officer

Notifications:

Name	Address	Email
Trojan Technologies Group Attn: Jennifer Golinski	3020 Gore Road London, Ontario, Canada, N5V 4T7	easterncan@trojanuv.com

Appendices:

- 1 Quote-Trojan Technologies group
- 2 Sole Source

A division of Trojan Technologies Group ULC
 3020 GORE ROAD
 LONDON, ONTARIO, CANADA N5V 4T7
 T 519.457.3400 F 519.457.3030 www.trojanuv.com

Original

QUOTE FOR: THE OFFICE OF THE CFO AND CITY TRE-
 ASURER
 350 CITY HALL SQUARE WEST
 SUITE 410
 WINDSOR, ON
 N9A 6S1

SHIP TO: THE CORPORATION OF THE CITY
 OF WINDSOR
 4155 OJIBWAY PARKWAY
 WINDSOR, ON
 N9C 4A5

FOR CUSTOMER SERVICE, CONTACT **JENNIFER GOLINSKI**
 VOICE - 1-800-291-0218
 FAX - 1-800-291-0083
 EMAIL - easterncan@trojanuv.com

FORWARD AGENT:
CUSTOMER #: 090062
QUOTE #: 128203
QUOTE DATE: 06-03-2022
REFERENCE: PJ 511043
LOB: W97 AFTERMARKET PARTS

We thank you for your inquiry.

QTY	UNIT	ITEM	PRICE	UNIT	AMOUNT
FREIGHT EXTRA					
ATTN: KEVIN CABANA (519) 566-4644					
540.00	EA	316136	72.61	EA	39209.40
		SLEEVE, QTZ UV3+ 28x25x1950			
70.00	EA	326411	2606.00	EA	182420.00
		CYLINDER, WIPER UV3+ GEN 2			

GOODS	COSTS	TOTAL TAX	TOTAL CAD
221629.40		28811.82	250441.22

DELIVERY TERMS: NO URGENCY FOR DELIVERY

PAYMENT TERMS:

FREIGHT MAY BE ADDED TO THE TOTAL OF THIS QUOTE ONLY IF REQUESTED.

SUBJECT TO SALES TAX, WHERE APPLICABLE. Tax to be included if not tax exempt.

GST# R105405385

THIS QUOTE EXPIRES: 07-30-2022

U.S. CUSTOMERS MUST PROVIDE SHIP TO'S FEDERAL I.D. #'s

FOR SHIPPING PURPOSES UPON RECEIPT OF A FORMAL PURCHASE ORDER.

SOLD:

SHIP:

Edit Request

General Information

Status: **Purchasing Approved****Subject ***

Lou Romano Water Reclamation - UV 3000 Plus - Replacement Parts

Description of Deliverable Being Purchased *

Replacing, quartz sleeves and cylinders on both banks in a single channel on our UV 3000 plus system.

Vendor Name *

Trojan Technologies Group

Department *

Pollution Control

Department Manager *

JR Renaud, Jake



Buyer *

Musson, Jennifer

**Total Order \$ (Exclude Tax) ***

221629.40

P.O. / C.O. Number ***Order Date *****Vendor's Quote ***

 02 Quote - TROJANUV - Replacement Parts -June 17,2022.pdf (/Uploads/acf9132f-eb85-41b3-9abf-4f1cb5e3c9d0.pdf) 

A sole source is requested because: (At least one must be checked and details must be provided)

- ☐ (a) Where there is no Response to a competitive process
- ☐ (b) No Responses that conform to the essential requirements of the Bid Documents were submitted
- ☐ (c) No Suppliers satisfied the conditions for participation
- ☒ (d) If the Goods or Services can be supplied only by a particular Supplier and no reasonable or alternative or substitute Goods or Services exist for any of the following reasons:
Please select one or more sub-criteria.
- ☐ (d - i) The requirement is for a work of art
- ☐ (d - ii) The protection of patents, copyrights, or other exclusive rights
- ☐ (d - iii) Due to an absence of competition for technical reasons
- ☐ (d - iv) The supply of Goods and Services is controlled by a Supplier that is a statutory monopoly
- ☒ (d - v) To ensure compatibility with existing Goods, or to maintain specialized Goods that must be maintained by the manufacturer of those Goods or its representative

Trojan UV Plus disinfection is specialize equipment that is currently installed in the UV building and to maintain equipment warranty, original manufacture parts are required.

- ☐ (d - vi) Work is to be performed on property by a contractor according to provisions of a warranty or guarantee held in respect of the property or the original work; or
- ☐ (d - vii) Work is to be performed on a leased building or related property, or portions thereof, that may be performed only by the lessor

- ☐ (e) For additional Deliverables by the original Supplier of Goods or Services that were not included in the initial procurement, if a change of Supplier for such additional Goods or Services:
- ☐ (e - i) Cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, software, services, or installations procured under the initial procurement; and
- ☐ (e - ii) Would cause significant inconvenience or substantial duplication of costs for the City
- ☐ (f) If strictly necessary, and for reasons of urgency brought about by events unforeseeable by the City, the Goods or Services could not be obtained in time using a competitive procurement process
- ☐ (g) For Deliverables purchased on a commodity market
- ☐ (h) If the City procures a prototype or a first Good or Service that is developed in the course of, and for, a particular Contract for research, experiment, study, or original development. Original development of a first Good or Service may include limited production or supply in order to incorporate the results of field testing and to demonstrate that the Good or Service is suitable for production or supply in quantity to acceptable quality standards, but does not include quantity production or supply to establish commercial viability or to recover research and development costs
- ☐ (i) For purchases made under exceptionally advantageous conditions that only arise in the very short term in the case of unusual disposals such as those arising from liquidation, receivership, or bankruptcy, but not for routine Purchases from regular Suppliers
- ☐ (j) If a Contract is Awarded to a winner of a design contest provided that:
 - ☐ (j - i) The contest has been organized in a manner that is consistent with the principles of this By-Law; and
 - ☐ (j - ii) The participants are judged by an independent jury with a view to a design Contract being awarded to a winner
- ☐ (k) Where Deliverables are in short supply due to market conditions, including geographic limitations
- ☐ (l) To Purchase an item directly for resale
- ☐ (m) To exercise a purchase option under a rental contract

- ☐ (n) To Purchase Goods offered for sale by auction or tender, provided the CAO authorizes the submission of a bid
- ☐ (o) Where a competitive method of Purchasing could interfere with the City's ability to maintain security or order, or to protect human, animal or plant life
- ☐ (p) Where Deliverables relating to matters of a confidential or privileged nature are to be purchased and the disclosure of those matters through an open tendering process or competitive procurement process could reasonably be expected to compromise confidentiality, result in the waiver of privilege, cause economic disruption, or otherwise be contrary to the public interest

Notes



Created by: Vucinic, Alex

Created on: 6/27/2022 9:40:52 AM

Council approval is not required if you have the funding but CAO approval is required through a CAOP report pursuant to purchasing bylaw 93-2012 S. 37D

Created by: Musson, Jennifer

Created on: 6/24/2022 11:17:31 AM

COUNCIL APPROVAL REQUIRED

Transaction Log



Modified by: Vucinic, Alex

Modified on: 6/27/2022 9:40:52 AM

Status: Purchasing Approved

Modified by: Musson, Jennifer

Modified on: 6/24/2022 11:17:31 AM

Status: Buyer Approved

Modified by: Renaud, Jake
Modified on: 6/24/2022 11:13:45 AM
Status: Department Approved

Modified by: Marshall, Mark
Modified on: 6/17/2022 8:31:44 AM
Status: Submitted

☒ Please check the box to confirm the information is accurate to the best of your knowledge.

Mark as Completed

Back to List (/SoleSources)



Council Report: C 143/2022

Subject: CQ 10-2022 - Response to CQ 10-2022 - Expansion of Tennis/Pickleball Courts within the City - City Wide

Reference:

Date to Council: August 8, 2022
Author: Samantha Magalas
Executive Initiatives Coordinator
(519)253-2300 ext. 2730
smagalas@citywindsor.ca
Parks
Report Date: July 29, 2022
Clerk's File #: ACOQ2022 SR2022

To: Mayor and Members of City Council

Recommendation:

THAT the report titled Response to CQ 10-2022 – Expansion of Tennis/Pickleball Courts within the City, **BE RECEIVED FOR INFORMATION.**

Executive Summary:

N/A

Background:

At the July 11, 2022 meeting of City Council, Councillor McKenzie asked the following question:

“That Administration report back to Council with a plan to increase tennis and pickleball courts across the City consistent with the Parks and Recreation Master Plan.”

This report is in response to that question.

The “Rediscovering Our Parks” the Parks & Outdoor Recreation Master Plan (Parks Master Plan), was approved by Council on July 4th 2016. The Master Plan’s 20-year vision identified 115 recommendations. It also identified a number of trends for future planning.

As noted in the Parks Master Plan, with an aging population, active adult programs (e.g. Zumba, Tai Chi, Yoga, Cross-training), are the largest growing area of recreation. There are increasing requests to use Parks for these programs. With the baby-boomer

population retiring, there are more active seniors who are demanding an increase in alternative activities such as pickleball.

As such, the Parks Master Plan recommendation 8.09 was to “review and develop a sport court strategy for the whole city to determine appropriate locations.”

The Parks Master Plan also states that the City of Windsor has a wide variety of sports courts. The demand for tennis is demonstrating an increase in popularity in the more suburban areas while basketball is being requested more in the city centre. Jackson Park, Forest Glade Park and Central Park offer hubs for tennis in the city but there is no official concentration of other court sports. In some areas, it may be feasible to construct multi-purpose courts with opportunities for a variety of users.

In 2019, City Council approved the new Recreation Master Plan. During the creation of this plan, the consultants examined the overall sport court inventory within the City. The Master Plan’s 20-year vision identified 48 recommendations. Recommendation #19 states:

“Six new tennis courts should be developed at three existing or future parks (with two courts in each) in the following manner:

- Construct one two-court pod in the City’s west end in the neighbourhoods of Sandwich (Ward 2), South Cameron (Ward 10), or University (Ward 2). Potential parks may include Wilson Park (Adie Knox Recreation Complex), Bridgeview Park, or another location identified by City staff.
- Construct one two-court pod at a park in the Roseland neighbourhood (Wards 1 and 9), potentially at Goldenwood Park, North Talbot Park or another location identified by City staff.
- Construct one two-court pod in the Fontainebleau neighbourhood (Wards 5 and 8) at Rivard (Fontainebleau) Park or at another location identified by City staff.

Recommendation # 20 states: Formalize a sport court replacement strategy and associated funding plan for existing hard surface courts (e.g. tennis courts, pickleball courts, and basketball courts) so that the City can offer a safe and desirable playing experience in a fiscally sustainable manner. Resurfacing projects should evaluate the use of Flex Court sports tiling, or other alternative court surfaces that offer a longer warranty of 7 to 10 years, to determine if these are more cost- effective options compared to replacing the traditional and /or asphalt concrete. A sport court replacement strategy should be developed to identify and prioritize the replacement of hard surface sport courts.

Recommendation #21 states: Investigate opportunities to create multi-use courts by adding pickleball court lining to existing tennis courts. Potential locations include Garry Dugal Park, Remington Booster Park, or other locations to be determined by City staff.

All three of these recommendations were identified as “short term, medium priorities”.

Discussion:

As per recommendation #19, the Recreation Master Plan, has identified specific locations where new sport courts should be placed. Currently, there are 11 parks containing tennis courts within the City of Windsor. **Appendix A** shows the layout of where the existing courts are as well as where the suggested new courts could be located.

With the approval of the reimagined Adie Knox Herman Recreation Complex Project, phase one (1) will include the installation of two (2) new tennis/pickleball courts and one (1) new basketball court. These new courts will act to satisfy the first point of recommendation #19, which is: Construct one two-court pod in the City's west end in the neighbourhoods of Sandwich (Ward 2), South Cameron (Ward 10), or University (Ward 2). Potential parks may include Wilson Park (Adie Knox Recreation Complex), Bridgeview Park, or another location identified by City staff.

Point 2 of recommendation #19 suggests: Construct one two-court pod at a park in the Roseland neighbourhood (Wards 1 and 9), potentially at Goldenwood Park, North Talbot Park or another location identified by City staff. In addition to these two parks, Appendix B shows a chart of other parks in Wards 1 and 9 (Roseland) capable of hosting a sport court. As noted in **Appendix B**, Holburn Park would also qualify to host a sport court. All three of these parks are located within the identified area in the Recreation Master Plan and all three parks are within a 1km radius of each other. If Council wishes to proceed with installing a new tennis/pickleball court in Ward 1 or 9 (Roseland) as outlined the Master Plan, Administration would recommend Goldenwood Park should be selected for the following reasons:

- There was recently a baseball diamond removed from the park and this has not been replaced with any other park amenity.
- With the diamond removed the sports court would not compete with another park amenity.
- There is a parking lot at this location.

In addition, space is very limited at North Talbot Park making it very difficult to attempt to put in new sport courts. In both North Talbot and Holburn Parks, new sport courts would be competing with other amenities already located within the park which could impact overall parking availability for users.

Point 3 of recommendation #19 says: Construct one two-court pod in the Fontainebleau neighbourhood (Wards 5 and 8) at Rivard (Fontainebleau) Park or at another location identified by City staff. **Appendix C** shows a chart of parks in Wards 5 and 8 (East) with information on whether or not they can host a sport court and/or if they are located within the identified area from Appendix A. Based on the criteria outlined in Appendix C, Administration would recommend Rivard (Fontainebleau) Park if Council chooses to proceed with installing a new tennis/pickleball court which supports the recommendation made in the Recreation Master Plan.

As noted in recommendation #21, the City should investigate opportunities to create multi- use courts by adding pickleball court lining to existing tennis courts. This process has already begun and over the course of the past two years, pickleball lines were overlaid on all existing tennis courts, excluding Central Park and Forest Glade Park.

Risk Analysis:

There is a risk that installing new sport courts in various parks might upset the residents surrounding the park due to the potential for increased traffic and noise. Should City Council wish to proceed with creating these new sport courts, Administration would look to identify areas within the identified parks that would create the least amount of disruption to the surrounding neighbours. As noted in the discussion section of this report, Goldenwood Park was previously home to a ball diamond and therefore residents are use to having the park used for its sporting amenities. Placing a sport court in Goldenwood Park may help to mitigate some of the noise/traffic risks.

There is a financial risk identified, as there is currently no capital or operating budget approved by Council to fund the installation of new tennis/pickleball courts. The approximate capital cost of each new tennis/pickleball court would be approximately \$360,000. The ongoing annual maintenance costs associated with each court are expected to range on an annual basis from \$2,000 to \$5,000. Currently the Parks department has an annual operating budget of \$75,000 for sports court maintenance.

Climate Change Risks

Climate Change Mitigation:

The construction of the courts would not result in any significant impact to the City's greenhouse gas inventory. Though the construction of the courts will result in greenhouse gas emissions, over time this may be offset set by courts being located closer to users, which will allow for short commutes including the opportunity for the use of active transportation to the courts.

Climate Change Adaptation:

All potential park locations currently exhibit lower urban heat islands than their adjacent properties. The removal of grass and park space and the addition of a hard court is expected to slightly impact the current heat islands. However, it is important to note that regardless of the current heat island impacts, the City of Windsor is expected to have a significant increase in the number of days above 30°C. For example, under Windsor's current climate the average number of days exceeding 30°C is 22, which is expected to grow to an average of 50 days in 2040. To reduce the impacts of extreme heat on park users, administration will look at the opportunity to add shade producing features to the surrounding areas including additional tree plantings. Where possible a water service should be provided to help reduce the risks of extreme heat and heat-related illnesses.

Financial Matters:

Administration has estimated that the cost to install the twin tennis court design, which would have pickle ball lines overlaid on each court is approximately \$360,000. These costs include project management and contingency. This design could also be altered to include a single tennis and three pickle ball courts within the same footprint and the cost would stay the same.

Additionally, the specific location of the sport courts in relation to the existing infrastructure found within the selected park could impact overall costs. Depending on which parks are selected and the exact location of the courts within the parks, trail systems and walking paths may need to be extended for accessibility purposes which would be an additional cost. Should Council direct Administration to proceed with the installation of new sport courts, Administration would take the location into consideration to minimize these costs, where possible.

There are no available funds in Capital Project PFO-004-21 - Parks Sports Courts Improvements, within the approved 5-Year Capital Budget. There is \$200,000 available in 2031 which is year nine (9) of the current 10-Year Capital Budget. This funding is not within the eligible five-year pre-commitment period for capital budget funding.

Should City Council direct Administration to proceed with creating the new sport courts in the immediate future, a funding source would need to be identified.

In addition, should the infrastructure and inventory of sport courts be increased within the City, this may result in additional operating costs for the maintenance expenses. In 2020, Council approved an annual operating budget for the maintenance of sport courts in the amount of \$75,000 annually.

Consultations:

Wadah Al-Yassir – Manager, Parks Development

Jamie Scott – Manager, Parks Operations

Natasha Gabbana – Senior Manager of Asset Planning

Mark Friel- Financial Planning Administrator

Karina Richters – Supervisor Environmental Sustainability & Climate Change

Conclusion:

If Council chooses to direct Administration to begin the process of installing two new sets of tennis/pickleball courts, the following funding could be identified for these projects by the reallocation of \$720,000 in 2022 PAYG funds from Capital Project PFO 003 -15 – Central Riverfront Improvement Plan (CRIP) to Capital Project PFO-004-21 - Parks Sports Courts Improvements. The \$720,000 in 2022 PAYG funds from Capital Project PFO 003 -15 – Central Riverfront Improvement Plan is to be replaced with the

transfer of \$720,000 from Fund 151 – Parkland Acquisition Reserve. The funds identified in the CRIP would meet the criteria to access the Reserve Fund 151. The project would only commence when there are additional funds available in the Reserve Fund 151 which is anticipated to be in the third quarter 2022.

Should Council direct Administration to proceed with installing new sport courts, public consultation would take place in order to determine which of the two styles of sport courts the residents would like to see (single tennis court with 3 pickleball courts or twin tennis courts with pickleball lines overlaid)

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Friel	Financial Planning Administrator
James Chacko	Executive Director, Parks & Facilities
Ray Mensour	Commissioner, Community Services
Joe Mancina	Commissioner, Corporate Services, Chief Financial Officer & City Treasurer
Onorio Colucci	Acting Chief Administrative Officer

Notifications:

Name	Address	Email

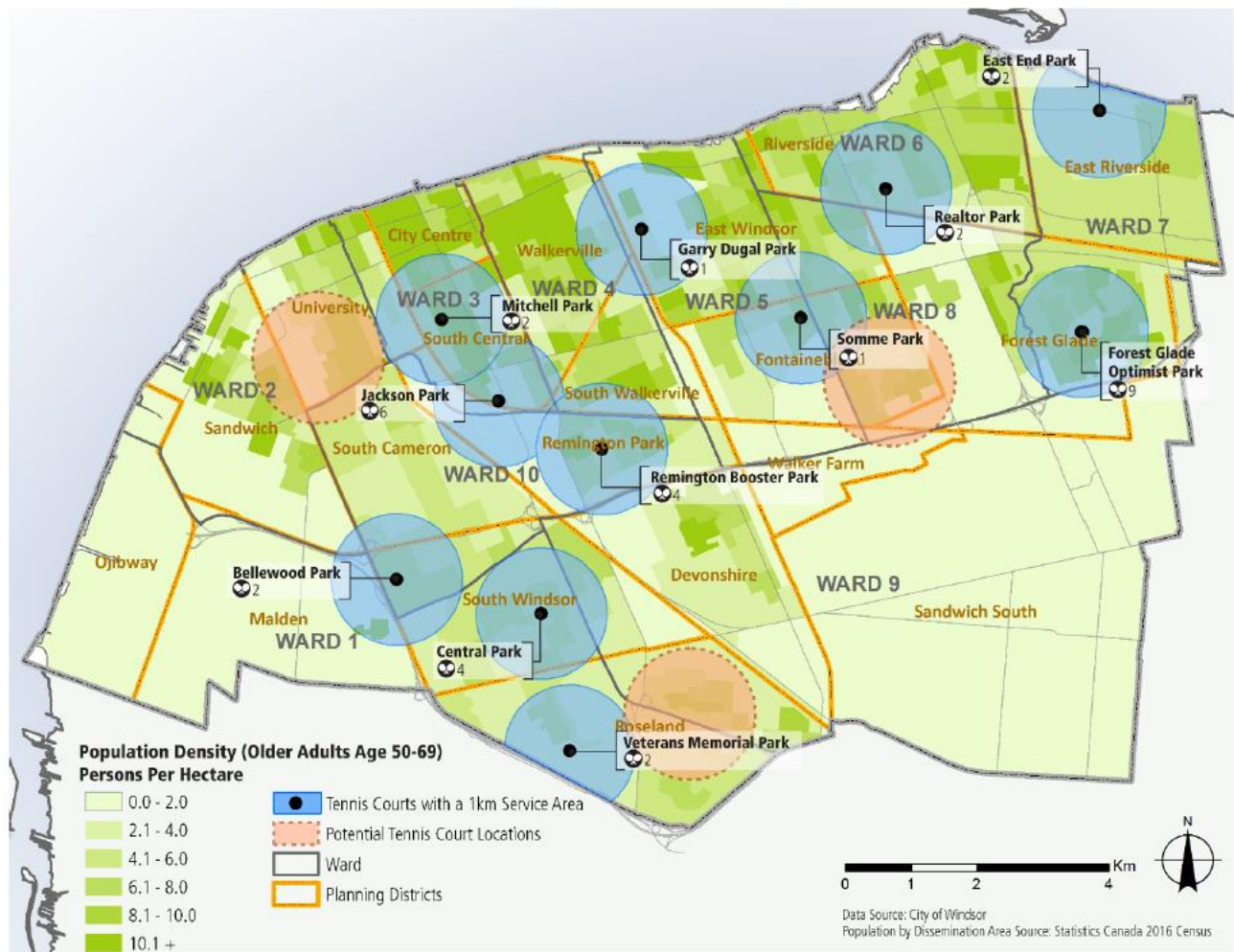
Appendices:

Appendix A: Distribution of Municipal Tennis Courts

Appendix B: Options for Courts - Roseland

Appendix C: Options for Courts - Fountainebleau

Appendix A – Distribution of Municipal Tennis Courts



Note: Jackson Park tennis courts are operated by the Parkside Tennis Club

Appendix B - Options for Courts - Roseland

Park Name	Address	Ward	Space Available ?	Parking/ Accessible?	Within Area Identified in Master Plan?	Already Has Courts?
Avon Court	3901 Kennedy Drive West	1	N	N	N	N
Central	3301 Woodland Avenue	1	N	Y	N	Y
Curry	1400 Richardie Boulevard	1	Y	N	N	N
Dynasty	605 Dynasty Street	1	N	N	Y	N
Fazio	3012 Fazio Drive	1	N	N	N	N
Goldenwood	4355 Goldenwood Drive	1	Y	Y	Y	N
Kominar	4650 Alpenrose Avenue	1	Y	N	Y	N
Lake Trail	846 Lake Trail Drive	1	N	N	Y	N
Marguriet	2665 Marguriet Street	1	N	N	N	N
Mark	3125 Mark Avenue	1	N	N	N	N
Matthew Rodzik	545 Rodfam Drive	1	Y	Y	N	N
North Talbot	1299 Highnoon Drive	1	N	Y	Y	N
Oakwood	2401 Pulford Street	1	N	Y	N	N
Southwood Lakes Trail	4300 Southwood Lakes Bouleva	1	N	N	Y	N
Stoneybrook	1059 North Talbot Road	1	N	N	Y	N
Veterans Memorial	1120 Cousineau Road	1	N	Y	N	Y
Calderwood	1859 Calderwood Avenue	9	Y	N	N	N
Captain John Wilson	3950 Ducharme Street	9	Y	Y	N	N
Compton Court	600 Compton Court	9	N	N	N	N
Devonshire Heights	1697 Calderwood Avenue	9	Y	Y	N	N
Hall Farms	3030 Conservation Drive	9	N	N	N	N
Holburn	4211 Marlo Crescent	9	Y	Y	Y	N
Kenilworth	3466 Whiteside Drive	9	N	N	N	N
Leaffield	3083 Conservation Drive	9	N	N	N	N
Maple Leaf	3974 Maple Leaf Crescent	9	Y	N	N	N
Patrick Maguire	3782 Holburn Street	9	N	Y	N	N
Roseland	870 Morand Street	9	Y	N	Y	N
Shinglecreek	3699 Shinglecreek Ct	9	N	N	N	N
The Bruce and Kathryn White Memorial Park	3860 Lauzon Road	9	N	N	N	N
Walker Homesite	1900 Seymour Boulevard	9	N	Y	N	N
Walker Homesite Biketrail	1723 Seymour Boulevard	9	N	Y	N	N

Appendix C - Options for Courts - Fountainbleau

Park Name	Address	Ward	Space Available ?	Parking/ Accessible?	Within Area Identified in Master Plan?	Already Has Courts?
AKO	4271 Alice Street	5	Y	N	N	N
Alexander	3700 Riverside Drive East	5	Y	Y	N	N
Cadillac Street	290 Drouillard Road	5	N	Y	N	N
Chopin	1298 Rossini Boulevard	5	Y	N	N	N
Factoria	1775 Factoria Road	5	Y	N	N	N
Ford Test Track	3001 Seminole Street	5	Y	Y	N	N
Francois Court	895 Francois Ct	5	N	N	N	N
Garry Dugal	1247 Drouillard Road	5	N	Y	N	Y
George Avenue	4085 Wyandotte Street East	5	N	N	N	N
Gino and Liz Marcus	1200 Drouillard Road	5	N	Y	N	N
Goose Bay	4386 Riverside Drive East	5	N	N	N	N
Labadie	1386 Labadie Road	5	Y	N	N	N
Mayfair	2539 Chandler Road	5	N	Y	Y	N
Plymouth	3600 Grand Marais Road East	5	N	N	Y	N
Robert	2747 Robert Road	5	N	N	N	N
Robert McDonald	3971 Ypres Avenue	5	N	Y	Y	Y
Somme	4500 Somme Avenue	5	N	Y	N	Y
Unity	1204 Central Avenue	5	N	N	N	Y
Westcott	3698 Alice Street	5	Y	N	N	N
Whelpton	2771 Whelpton Street	5	N	N	N	N
Coletta	2979 Coletta Ct	8	N	N	Y	N
Derwent	7911 Forest Glade Drive	8	N	N	N	N
Fontainebleau	2960 Rivard Avenue	8	Y	Y	Y	Y
Hawthorne	7645 Hawthorne Drive	8	N	N	N	N
Kinsmen Norman Road	1730 Olive Road	8	Y	N	N	N
Little River Dragonfly	7798 Twin Oaks Drive	8	N	N	N	N
Meadowbrook	2851 Meadowbrook Lane	8	N	Y	N	Y
Polonia	4923 Milloy Street	8	N	N	N	N
Pykes	5497 Lassaline Avenue	8	N	Y	N	N
Roseville Gardens	6405 Roseville Garden Drive	8	N	N	Y	N
Shawnee	5099 Colburne Drive	8	Y	N	Y	N
Thurston	2763 Rivard Avenue	8	Y	N	Y	N



Council Report: C 108/2022

Subject: Economic Revitalization Community Improvement Plan (CIP) application submitted by NextStar Energy Inc. for Automotive Battery Manufacturing Facility located at Banwell Road and EC ROW Avenue East (Ward 9)

Reference:

Date to Council: August 8, 2022

Author: Thom Hunt, City Planner / Executive Director of Planning & Building

519-255-6543 ext. 6897

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Greg Atkinson, Senior Planner

519-255-6543 ext. 6582

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Planning & Building Services

Report Date: June 23, 2022

Clerk's File #: SPL/14449

To: Mayor and Members of City Council

Recommendation:

- I. THAT the request made by NextStar Energy Inc. to participate in the Business Development Grant Program **BE APPROVED** for the property located at Banwell Road and EC ROW Avenue East (shown in Appendix 1) for a period that ends the earlier of 20 years or when 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan and subject to employment requirements set out in Appendix 3; and,
- II. THAT, Administration **BE DIRECTED** to prepare an agreement between the City and NextStar Energy Inc. to implement the Business Development Grant Program in accordance with Recommendation # I; applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan; employment requirements set out in Appendix 3; and applicable lease terms for the subject property to the satisfaction of the City Planner for content, the Commissioner of Legal Services as to legal form, and the CFO/City Treasurer as to financial implications; and,
- III. THAT, the CAO and City Clerk **BE AUTHORIZED** to sign the Business Development Grant Agreement.

Executive Summary:

N/A

Background:

City Council approved the Economic Revitalization Community Improvement Plan (CIP) at its January 31, 2011 meeting via CR 50/2011. The adopting By-law 30-2011 was passed by Council at its February 14, 2011 meeting.

The Economic Revitalization CIP provides financial incentives to encourage new investment in targeted economic sectors for the purposes of diversifying the local economy and creating/retaining jobs. The CIP allows the City to take a variety of measures to further the objectives of the Economic Revitalization CIP that would otherwise be prohibited by Ontario's *Municipal Act*. This includes the acquisition and preparation of land; construction, repair, rehabilitation or improvement of buildings; the sale, lease or disposal of land and buildings; and the provision of grants to owners or tenants of land—all of which must conform with the objectives and policies contained within the CIP.

To date, City Council has approved a number of applications made under the CIP representing a range of targeted economic sectors including manufacturing, research and development, creative industries, logistics, health & life sciences, and tourism.

Windsor Works Strategy

In February of 2020, Windsor City Council commissioned an economic development report called Windsor Works - An Economic Development Strategy for the City's Future Growth. One of the report's chief recommendations relating to the future economy was to build on Windsor's manufacturing strength to become a hub for new innovation and the auto sector of the future. Specifically, the report recommended establishing Canada's first ramp up factory for electric and autonomous vehicles and working with the Province to prioritize the area for battery production by 2025.

Announcement of Landmark Investment

On March 23, 2022 Stellantis and LG Energy Solutions announced that Windsor had been selected as the site of Canada's first large-scale electric vehicle battery manufacturing facility. The companies have formed a joint venture called NextStar Energy Inc. to facilitate a \$5 Billion (CAD) investment in a large scale lithium-ion battery production plant. The facility will have an annual production capacity in excess of 45 gigawatt hours, targeted to be operational in 2024 and create an estimated 2,500 new jobs. All three levels of government have been working with NextStar Energy Inc. to facilitate this landmark investment in Windsor.

Subject Site

NextStar Energy Inc. has applied for financial incentives under the Business Development Grant Program for property located south and west of the intersection of Banwell Road and E.C. ROW Avenue East (see Appendix 1: Location Map). The facility will be located on approximately 93 hectares (230 acres) of land that has been assembled by the City of Windsor and will be leased to NextStar Energy. The existing site mostly consists of agricultural lands with existing industrial lands on the west side of the site and one rural residential dwelling located along Banwell Road. Other than the single dwelling there are no other buildings located on the site.

Currently a mix of industrial and commercial Official Plan designations and zoning districts apply to the site. Rezoning of the site is being lead by Ontario's Ministry of Economic Development, Jobs, and Trade, which will seek to apply industrial zoning that permits the proposed manufacturing use across the entire site.

Discussion:

Business Development Grant Program

The Business Development Grant Program is intended to provide financial incentive to stimulate new investment in targeted economic sectors for the purposes of expanding and diversifying Windsor's economy. The Business Development Grant Program will also apply to projects that demonstrate a major investment resulting in a significant positive impact on the local economy and workforce. New manufacturing businesses that create a minimum of 50 jobs are eligible to apply under the program.

Successful applicants are eligible to receive an annual grant for up to 100% of the municipal property tax increase created by an investment in development or redevelopment of a building or property—provided it conforms with the Economic Revitalization CIP. Annual grants typically continue for up to 10 years or until up to 100% of the eligible investment costs are repaid.

The CIP permits City Council, at its sole discretion, to evaluate an incentive application and decide on a case-by-case basis to adjust the level of the incentives (not to exceed the eligible costs); provide for an alternative payment schedule; and/or identify and use alternative sources of funding to pay the grants. Given the level of investment in the community and the anticipated beneficial outcomes, Administration recommends that Council approve an alternate payment schedule that would allow NextStar Energy to participate in the Business Development Grant Program for a maximum of 20 years.

Proposed Construction

The application proposes to construct two large main industrial buildings located in the centre of the site—the largest being 252,271 m² (2,715,425 ft²) and the other being 34,062 m² (366,640 ft.²) in size. A series of smaller buildings and structures are also proposed (e.g. utility building, security, waste storage, electrical switchyard, etc.).

Eligible Sector

NextStar Energy Inc. falls under the eligible Manufacturing sector, which is defined as:

Manufacturing

Companies engaged in the fabricating, processing, assembling, packaging, producing or making goods or commodities, including ancillary repair, storage, wholesaling or office uses.

Employment

The City reserves the right, within the Business Development Grant Program and implementing grant agreement, to adjust the annual grant value to reflect a decrease in the level of investment and/or number of jobs that were used in the original business case to support the CIP application. Should employment levels fall below the minimum requirement of 50 jobs—grant payments would cease and approval to participate in the program may be rescinded.

According to the CIP application NextStar Energy Inc. will directly create 2,500 new jobs comprising operators, engineers, technicians, and business staff. This level of employment is well in excess of the minimum requirement under the CIP and is the most significant application considered by Council since the CIP was approved in 2011. Given the magnitude of support and investment recommended over the extended 20 year term of the Business Development Grant Program Administration recommends that annual grant payments to be tied to employment levels at the subject site in a manner similar to that illustrated in Table 1 (below) and further described in Appendix 3.

Table 1

EMPLOYEES	TAX INCREMENT
2,000 – 2,500+	100%
1,500 – 1,999	80%
1,000 – 1,499	60%
500 – 999	40%
50 - 499	20%
1 - 49	0%

The job requirements described in Appendix 3 provide for a two year ramp up period—

requiring full employment (i.e. 2,500 jobs) by year 3 of the grant program in order to receive a grant payment equivalent to 100% of the municipal tax increment (i.e. 100% of the municipal tax increase). Following year 3, an employment shortfall in any of the subsequent years of more than 500 employees would result in an annual reduction in grant payment as set out in Table 1.

In the event that supply chain shortages, trade levies, materially adverse market conditions, or other such events have a material impact on the Project, the City would engage in discussions with NextStar Energy to address such events prior to imposing a grant percentage reduction in years 3 through 20.

CIP Objectives

Construction of the industrial facility and recommended Business Development Grant supports the following CIP objectives:

- Encourage investment that results in the productive use of lands and/or buildings for the purposes of establishing or maintaining a business enterprise, or the expansion of existing businesses to realize more effective use of the land's potential;
- Encourage capital investments that create new and/or maintain existing permanent jobs, as well as short-term construction jobs that contribute to the reduction of the unemployment rate;
- Attract investment based on the community's strengths and competitive advantages;
- Support investments in specified high potential economic sectors that contribute to the diversification of the local economy;
- Facilitate the development of the City's vacant employment lands and other areas that have the potential to be new employment areas;
- Provide financial incentive programs that are attractive to potential investors and corporate decision-makers, but are balanced with expectations of City taxpayers and the City's ability to fund the financial incentive programs;
- Support the establishment and on-going development of sector clusters and encourage businesses to take advantage of cluster-related synergies; and,
- Support investment and development that results in an increase in property assessment and grows the non-residential municipal tax base over the long-term.

Risk Analysis:

There is some risk associated with the approval of the CIP application as the recommended 20 year grant period is significantly longer than the 10 year grant period described in the CIP and typically approved by Council. Risk can be managed by tying

jobs created to the value of grant provided, which may serve as a precedent for any future investments that create more than 1,000 new jobs.

Staff resources are required for the upfront administration of the grant program and finalization of the legal agreement. Limited staff resources related to on-going monitoring of the eligible employment use and issuance of annual grants will also be required over the next 20 years. Should Council refuse the CIP request there is a significant risk that NextStar Energy may not proceed with the proposed investment as the CIP played a role in attracting NextStar Energy to the Windsor site.

Climate Change Risks

Climate Change Mitigation:

The proposed manufacturing facility implements Environmental Master Plan Goal A – Improve Our Air Quality, which directs the City to be proactive by partnering with community groups, industry and other levels of governments to improve Windsor's air quality. It also implements Community Energy Plan Transportation Strategy 11, which seeks to increase the adoption of electric vehicles and alternate fuel vehicles.

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

Climate Change Adaptation:

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

Financial Matters:

Business Development Grant Program

The tax increment portion of the Business Development Grant is not calculated or paid out until all eligible work is completed and the property is reassessed by the Municipal Property Assessment Corporation (MPAC). Reassessment of the property must result in an increase in assessment value. The grant amount is recalculated annually based on the actual assessed property value, tax class, and municipal tax rate.

Summary of Potential Financial Incentives

NextStar Energy proposes to invest \$1,472,212,063 in eligible building construction costs, which includes approximately \$8,500,000 in building permit fees. The current total assessment value for all properties that make up the site is \$4,475,000 and the annual property taxes total \$56,828 (2020) with the municipal portion being \$47,049. Once fully acquired by the City the tax levy will be \$0 as lands owned and used by municipalities for municipal purposes are generally considered exempt. Lease of the land to NextStar Energy and construction of the industrial buildings would cause the property to become taxable.

Based on the 2020 BMA Management Consulting data for large industrial facilities City staff anticipate the post-development tax levy to total \$4,428,000 with the municipal share being \$3,400,000. The recommended grant period of 20 years would provide a total grant value of \$68,000,000, which would offset approximately 5% of the eligible building construction costs and permit fees incurred by NextStar Energy.

Because the Business Development Grant Program does not cancel taxes, NextStar Energy must pay the full amount of property taxes annually and will subsequently receive a grant for the difference between the pre and post-development municipal taxes (i.e. the 'tax increment'). The tax increment may be adjusted in accordance with the scaled approach set out in Appendix 3 to reflect the number of jobs located at the subject site throughout the grant period.

At its meeting on May 9, 2022 Council authorized the allocation of \$53 million for the acquisition of the property and site servicing required to facilitate construction of the manufacturing facility. While the property acquisition costs are not directly considered a grant—the value of any difference between the negotiated lease rate and market lease rate will be considered a grant under the CIP and form part of the total incentive package.

Section 4.4.6 of the CIP states: *"The total of all grants provided in respect of the particular lands and buildings of an applicant under the programs contained in the CIP shall not exceed eligible costs with respect to these lands and buildings."* Accordingly Administration will account for the total value of all financial incentives provided to NextStar Energy and ensure they do not exceed eligible costs prior to issuing annual grant payments.

The Federal and Provincial governments have also committed significant financial support for this project. Administration will ensure that funds provided by other levels of government are not applied to eligible costs that are used to offset grant payments under the City's Economic Revitalization CIP.

Consultations:

The Economic Revitalization CIP was subject to extensive stakeholder and public consultation as part of the approval process, including two public open houses, a statutory public meeting of Council and circulation among internal City staff and the Province.

Planning staff have consulted with the applicant prior to accepting the application for the Business Development Grant Program. Staff from the Planning, Finance, Legal, and the CAO's Office were consulted in the preparation of this report.

Conclusion:

Administration recommends that Council approve the request made by NextStar Energy Inc. to participate in the Business Development Grant Program. Specifically, that the municipal portion of the tax increment resulting from the proposed development located south and west of EC Row Avenue East and Banwell Road be provided as an annual grant for up to 20 years or until 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization CIP and employment requirements set out in Appendix 3.

The planned development conforms with the Economic Revitalization CIP and assists the City in the achievement of a number of the CIP objectives, Windsor Works Strategy, and exemplifies the purpose for which the Economic Revitalization CIP was created.

Planning Act Matters:

N/A

Approvals:

Name	Title
Josie Gualtieri	Financial Planning Administrator
Michael Cooke	Manager of Planning Policy/Deputy City Planner
Thom Hunt	City Planner / Executive Director, Planning & Development Services
Wira Vendrasco	Deputy City Solicitor, Legal Services & Real Estate
Janice Guthrie	Deputy Treasurer, Taxation & Financial Projects
Joe Mancina	Commissioner, Corporate Services Chief Financial Officer / City Treasurer
Jelena Payne	Commissioner, Economic Development & Innovation
Onorio Colucci	Chief Administration Officer

Notifications:

Name	Address	Email
		lori.shalhoub@stellantis.com keith.clements@stellantis.com jkim1@lgensol.com sungwoopark@lgensol.com soojinpark@lgensol.com brent.hartz@stellantis.com

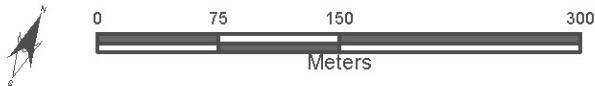
Appendices:

- 1 Location Map
- 2 Application Overview
- 3 Active Employees and Development Grant Percentages



NEXTSTAR ENERGY INC. - LOCATION MAP

■■■■■ SUBJECT AREA - - - - - CITY BOUNDARY



Business History and Overview

Since 2014, LGES and Stellantis have worked jointly to increase the production of EVs to respond to the increasing demand of electric vehicles. On October 2021, LGES and Stellantis announced that their companies have entered into a memorandum of understanding to form a joint venture to produce battery cells and modules for North America. Thus, the applicant is a New Company to be incorporated in Ontario and jointly formed by LGES and Stellantis for the purpose of manufacturing batteries for electric vehicles ("EVs"). The company (also referred to as the Joint Venture or "JV") will be established in April 2022 as a daughter company of LGES named "NextStar Energy". The business history information of LGES and Stellantis is provided below.

LGES

LG Chem was established in 1947. The company's business portfolio is comprised of petrochemicals, advanced materials, life sciences, and batteries becoming South Korea's leading chemical company. In December 2020, LG Chem carved-out its battery division and established LG Energy Solution (LGES) to obtain a greater share of the global battery market. LGES' business portfolio is comprised of advanced automotive battery, mobility and IT battery and ESS battery enterprises. LGES designs, develops, manufactures, and sells batteries to Electric Vehicles (EVs), electric ships, drones, and battery-powered spacesuits. The company has global presence in five countries and continues to expand capacity by collaborating with several OEMs (In April 2021 and July 2021, LGES partnered with GM and Hyundai respectively, to establish new battery cell plants for EV).

LGES provides advanced automotive battery solutions to power electric vehicles with high-end technology. According to the company's analysis, LG Energy Solution is the world's #2 manufacturer on global battery usage by EV and the #1 outside China, holding 22% market share globally in year 2021.

LGES provides advanced automotive battery solutions to power electric vehicles with high-end technology. As government policy and public interest in EVs is intensified and encouraged, LGES will look to intensify investment in North America and the project in Canada would be instrumental in that growth. Through consistent pioneering in R&D, the company plans to achieve both product performance and cost competitiveness simultaneously.

Environmental responsibility is key in the LGES ESG strategy. The company has contributed to the commercialization of EVs with its market-leading battery products, helping to reduce GHG emissions in the transportation sector. Furthermore, LGES was the first South Korean battery manufacturer to join RE100 with a commitment to 100% transition to renewable energy across all global business sites by 2030.

Stellantis

Stellantis was formed in 2021 as a result of the merger between Fiat Chrysler Automobiles (FCA) and PSA Group and become one of the top OEMs in the world. Stellantis is a multinational automotive manufacturing corporation which designs, develops, manufactures, and sells automobiles bearing its 18 brands. The company has industrial operations in 30 countries and a commercial presence in more than

130 markets. According to the company's 2021 semi-annual results, Stellantis holds automotive market share of 10.9% in North America; 23.6% in South America; 20.4% in Enlarged Europe; 11.9% in Middle East & Africa; 0.5% in India & Asia Pacific; and 0.5% in China.

Stellantis aims to be the market leader in low emission vehicles (LEVs), targeting over 70% of sales in Europe and over 40% in the United States to be LEVs by 2030. Stellantis is committed to contributing to a decarbonized economy on the road to carbon neutrality across their products and facilities.

Project: EV Battery Factory establishment

The objective of the project aims to establish a giga-factory for production of EV batteries in Canada, as well as set up a battery value chain to accelerate the electrification of Stellantis' plants in North America.

The construction of the factory is expected to begin in August 2022 and complete by 2025. The factory will have an annual capacity of approximately 45 GWh.

Solution

The company determined that the Twin Oaks Dr location is the preferred choice for the establishment of its first EV battery plant in Canada. Windsor is also home to FCA Canada (JV affiliate) and is an optimal location as it is located near the Ambassador Bridge border crossing, which is the busiest commercial crossing on the Canada–United States border.

The tax relief provided through the CIP grant would make the project economically feasible to be established in Canada. Battery plant establishment is extremely capital-intensive; thus, government incentives are crucial to secure competitiveness compared to similar projects in competing countries.

Employment and Growth

The project will create 2,500 new jobs comprising operators, engineers, technicians, and business staff. Furthermore, the establishment of the factory will attract battery raw-material makers to also invest in Windsor, thereby further increasing the economic benefits derived from the project. Using the standard automotive industry spin-off effect for original equipment manufacturers in North America, which is 1 direct job to 7 indirect jobs as a conservative ratio, the number of spin-off jobs anticipated by the plant presence in the Windsor-Essex County region is 17,500 jobs annually over the life of the plant.

The project will promote the growth of the EV market in Canada and strengthen the competitive advantage of existing OEM players in the country. LGES will bring its highly developed battery technology, experience in mass production, and global R&D network to help Windsor become established in the EV space and generate EV product innovation.

Conclusion

To respond to the accelerated growing EV market demand, the company believes that Windsor will be the best location to establish its first battery plant in Canada to meet market demands. The growing demand and increasing competition require EV battery makers to lower its pricing, making government incentives necessary to ensure that production of EVs on a mass scale can be financially competitive. As

battery plant establishment is extremely capital-intensive, financial subsidies and other types of support offset the capital burden and play a critical role in whether a project will occur. In other giga-factory cases in Europe, US, and China, EV battery investors would not have made project decisions without government subsidies.

The Economic Growth and Revitalization CIP Grant will help the company establish a relationship with Windsor, help obtain assistance with development of the project and ensure that the project is financially feasible. The CIP Grant, if approved, will become a catalyst for the growth of skilled employment in Windsor.

Appendix 3: Active Employees and Development Grant Percentages

DEVELOPMENT GRANT YEAR	NUMBER OF ACTIVE EMPLOYEES	DEVELOPMENT GRANT PERCENTAGE
1	50+	100%
2	50+	100%
3-20	2,000 – 2,500+	100%
	1,500 – 1,999	80%
	1,000 – 1,499	60%
	500 – 999	40%
	50 - 499	20%
	1 - 49	0%

In the event that supply chain shortages, trade levies, materially adverse market conditions, or other such events have a material impact on the Project, the City agrees to engage in discussions to address such events under the Agreement prior to imposing a grant percentage reduction in years 3 through 20.

Subject: Confirm And Ratify Report – Town of LaSalle-Transit Service Agreement Renewal—City Wide

Reference:

Date to Council: August 8, 2022
Author: Anna Ciacelli--Deputy City Clerk/Supervisor of Council Services
(519) 255-6100 ext 1837
aciacelli@citywindsor.ca
Council Services
Report Date: 8/4/2022
Clerk's File #: MT2022

To: Mayor and Members of City Council

Recommendation:

That the results of the email poll to the members of the Environment, Transportation & Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, conducted by the Deputy City Clerk on August 4, 2022, **BE CONFIRMED AND RATIFIED:**

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors and City Council **RECEIVE** for information the update regarding transit services provided to the Town of LaSalle; and,

That Transit Windsor **BE AUTHORIZED** to update and renew the existing Agreement to another five-year term (September 1, 2022 – August 31, 2027) with the Town of LaSalle to provide a transit route that connects with services provided by Transit Windsor; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the Agreement with the Town of LaSalle, satisfactory in form to the Commissioner of Legal and Legislative Services, in financial content to the Commissioner of Corporate Services, and in technical content to the Commissioner of Infrastructure Services and the Executive Director of Transit Windsor.

Executive Summary:

N/A.

Background:

Section 3.7 of Procedure By-law 98-2011 provides the following:

“Telephone and/or email polls of Members of Council shall be permitted only upon authorization by the Mayor or CAO, in emergency situations requiring Council direction where time does not permit holding a special meeting of Council and/or quorum of Council cannot physically convene to consider a matter. The results of a poll must be confirmed and ratified at the next public meeting of Council”.

Discussion:

Due to the time sensitive nature of the request to meet the legal obligations in the agreement the request to conduct an e-mail poll was granted by the Acting Chief Administrative Officer.

An email poll regarding this matter was conducted by the Deputy City Clerk on Thursday, August 4, 2022. All members of the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, approved the administrative recommendation as presented, unanimously.

Risk Analysis:

The risk analysis is provided in report S 51/2022 attached as Appendix A.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The financial matters are provided in Report S 51/2022 attached as Appendix A.

Consultations:

N/A

Conclusion:

It is recommended that the results of the email poll conducted on August 4, 2022 approving the above noted resolution unanimously be confirmed and ratified.

Planning Act Matters:

N/A.

Approvals:

Name	Title
Anna Ciacelli	Deputy City Clerk/Supervisor of Council Services
Steve Vlachodimos	City Clerk & Senior Manager of Council Services
Onorio Colucci	Acting Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Appendix A--Report S 51/2022- Town of LaSalle-Transit Service Agreement Renewal

Subject: Town of LaSalle - Transit Service Agreement Renewal - City Wide

Reference:

Date to Council: August 4, 2022
Author: Tyson Cragg, Executive Director
Transit Windsor
519-944-4141 ext 2232
tcragg@citywindsor.ca
Transit Windsor
Report Date: April 18, 2022
Clerk's File #: MT2022

To: Mayor and Members of City Council

Recommendation:

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors and City Council **RECEIVE** for information the update regarding transit services provided to the Town of LaSalle; and,

That Transit Windsor **BE AUTHORIZED** to update and renew the existing Agreement to another five-year term (September 1, 2022 – August 31, 2027) with the Town of LaSalle to provide a transit route that connects with services provided by Transit Windsor; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the Agreement with the Town of LaSalle, satisfactory in form to the Commissioner of Legal and Legislative Services, in financial content to the Commissioner of Corporate Services, and in technical content to the Commissioner of Infrastructure Services and the Executive Director of Transit Windsor.

Executive Summary:

N/A.

Background:

In 2016, City Council approved Transit Windsor's recommendation outlined in report S145/2016 (CR534/2016) as follows:

1. *That the Corporate Leader of Transportation Services and the Executive Director of Transit Windsor **BE AUTHORIZED** to negotiate with the Corporation of the Town of LaSalle for Transit Delivery and Maintenance Services and to engage in any resulting contract negotiations.*

2. *That a subsequent report on the outcomes of the negotiations be prepared and submitted to the Transit Windsor Board of Directors and City Council with that report fully detailing the costs associated with the proposed service delivery and seeking any further approvals or authorizations that may be required from the Transit Windsor Board of Directors and City Council.*

In 2017, City Council approved Transit Windsor's recommendations, outlined in report S73/2017 (CR364/2017) as follows:

1. *That the Transit Windsor Board of Directors and City Council **RECEIVE** for information the update regarding negotiations for transit service with the Town of LaSalle.*
2. *That Administration **BE AUTHORIZED** to enter into a five year agreement (2017 – 2021) with the Town of LaSalle to provide a transit route that connects with services provided by Transit Windsor.*
3. *That the Chief Administrative Officer and City Clerk of the City of Windsor **BE AUTHORIZED** to sign the resulting contract with the Town of LaSalle, satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Office of the City Engineer and the Executive Director of Transit Windsor.*
4. *That City Council **APPROVE** the creation of a capital budget project for the purchase of two (2) fully equipped clean diesel buses which will be paid for by the Town of LaSalle on an annualized straight line basis of amortization over the twelve (12) year life of the bus, plus interest. In the event the contract is not renewed after five years, the Town of LaSalle would be responsible for payment of the full depreciated value of the buses based on the agreed methodology at the end of the five year agreement.*

This report is seeking approval from the Transit Windsor Board of Directors and City Council to authorize Transit Windsor to enter into another five-year agreement (September 1, 2022 – August 31, 2027) with the Town of LaSalle.

Discussion:

Service to LaSalle began in 2017 as a five-year pilot program. Recent discussions with Town Administration indicate that they are satisfied with the service provided and the route performance thus far, and wish to continue the agreement for another five-year term. Route 25 runs Monday-Saturday, excluding Sundays and holidays, and serves virtually all of the built-up area of the town. The route connects with other Transit Windsor service at the St. Clair College terminal. One bus services this route from Monday through Saturday, from 7:00 am to 7:00 pm, covering a 12-hour service day. During peak hours of service from Monday to Friday only, a second bus is added. In addition to Route 25, Route 7 (South Windsor) operates through parts of LaSalle enroute to the Morton Industrial area, also connecting at St. Clair College and Devonshire Mall.

The Town of LaSalle has experienced a range of ridership with its LaSalle 25 transit route. The annual ridership numbers from 2017-2021 are as follows:

- 2017 = 12,650
- 2018 = 31,264
- 2019 = 24,673
- 2020 = 8,441
- 2021 = 5,119

It should be noted that the route was implemented in September 2017. From September to December of 2017, there was an indication of strong ridership needs in the early stage of implementation. Peak ridership was experienced in 2018 and then showed a slight decline in 2019, pre-COVID. Based on the numbers, it is likely that the high ridership in 2018 resulted from riders testing out the new route. Ridership stabilized in 2019 as regular riders began to rely on the service to get to schools, shopping, appointments, etc. The ridership levels in 2020 and 2021 reflect the same level of ridership decline that other Transit Windsor routes experienced during the same time frame due to the COVID-19 pandemic.

Here are the percentages of ridership categories for 2018 and 2019 in terms of overall ridership:

	2018	2019
Fare Category		
Full-Fare Adult	22%	27%
Student	72%	67%
Senior	6%	6%

Student ridership is high on this route, and are primarily destined to St. Clair College.

Risk Analysis:

LaSalle has been an excellent partner in the deployment of regional transit services to surrounding communities in Essex County, and has been the catalyst for the successful establishment and discussions of implementation in other communities in Essex County. The risk of not renewing LaSalle's transit contract is multi-fold: loss of ridership from passengers being fed to the Transit Windsor system, and the loss of regional linkages and synergies facilitated by transit service being provided by a single carrier. The relationship between Transit Windsor and The Town of LaSalle has been successful in this regard, and to end the service now would place post-pandemic ridership recovery in jeopardy, as well as future transit agreements with other municipalities.

Climate Change Risks

Climate Change Mitigation:

Transit Windsor services account for 22% of the City of Windsor's corporate greenhouse gas (ghg) emissions and 72% of the corporate fleet ghg emissions. However, Transit Windsor provides for an overall benefit in community ghg emissions as public transportation supports the reduction in single occupancy vehicle trips.

As the buses that support the LaSalle service are City assets, they are included in the City's Corporate ghg inventory.

Climate Change Adaptation:

Transit Windsor is recognized as an important asset in the City's Climate Change Adaptation Plan. There are no climate change adaptation risks associated with continuing this agreement.

Financial Matters:

The existing Agreement between the Corporation and the Town allows for a renewal of an additional five-year term. The new proposed Agreement would be subject to the same terms and conditions, with the exception of pricing, which has been set at a rate of \$66.04 for 2022 and is to be calculated annually based upon the formula as outlined below.

The revenue received on the LaSalle route is credited to the Town of LaSalle and Transit Windsor charges the Town of LaSalle based on the hourly rate and for fuel consumption, which is based on the average rack rate. The hourly rates in the current agreement were as follows:

Year	2017	2018	2019	2020	2021
Rate/Hour	\$51.27	\$54.34	\$55.71	\$60.50	\$61.70

Since the initial five-year pilot agreement was entered into with the Town, there has been significant volatility in expenditures and an escalation in the inflation rate. With the current agreement expiring August 31, 2022, the new hourly rate for 2022 and starting on September 1, 2022 is \$66.04. This represents a 7.03% increase from the 2021 contracted rate and takes into consideration increasing cost factors such as:

- Program support costs increased from 5% to 7% based on actuals.
- Salary increase from 2% to 2.25%, based on Collective Agreement.
- Consumer Price Index (CPI) increase from 2% to 4.39% based on 2021 CPI.
- Increase in Direct Transit Administration costs from \$0.21 to \$0.85. Additional administration salary has been added to reflect the actual time spent on planning and upkeep.
- The maintenance costs increase from \$6.97 to \$8.57 as a result of aging buses.

Thereafter, the new rate for future years will be the Consumer Price Index (CPI) of the preceding year applied to the existing rate for the year. For example:

1) 2023 NEW rate will be :

$\$66.04 \times 1.05 = \69.34 (assuming CPI for 2022 is 5%)

RATE for 2023 = \$69.34

2) 2024 NEW rate will be higher of:

$\$66.04 \times 1.07 = \74.19 (assuming CPI for 2023 is 7%)

RATE for 2024 = \$74.19

An additional clause has further been added to the new proposed contract as a way of protecting the City from future uncontrollable costs. In the event that there are any unexpected or uncontrollable costs incurred by the City, that are not covered by senior levels of government funding, the Town will be notified and will be billed, over and above the hourly rate, for the additional costs. Examples include but are not limited to future pandemics, pandemic related cleaning, long-term construction detours, etc.

The City's 2023 Operating budget will be adjusted appropriately to reflect any changes as a result of this contract.

Consultations:

Tony Ardovini, Deputy Treasurer Financial Planning

Sue Grimmett, Program Manager, Special Projects, City of Windsor

Poorvangi Raval, Acting Manager of Performance Management & Business Case Development, City of Windsor

Karina Richters, Supervisor, Environmental Sustainability & Climate Change, City of Windsor

Conclusion:

Based on the ridership reports that have been gathered during the first five (5) years, the ridership over the first contract period was positive and supports the need for Transit Windsor to continue to provide transit service to the Town of LaSalle. This business model has proven to be successful and Transit Administration strongly recommends the approval of the recommendations as detailed within this report so that we may continue to maintain the existing partnership.

Planning Act Matters:

N/A.

Approvals:

Name	Title
Tyson Cragg	Executive Director, Transit Windsor
Christopher Nepszy	Commissioner, Infrastructure Services
Joe Mancina	Commissioner, Corporate Services CFO/City Treasurer
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email

Appendices:

Appendix A – LaSalle Transit Agreement

THIS AGREEMENT (the “Agreement”) is dated as of September 1, 2022 (the “Effective Date”)

BETWEEN:

TRANSIT WINDSOR (the “Corporation”)

-and-

THE CORPORATION OF THE TOWN OF LASALLE (the “Town”)

WHEREAS:

1. The Town wishes to provide transit services to its residents as described in this Agreement; and,
2. The Town and the Corporation agree that the Corporation will provide the transit service as described in this Agreement.

FOR GOOD AND VALUABLE CONSIDERATION THE PARTIES AGREE THAT THE RECITALS HEREIN ARE TRUE, AND AGREE AS FOLLOWS:

1.0 TERM AND TERMINATION

- 1.1 Term.** This Agreement shall be for a term of five (5) years from the Effective Date, terminating on August 31, 2027
- 1.2 Renewal.** This Agreement may be renewed for an additional five year period (the “Renewal Term”) on the same terms and conditions with the exception of pricing which is to be agreed between the parties, upon the provision by the Town of at least 90 days’ written notice to the Corporation of its desire to renew this Agreement at the end of the Initial Term.
- 1.3 Termination.** This Agreement may be terminated on the provision of 120 days written notice, subject always to the provisions of Section 3.4 “Payment on Early Termination or Non-Renewal”.

2.0 SCOPE OF SERVICES

- 2.1 Corporation’s Obligation.** During the term of this Agreement, the Corporation shall operate and maintain the transit service described in Appendix “A” (the “Services”) along the route outlined in Appendix “B” (the “LaSalle Route”).
- 2.2 Data Sharing:** The Corporation shall share with the Town all ridership and other data pertaining to the Services reasonably available through its technology tools, including but not limited to the electronic fare box and Intelligent Transit System, upon request of the Town and subject to all applicable standards, procedures, and legislation. Such data will remain the property of the Corporation.

- 2.3 Town's Obligations.** The Services shall be for the provision of transit by bus only and the Town shall be responsible for the provision and maintenance of all ancillary services, infrastructure, and equipment to support the Services, including but not limited to bus shelters, concrete pads, bus stop signage, and advertising on the buses and in bus shelters, seating, and maintenance of such elements. Where practical and for the purposes of uniformity and continuity, the parties shall consult with one another with respect to fulfilling the Town's obligations, however the Town shall retain the full discretion to fulfill its own obligations in the manner it sees fit.

3.0 PURCHASE OF BUSES

- 3.1 Bus Purchase.** The Corporation previously purchased two new accessible clean-diesel buses, equipped with all components standard to the Corporation's buses as a condition of the previous 5-year agreement ending August 31, 2022 at a total cost of \$1,259,175. The same buses will continue to be used for the 5-year term of this Agreement, inclusive of security cameras, bike racks, a two-way radio, electronic fare box, and Intelligent Transportation System technology.

Appendix C "LaSalle Transit Bus Purchase Schedules" outlines the remaining calculated depreciation amounts of the Town Route Buses on a straight line basis over twelve years.

- 3.2 Bus Ownership.** The parties agree that the Town Route Buses shall be owned by the Corporation.
- 3.3 Capital Repayment.** The purchase of the Town Route Buses will be paid by the Town on an annualized straight line basis of amortization over the twelve (12) year life of the bus, plus interest calculated at 2% of the outstanding unamortized value of the Town Route Buses. The buses were procured in March 2018 hence to date the town has been billed for amortization for 4.5 years (March 2018 to August 2022). The undepreciated amount as of end of August 2022 is \$786,984.38. The Corporation will continue to charge the Town on a straight-line basis over the remainder of the amortization period of 7.5 years, including interest on the outstanding balance @ 2%.
- 3.4 Payment on Early Termination or Non-Renewal.** In the event that the total term of this Agreement and any subsequent renewals is less than 10 years, the Town shall pay Corporation the foregone depreciation resulting from the total term being less than 10 years (the "Depreciation Payout Amount"). The Depreciation Payout Amount will be equal to the difference between the depreciation of the Town buses calculated on a declining balance versus depreciation of the Town buses calculated on a straight line basis, at the end of the initial term or date of early termination.
- 3.5 Payment of Depreciation Payout Amount.** In the event that this Agreement and any renewal thereof shall terminate before the tenth anniversary of the Effective Date, the Town shall pay the Depreciation Payout Amount within 180 days of the termination of this Agreement.
- 3.6 Future Uncontrollable Costs.** In the event that there are any future unexpected or uncontrollable costs incurred by the Corporation without a recovery from senior levels of government, the Town will be notified and billed for any reasonable additional costs. Examples include, but are not limited to: future pandemics, pandemic related cleaning, long-term construction detours, etc.
- 3.7 Exclusivity.** Except where impracticable due to maintenance or repair issues, the Town Route Buses shall be used exclusively to provide the Services. If either of the Town Route Buses are unavailable, the Corporation may substitute a similar bus or buses from its fleet to provide the Services.

4.0 FINANCIAL

- 4.1 Fares.** The Corporation's Board shall have the unfettered discretion to establish the fares to be charged to the riders, including any special rates, passes, agreements, or other fare structures. Notwithstanding this discretion, the Corporation's Board shall consult with the Town prior to establishing such fares.
- 4.2 Collection of Fares.** Any fares collected on the LaSalle Route shall be credited 100% to the Town and any fares collected outside of the LaSalle Route be credited 100% to the Corporation, subject to section 4.3 – Bus Passes Used at St. Clair College and to section 4.4 – Bus Passes Used at University of Windsor.
- 4.3 Bus Passes Used at St. Clair College.** Any fares collected at St. Clair College by way of monthly bus pass shall be credited 50% to the Town and 50% to the Corporation.
- 4.4 Bus Passes Used at University of Windsor.** The Corporation and the Town agree that the sharing of any fares collected from the University of Windsor bus passes shall be determined by the Transit Services Review Committee for the school year beginning in September, 2022, and adopted by way of an amendment to this agreement.
- 4.5 Payment of Fares.** Fares owing to the Town will be remitted monthly, within thirty (30) days of the previous month end.
- 4.6 Hourly Rate:** The Corporation will provide the Services at an hourly rate, plus all applicable taxes, which shall include wages, benefits, insurance, claims cost, servicing, operating costs of technology enhancement, maintenance and repair of the Town Route Buses, and general administration, but which shall not include fuel cost. The hourly rate shall be in effect from the first day of September until the last day of August in each year of the Agreement. These hourly rates will be revisited each year before the start of the new contract year .
The new hourly rate for 2022 is \$66.04.

The new rate for future years will be the Consumer Price Index (CPI) of the preceding year applied to the existing rate for the year.

For example:

- 1) 2023 NEW rate will be

$\$66.04 \times \text{Consumer Price Index @ } 5\% = \69.34 (assuming CPI for 2022 is 5%)
RATE for 2023 = \$69.34

- 2) 2024 NEW rate will be:

$\$69.34 \times \text{Consumer Price Index @ } 7\% = \74.19 (assuming CPI for 2023 is 7%)
RATE for 2024 = \$74.19

- 4.7 Fuel Cost:** The Corporation shall fuel the Town Route Buses and the Town shall pay the Corporation the fuel usage cost based on the Corporation's monthly average cost for bulk clear diesel fuel.
- 4.8 Invoices.** The Corporation shall issue a monthly invoice to the Town for the provision of the Services

and the fuel cost. The Corporation shall issue an annual invoice to the Town for the recovery of the annual capital repayment. Payment shall be due within thirty (30) days of the invoice date.

- 4.9 Advertising Revenue.** Any revenue derived from advertising of any kind, including wraps, in and on Town Route Buses or in Town shelters within the geographic area of the Town shall be the Town's entirely. The Town shall have the sole right to sell advertising in and on the said Buses and shelters.

5.0 INSURANCE AND INDEMNITY

- 5.1 Indemnification of Corporation.** The Town covenants and agrees that it shall at all times indemnify and save harmless the Corporation, the Corporation of the City of Windsor (the "City"), and all their Councillors, officers, servants and agents from and against all loss or damage, and from and against all actions, suits, claims and demands whatsoever which may be made or brought against the Corporation, the City, and their Councillors, officers, servants and agents resulting from any responsibility or obligation assumed by the Town in this Agreement.
- 5.2 Indemnification of Town.** The Corporation covenants and agrees that it shall at all times indemnify and save harmless the Town, its Councillors, officers, servants and agents from and against all loss or damage, and from and against all actions, suits, claims and demands whatsoever which may be made or brought against the Town, its officers, servants and agents resulting from any responsibility or obligation assumed by the Corporation in this Agreement.
- 5.3 Town's Insurance.** The Town shall provide, maintain and pay for General Liability Insurance with a limit of liability of no less than five million dollars (\$5,000,000.00) per occurrence which shall be primary and non-contributing with, and not in excess of, any other insurance held or obtained by the Corporation which names the Corporation and The Corporation of the City of Windsor as an additional insured.
- 5.4 Corporation's Insurance.** The Corporation shall provide, maintain and pay for Automobile Liability Insurance on all buses used to provide the Services with limits of no less than five million dollars (\$5,000,000.00) per occurrence.
- 5.5 Change/Cancellation.** The insurance provided by each party will not be changed or amended in any way to the detriment of the other party, nor cancelled, until thirty (30) days after written notice by registered mail of such change or cancellations has been delivered to the other party.
- 5.6 Proof of Insurance.** Each party shall provide proof of insurance coverage in a form satisfactory to the other, acting reasonably, before the commencement of the Services. Each party shall be responsible for all losses within the deductible limit of their respective policies, when applicable.

6.0 NOTICE

6.1 Notices. Any notice or other communication to be given under this Agreement will be in writing and will be delivered, mailed by prepaid mail, sent by facsimile or email as follows:

To: Corporation

**Transit Windsor
3700 North Service Road
Windsor, Ontario
N8W 5X2
Email: tcragg@citywindsor.ca**

**Attention: Chief Administrative Officer
Copy to: Executive Director, Transit Windsor**

To: Town

**The Corporation of the Town of LaSalle
5950 Malden Road
LaSalle, Ontario
N9H 1S4
Email: pmarra@lasalle.ca**

**Attention: Town Clerk
Copy to: Deputy CAO**

All notices and other communications will:

- (a) if delivered personally, be deemed to have been received upon receipt;
- (b) if transmitted by email, be deemed to have been given on the next business day following the day they were sent; and
- (c) if mailed, be deemed to have been given on the fifth (5th) business day following the date they were mailed.

In the event of disruption of normal postal service, notice and other communications may be made by personal delivery, or email only.

7.0 QUALITY ASSURANCE AND DISPUTE RESOLUTION

- 7.1 Transit Services Review Committee.** The parties agree to maintain the Transit Services Review Committee (the “Committee”) whose function shall be to discuss and review the operation of the Services, including resolution of issues and consideration of improvements.
- 7.2 Composition.** The Committee shall be composed of a maximum of six (6) members, consisting of three (3) employees of Transit Windsor and three (3) employees of the Town of LaSalle. The Committee may consult any other person as may be deemed appropriate by the Committee from time to time.
- 7.3 Meetings.** The Committee shall be chaired by the Executive Director of Transit Windsor. Meetings shall be held at the call of the Chair, but shall be held at least two (2) times per year. Matters for discussion shall be circulated by means of written report at least ten (10) days before the meeting at which they will be discussed.
- 7.4 First Meeting for New Term.** The first meeting of the Committee shall be held no later than December 31, 2022. At this meeting, the Committee shall establish its own procedures for calling meetings and receipt and distribution of materials.
- 7.5 311 Service Tracking.** Both parties agree that the Corporation has established a separate 311 service tracking category to receive feedback on the Services. The aggregated 311 information shall be provided to the Committee at its quarterly meetings. However, in the event the feedback received deals with an item or issue relating to the Town’s infrastructure, such information shall be provided to the Town as soon as possible, at no additional expense to the Town.
- 7.6 Notice of Dispute.** In the event of a dispute requiring resolution, the party disputing any issue shall give notice in writing to the other of the issue in dispute.
- 7.7 Internal Resolution.** The parties commit to make sincere efforts to promptly resolve any disagreements between them, at the lowest possible levels of authority and consistent with their respective rights and responsibilities and the objectives of this Agreement. If the parties cannot resolve matters between themselves, the matter shall firstly be referred to the Chief Administrative Officer of the Town and the Chief Administrative Officer of The Corporation of the City of Windsor for discussion and resolution.
- 7.8 Arbitration.** If the Chief Administrative Officers are unable to resolve the issues in dispute within sixty (60) days of notice of the dispute, such issues shall then be referred to arbitration by a single arbitrator, if the parties are able to agree on such an arbitrator. If the parties are unable to agree on a single arbitrator, then the dispute will be arbitrated by a three-arbitrator panel with each party appointing an arbitrator of its choosing and a third arbitrator being chosen by the first two. The determination of the arbitrator(s), including any determination as to the responsibility for payment of the costs of the arbitration, shall be binding on the parties and their respective successors and assigns. The provisions of the *Arbitration Act* shall govern. Notwithstanding the foregoing, the parties are not prohibited from cross-claiming against each other or issuing a third-party action against the other, as they may see fit, in the context of any insurance litigation.

8.0 GENERAL TERMS

- 8.1 No Partnership.** Nothing in this Agreement shall be construed in any way or for any purpose to create a partnership between the parties.
- 8.2 Further Assurances.** The parties shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to its full extent.
- 8.3 Assignment.** This Agreement and the rights and benefits hereunder may not be assigned by either party without the prior written consent of the other party, which consent shall be in the sole and absolute discretion of the non-assigning party.
- 8.4 Privacy.** The parties that they are subject to the *Municipal Freedom of Information and Protection of Privacy Act* (the "Act"). Subject to the provisions of the Act, each party shall use reasonable efforts to safeguard the confidentiality of any information identified as confidential, but shall not be liable in any way whatsoever to one another if such information is disclosed based on an order or decision made under the Act or any other applicable legislation, including the *Municipal Act, 2001*.
- 8.5 Force Majeure.** With the exception of the payment of monies due hereunder, no liability shall result from delay or non-performance of any obligations by the parties caused by an act of God, a terrorist act, flood, fire, tornado, war, labour unrest, equipment failure or shortage or similar circumstances beyond the reasonable control of the Town or the Corporation.
- 8.6 Interest.** Any amounts unpaid when due will bear interest from the due date until the date of payment at the prime rate declared by the Bank of Nova Scotia from time to time, plus two percent (2%).
- 8.7 Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
- 8.8 Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the transactions described. There are no verbal representations, undertakings or agreements of any kind between the parties respecting the subject matter contained in this Agreement.
- 8.9 Amendments.** No modification or amendment to this Agreement may be made unless agreed to by each of the parties in writing.
- 8.10 Severability.** In the event that any provision of this Agreement shall be invalid, illegal or unenforceable, it shall not affect the validity, legality or enforceability of any other provision of this Agreement.
- 8.11 Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns.
- 8.12 Survival.** The following terms shall survive the conclusion or other termination of this Agreement: 3.2, 3.3, 3.4, 3.5, 5.1, 5.2, 7.8, 8.4, 8.6, 8.7, 8.11.

IN WITNESS WHEREOF the parties have executed this Agreement.

) **TRANSIT WINDSOR**

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Onorio Colucci
Chief Administrative Officer

Steve Vlachodimos
City Clerk

We have authority to bind the Corporation

THE CORPORATION OF THE TOWN OF LASALLE

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Marc Bondy
Mayor

Jennifer Astrologo
Town Clerk

We have authority to bind the Town

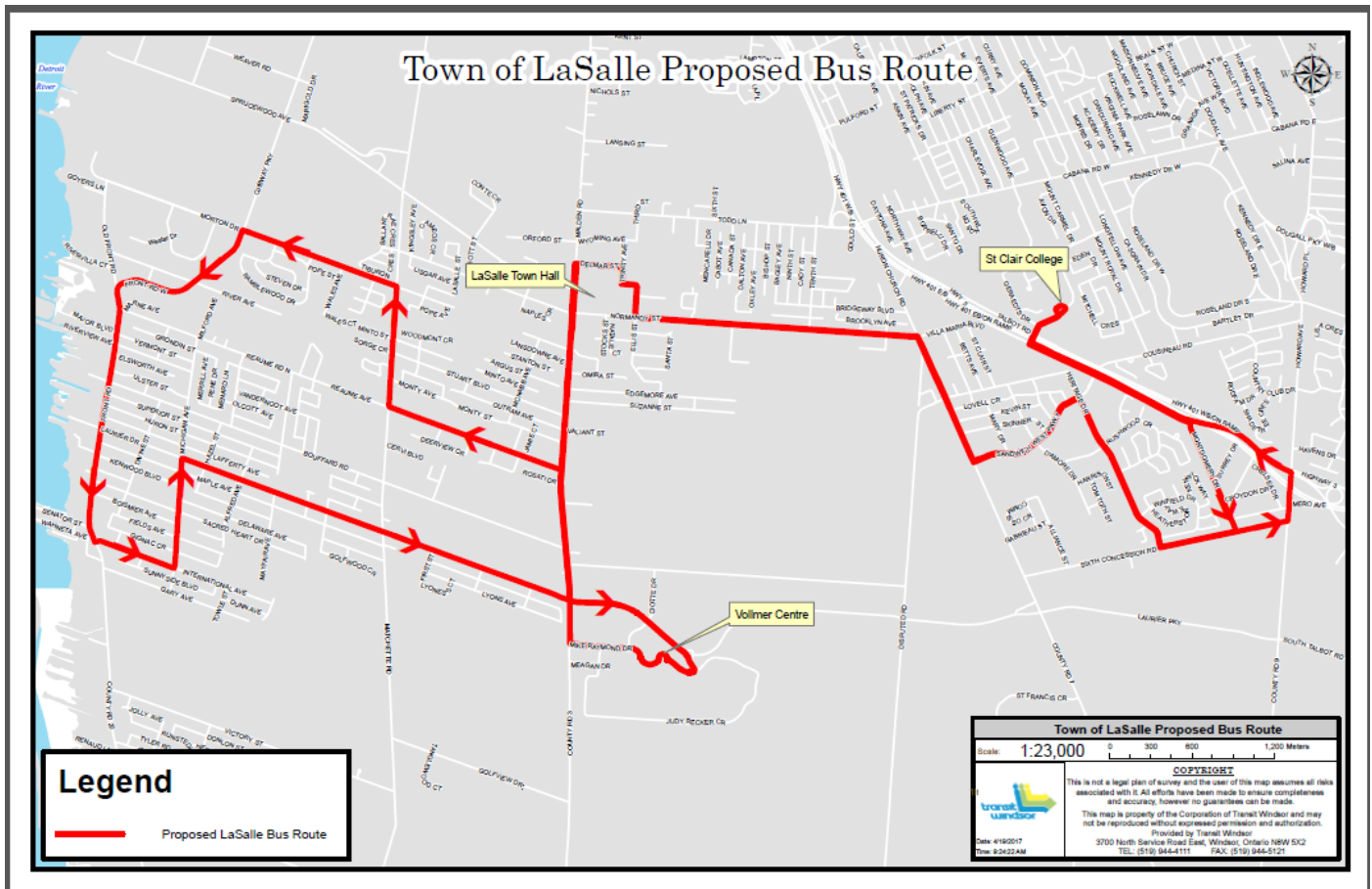
APPENDIX "A" - DESCRIPTION OF SERVICES

A.1 The Corporation shall be responsible to:

- (a) own, operate, maintain, and repair the Town Route Buses in accordance with industry standards and manufacturer-recommended schedules and processes following delivery thereof;
- (b) provide all necessary storage, maintenance, and repair facilities for the Town Route Buses and ensure that they are maintained in a clean and safe condition at all times;
- (c) clean the Town Route Buses on a daily basis and perform service as required during off-peak hours;
- (d) provide alternate buses in the event that one or both of the Town Route Buses are unavailable;
- (e) hire, train, manage, supervise, and deploy all necessary staffing to fulfil the requirements of this Agreement and ensuring that staff comply with all federal, provincial, and municipal legislation, by-laws, standards, and regulations, as well as any Town policies brought to the attention of the Corporation and any applicable collective agreement(s) in the conduct of their functions;
- (f) ensure that all Town Route Buses (including any substitutions therefor) comply with all applicable federal, provincial, and municipal legislation, by-laws, standards, and regulations, and that all safety inspections required by law are completed;
- (g) respond to all claims, demands, and legal actions arising out of any responsibility or obligation assumed by the Corporation in this Agreement;
- (h) collect and remit fares as outlined in this Agreement;
- (i) remit a monthly invoice to the Town for the cost of Services on an hourly basis and the cost of fuel;
- (j) remit an annual invoice to the Town for the Capital Repayment of the Town Route Buses;
- (k) include information about the Services on its website and publications; and
- (l) provide input, information, and advice on the Town's obligations where same is requested, including but not limited to routes, stops, advertising, and schedules.

APPENDIX "B" – LASALLE ROUTE

- B.1 Times are approximate and may vary depending on weather, road conditions, construction, obstruction, or other considerations. The route may be varied on the mutual written agreement of the parties.
- B.2 In the event that the Corporation's driver deems it unsafe to stop at a scheduled stop, that stop will not be made and the unsafe condition shall be reported to the Corporation's dispatcher for follow-up with the Town.



Weekday - Monday to Friday

Eastbound LaSalle 15							
Morton at Front Rd.	Michigan at Laurier	Vollmer	Vollmer	Malden at Delmar	Malden at Delmar	Sandwich W. Pkwy at Heritage	St. Clair
MOFR	MILA	VOLL	VOLL	MALD	MALD	SWHE	SCL
7:00	7:09	7:16	7:17	7:26	7:27	7:36	7:45
7:45	7:54	8:01	8:02	8:11	8:12	8:21	8:30
8:30	8:39	8:46	8:47	8:56	8:57	9:06	9:15
9:15	9:24	9:31	9:32	9:41	9:42	9:51	10:00
10:00	10:09	10:16	10:17	10:26	10:27	10:36	10:45
11:30	11:39	11:46	11:47	11:56	11:57	12:06	12:15
13:00	13:09	13:16	13:17	13:26	13:27	13:36	13:45
13:45	13:54	14:01	14:02	14:11	14:12	14:21	14:30
14:30	14:39	14:46	14:47	14:56	14:57	15:06	15:15
15:15	15:24	15:31	15:32	15:41	15:42	15:51	16:00
16:00	16:09	16:16	16:17	16:26	16:27	16:36	16:45
16:45	16:54	17:01	17:02	17:11	17:12	17:21	17:30
17:30	17:39	17:46	17:47	17:56	17:57	18:06	18:15
18:15	18:24	18:31	18:32	18:41	18:42	18:51	19:00

Westbound LaSalle 15								
St. Clair	Heritage at Sandwich W. Pkwy	Malden at Delmar	Malden at Delmar	Malden at Laurier	Vollmer	Vollmer	Reaume at Matchette	Morton at Front Rd.
SCL	HESW	MALD	MALD	MLLA	VOLL	VOLL	REMA	MOFR
7:05	7:14	7:20	7:21	7:26	7:29	7:34	7:40	7:45
7:50	7:59	8:05	8:06	8:11	8:14	8:19	8:25	8:30
8:35	8:44	8:50	8:51	8:56	8:59	9:04	9:10	9:15
9:20	9:29	9:35	9:36	9:41	9:44	9:49	9:55	10:00
10:05	10:14	10:20	10:21	10:26	10:29	10:34	10:40	10:45
10:50	10:59	11:05	11:06	11:11	11:14	11:19	11:25	11:30
12:20	12:29	12:35	12:36	12:41	12:44	12:49	12:55	13:00
13:50	13:59	14:05	14:06	14:11	14:14	14:19	14:25	14:30
14:35	14:44	14:50	14:51	14:56	14:59	15:04	15:10	15:15
15:20	15:29	15:35	15:36	15:41	15:44	15:49	15:55	16:00
16:05	16:14	16:20	16:21	16:26	16:29	16:34	16:40	16:45
16:50	16:59	17:05	17:06	17:11	17:14	17:19	17:25	17:30
17:35	17:44	17:50	17:51	17:56	17:59	18:04	18:10	18:15
18:20	18:29	18:35	18:36	18:41	18:44	18:49	18:55	19:00

START 1ST TRIP 5 MINS LATE AT 705 BECAUSE OF THE 5 MIN LAYOVER AT ST. CLAIR PRIOR TO EACH OF THE REMAINING TRIPS, remaining trips see 5 min layover b/w wb & eb at ST. CLAIR (beginning of wb trip)

Saturday

Eastbound LaSalle 15							
Morton at Front Rd.	Michigan at Laurier	Vollmer	Vollmer	Malden at Delmar	Malden at Delmar	Sandwich W. Pkwy at Heritage	St. Clair
MOFR	MILA	VOLL	VOLL	MALD	MALD	SWHE	SCL
7:00	7:09	7:16	7:17	7:26	7:27	7:36	7:45
8:30	8:39	8:46	8:47	8:56	8:57	9:06	9:15
10:00	10:09	10:16	10:17	10:26	10:27	10:36	10:45
11:30	11:39	11:46	11:47	11:56	11:57	12:06	12:15
13:00	13:09	13:16	13:17	13:26	13:27	13:36	13:45
14:30	14:39	14:46	14:47	14:56	14:57	15:06	15:15
16:00	16:09	16:16	16:17	16:26	16:27	16:36	16:45
17:30	17:39	17:46	17:47	17:56	17:57	18:06	18:15

Westbound LaSalle 15								
St. Clair	Heritage at Sandwich W. Pkwy	Malden at Delmar	Malden at Delmar	Malden at Laurier	Vollmer	Vollmer	Reaume at Matchette	Morton at Front Rd.
SCL	HESW	MALD	MALD	MLLA	VOLL	VOLL	REMA	MOFR
7:50	7:59	8:05	8:06	8:11	8:14	8:19	8:25	8:30
9:20	9:29	9:35	9:36	9:41	9:44	9:49	9:55	10:00
10:50	10:59	11:05	11:06	11:11	11:14	11:19	11:25	11:30
12:20	12:29	12:35	12:36	12:41	12:44	12:49	12:55	13:00
13:50	13:59	14:05	14:06	14:11	14:14	14:19	14:25	14:30
15:20	15:29	15:35	15:36	15:41	15:44	15:49	15:55	16:00
16:50	16:59	17:05	17:06	17:11	17:14	17:19	17:25	17:30
18:20	18:29	18:35	18:36	18:41	18:44	18:49	18:55	19:00

START 1ST TRIP 5 MINS LATE AT 705 BECAUSE OF THE 5 MIN LAYOVER AT ST. CLAIR PRIOR TO EACH OF THE REMAINING TRIPS, remaining trips see 5 min layover b/w wb & eb at ST. CLAIR (beginning of wb trip)

Item No. 13.1

BY-LAW NUMBER 115-2022

BEING A BY-LAW RESPECTING THE LICENSING OF SHORT-TERM RENTAL OWNERS AND TO REGULATE ALL RELATED ACTIVITY

Passed the 8th day of August, 2022.

WHEREAS Section 8(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, (the “Municipal Act”) provides that the powers of a municipality shall be interpreted broadly as to confer broad authority on a municipality to (a) enable it to govern its affairs as it considers appropriate, and (b) enhance its ability to respond to municipal issues;

AND WHEREAS Section 10(2) of the Municipal Act provides that a lower-tier municipality may pass by-laws respecting health, safety and well-being of persons, business licensing and protection of persons and property, including consumer protection;

AND WHEREAS Section 151(5) of the Municipal Act provides that a municipality may pass by-laws with respect to any activity, matter or thing for which a by-law may be passed under Sections 9, 10 and 11 as if it were a system of licences with respect to a business;

AND WHEREAS Section 391 of the Municipal Act provides for the municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS Section 425 of the Municipal Act provides for a municipality to pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Act is guilty of an offence;

AND WHEREAS Section 426 of the Municipal Act provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under the Municipal Act or under a by-law passed under the Municipal Act;

AND WHEREAS Section 429 of the Municipal Act provides for the municipality to establish a system of fines for offences under a by-law of the municipality passed under the Municipal Act;

AND WHEREAS Section 431 of the Municipal Act provides that if any by-law of the municipality is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an Order to prohibit the continuation or repetition of the offence by the person convicted;

AND WHEREAS Sections 444 and 445 of the Municipal Act respectively, provide for the municipality to make an Order requiring a person who contravenes a by-law or who causes or permits the contravention or the owner or occupier of land on which a contravention occurs to discontinue the contravening activity or do work to correct a contravention;

AND WHEREAS the Council of The Corporation of the City of Windsor deems the licensing of Short-Term Rental Owners and the regulation of all related activity to be in the interest of public safety, community well-being and nuisance control;

NOW THEREFORE the Council of The Corporation of the City of Windsor enacts this by-law to licence Short-Term Rental Owners and to regulate all related activity within the jurisdictional boundaries of the City of Windsor.

1 Applicability and Scope

1.1 This By-law applies to all:

- (a) Short-Term Rental Owners that Operate a Short-Term Rental within the jurisdictional boundaries of the City of Windsor;
- (b) Persons acting as Short-Term Rental Operators within the jurisdictional boundaries of the City of Windsor; and
- (c) Dwelling Units used as Short-Term Rentals within the jurisdictional boundaries of the City of Windsor.

1.2 This By-law does not apply to:

- (a) hotels, motels or inns;
- (b) Bed-and-Breakfast or Guest House Establishments;
- (c) accommodations rented out to tenants in accordance with the *Residential Tenancies Act, 2006*, S.O. 2006, c. 17;
- (d) retirement homes licensed under the *Retirement Homes Act, 2010*, S.O. 2010, c. 11.

2 Definitions and Interpretation

2.1 In this By-law:

“Applicant” means a Person seeking to become licensed under this By-law (i.e., become a licensee) and who, either in person or through an Authorized Agent, makes such an application;

“Authorized Agent” means a Person authorized in writing by an Applicant or licensee to act on behalf of such Applicant or licensee for the identified purpose of making an application, renewing a Licence, or otherwise complying with the provisions of this By-law;

“Bed-and-Breakfast or Guest House Establishment” means a home-based business for the temporary accommodation of the traveling public located within a single detached dwelling which is occupied on a full-time basis by the owner of such single detached dwelling or the principal shareholder (or one of them if more than one shareholder holds the greatest number of shares) of the corporation registered as the legal owner of the building, including during the time the Bed-and-Breakfast or Guest House is in operation, and shall contain at least one (1) bedroom for the exclusive use of the owner and at least two (2) accessory guest rooms for use in the Bed-and-Breakfast or Guest House operation, and shall mean and include any Bed-and-Breakfast or Guest House legally established under any predecessor by-law, but shall not include a Lodging House, Hotel, or Short-Term Rental;

“Chief Building Official” means the Chief Building Official for the City or his or her delegate;

“Chief of Police” means the Chief of Windsor Police Service, or his or her delegate.

“City” means the Corporation of the City of Windsor or any Person authorized to act on behalf of the Corporation for the purposes of exercising its powers under this By-law;

“Collection” means charging, receiving, accounting for, and remitting to the City the Municipal Accommodation Tax;

“Dwelling Unit” means a room or series of rooms of complementary use, used by an Individual Person or Individual Persons living together under a single tenancy, in which cooking, eating, living, sleeping and sanitary facilities are provided;

“Fire Chief” means the Chief of Windsor Fire and Rescue Services, or his or her delegate;

“Fire Code” means Ontario Regulation 213/07: Fire Code made under the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4 as amended;

“Individual Person” means a natural person;

“Licence” means the certificate issued under this By-law as proof of licensing under this By-law;

“Licence Commissioner” means the Licence Commissioner for the City and shall mean and include any delegate or delegates of the Licence Commissioner for the City as well as any successor position to the Licence Commissioner carrying out the responsibilities of the Licence Commissioner at the time of the passing of this By-law;

“Licensee” means a Person who has been issued and maintains a valid Licence pursuant to the terms of this By-law;

“Market”, “Marketed” or “Marketing” means offering, facilitating, or causing or permitting to offer or facilitate, directly or indirectly, the sale, promotion, canvassing, solicitation, advertising, or marketing of a Short-Term Rental, and includes placing, posting or erecting advertisements physically or online;

“Medical Officer of Health” means the Medical Officer of Health for the Municipality of Windsor, Ontario;

“Multiple Unit Dwelling” means a building or part of a building containing three or more Dwelling Units;

“Municipal Accommodation Tax” or “MAT” means the tax imposed under the City of Windsor’s Municipal Accommodation Tax By-law, as may be amended from time to time, or its successor by-law.

“Officer” means a Provincial Offences Officer or Municipal Law Enforcement Officer of the City, or any other person appointed by or under the authority of a City by-law to enforce this By-law;

“Ontario Building Code” means Ontario Regulation 332/12: Building Code made under the *Building Code Act, 1992*, S.O. 1992, c.23 as amended;

“Ontario Police Service” means a police service established in Ontario under the *Police Services Act*, R.S.O. 1990, c. P.15, as amended, or its successor legislation.

“Operate”, “Operated” or “Operating” means to rent out, provide, offer to rent out or provide, or facilitate or broker or Market or cause to be Marketed, the offer or rental, whether directly or indirectly, including, without limitation, via the internet or other electronic platform, of a Short-Term Rental and shall include a Person collecting a fee or handling payments in respect of a Short-Term Rental;

“Order” means a direction issued by the City under statutory authority, including but not limited to Orders under the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended, and the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended.

“Person” means an Individual Person, a partnership, or a corporation (including any of such corporation’s affiliates, subsidiaries or parent corporations, as the case may be) to which the context can apply and “Person” shall also include multiple Persons who, acting together, carry on the business of a Short-Term Rental business, despite the fact that no single one of those Persons carries on the activity in its entirety;

“Principal Residence” means a Dwelling Unit owned or rented by an Individual Person, either alone or jointly with others, where the Individual Person is ordinarily resident;

“Prohibited Ground” means the prohibited grounds of discrimination as provided for under the Ontario *Human Rights Code*, R.S.O. 1990, c. H.19;

“Property” means a building, and includes the lands and premises appurtenant thereto, and includes vacant property;

“Rental Period” means the span of consecutive days for which a Short-Term Rental has been rented.

“Short-Term Rental” means a Dwelling Unit or part of a Dwelling Unit used to provide temporary accommodation for a Rental Period of not more than 29 consecutive days and shall not include a hotel, motel or Bed-and-Breakfast Establishment;

“Short-Term Rental Brokerage” means any Person who facilitates or brokers or Markets or causes to be Marketed or assists in any capacity in the booking process of a Short-Term Rental reservation for others, whether directly or indirectly, including, without limitation, via the internet or other electronic platform, of a Short-Term Rental, provided such Person collects, handles or receives a payment, fee, compensation or other financial benefit as a result of, or in connection with, the Short-Term Rental;

“Short-Term Rental Operator” means a Person who has care and control, at any time and for any length of time, of a Dwelling Unit, or part thereof, that is used as a Short-Term Rental, but who is not the Short-Term Rental Owner;

“Short-Term Rental Owner” means any Person who Operates a Short-Term Rental and is either:

- (a) a registered owner of the Property, or part thereof, that is being Operated as a Short-Term Rental; or
- (b) a tenant of the Property, or part thereof, that is being Operated as a Short-Term Rental.

“Windsor Licensing Commission” means the Windsor Licensing Commission;

3 Licensing Requirements for Short-Term Rental Owners

3.1 No Person shall carry on the business of a Short-Term Rental Owner unless a Licence to do so has been obtained from the City.

3.2 Applicants for a Short-Term Rental Owner Licence must:

- (a) be Individual Persons;
- (b) have permanent residency in Canada; and
- (c) have the Property on which the proposed Short-Term Rental is located be:
 - (i) the principal residence of at least one of the Applicants;
 - (ii) located in an area that permits residential uses; and
 - (iii) be otherwise in compliance with all applicable law, including the requirements of the *Building Code Act*, 1992, S.O. 1992, c. 23 and *Fire Protection and Prevention Act*, 1997, S.O. 1997, c.4.

3.3 If the Applicant is the registered owner of the Property proposed as a Short-Term Rental, every registered owner of such Property shall be considered a joint applicant and shall be listed on the completed application form in Section 3.13(a).

3.4 If the Applicant is the tenant of the Dwelling Unit proposed as a Short-Term Rental, every tenant of such Dwelling Unit shall be considered a joint applicant and shall be listed on the completed application form in accordance with Section 3.13(a).

3.5 Applicants required, in accordance with the City’s Municipal Accommodation Tax By-law, as amended from time to time, or its successor by-law, to collect the Municipal Accommodation Tax must be registered with the City to do so prior to making an application for a licence.

3.6 Applicants or Licensees may use more than one Short-Term Rental Brokerage, but must identify each such Short-Term Rental Brokerage at

the time of application, and shall notify the Licence Commissioner in accordance with Section 4.1 if they use a further Short-Term Rental Brokerage not identified at the time of application.

- 3.7 An application shall only be made in person by the Applicant, who at the time of application shall present two (2) forms of government issued identification, one being photo and the other demonstrating proof of status in Canada, to the satisfaction of the Licence Commissioner.
- 3.8 Despite Section 3.7, an Authorized Agent of the Applicant may make the application if he or she has written authorization to do so from at least one (1) of the Applicants along with two (2) forms of government issued identification, one being photo and the other demonstrating proof of status in Canada, to the satisfaction of the Licence Commissioner.
- 3.9 If the proposed Short-Term Rental is to be located in a Multiple Unit Dwelling, the Applicants shall provide, at the time of application, a letter from the owner of such Multiple Unit Dwelling declaring that the Operation of Short-Term Rentals is permitted.
- 3.10 If the Applicants are not the registered owners of the Dwelling Unit being used as a Short-Term Rental, the application must be accompanied by a letter from the registered owner of the Dwelling Unit giving the Applicants explicit permission to use the Dwelling Unit or part thereof as a Short-Term Rental.
- 3.11 The letter in Section 3.10 shall be an original and notarized or certified by a notary public or commissioner for oaths authorized to do so under the laws of the Province of Ontario.
- 3.12 Prior to the issuance of a Licence, a copy of the application may be forwarded for a report or comments to the Medical Officer of Health, the Fire Chief, the Chief Building Official, the Chief of Police and any other departments of the City, and any other public authorities which may have an interest in the Licence application, or for such information as may be required under this By-law or any other legislation.
- 3.13 Persons presenting an application for a Short-Term Rental Owner Licence under this By-law shall submit the following:
 - (a) a completed application form or forms, signed by all Applicants;
 - (b) proof of ownership or tenancy, satisfactory to the Licence Commissioner;
 - (c) the applicable, non-refundable licence fees, as set out in Schedule 1 of this by-law;
 - (d) a Canadian government document that proves the Canadian permanent residency of at least one (1) Applicant;
 - (e) a Canadian or provincial government-issued photo identification of all Applicants;

- (f) if applicable, a Canadian government document that proves the Canadian permanent residency and a Canadian or provincial government-issued photo identification of the Authorized Agent;
 - (g) a complete Criminal Record Check for every Applicant, issued by or on behalf of an Ontario Police Service for the jurisdiction in which each Applicant resides, not more than thirty (30) days old, from the date of application submission;
 - (h) a document, that provides proof satisfactory to the Licence Commissioner, that the Property to be used as a Short-Term Rental is the principal residence of at least one of the Applicants;
 - (i) a list of all Short-Term Rental Operators at the time of application, including their contact information;
 - (j) proof, satisfactory to the Licence Commissioner, that every Short-Term Rental Owner in Section 3.13(h) and every Short-Term Rental Operator in Section 3.13(i), who is an Individual Person, is at least eighteen (18) years of age at the time of application submission;
 - (k) any other information required to be provided under this By-law or as may be requested by the Licence Commissioner.
- 3.14 Where the Licence Commissioner is of the opinion that an inspection of the Dwelling Unit or part thereof that is proposed to be used as a Short-Term Rental is required, such inspection shall be carried out in accordance with Part 12 of this By-law and no Licence shall be issued or renewed until all matters identified by the inspecting Officer have been remedied to the satisfaction of the Licence Commissioner.
- 3.15 Receipt of the application, request for renewal, or submission of the licence fee shall not constitute approval of the application for, or renewal of a Licence, nor shall it obligate the City to issue or renew any such Licence.
- 3.16 Despite Sections 3.14 and 3.15, if a Licensee has remitted the prescribed renewal fee, the Licence shall be deemed to continue until the renewal is granted or refused, subject to the Licensees' avenue for appeal under Parts 5 and 6.
- 3.17 Every Licence issued under this By-law shall expire on November 30th of the year following issuance, unless revoked or otherwise terminated under this By-law, prior to that date. When a renewal deadline expires on a Saturday, Sunday or holiday, the act or proceeding may be done or taken on the day next following that is a business day.
- 3.18 A Licence may be obtained for one-half the applicable fee as established in Schedule 1 to this By-law if the Licence is obtained on or after August 1st of the same year.
- 3.19 A Licence not renewed by the deadline day shall be deemed to have lapsed at 12:01 a.m. the following day and the Person whose name the original Licence was issued under shall not Operate a Short-Term Rental.

- 3.20 Despite Section 3.19, a Licence that has not lapsed by more than 365 days from the date of the renewal deadline may still be renewed and the Applicant shall be liable to pay the licence fee established by this By-law together with the penalty of 50% over the base fee.
- 3.21 A Licence that has lapsed more than 365 days from the date of the renewal deadline shall be deemed cancelled and no longer eligible for renewal.
- 3.22 A Licensee who Operates with a Licence that has been cancelled under Section 3.21 may not apply for a new Licence unless the outstanding renewal fee, late renewal fee and Municipal Accommodation Tax, if any is owed, has been paid.

4 Changes in Information

- 4.1 Every Applicant or Licensee shall notify the Licence Commissioner in writing within seven (7) days of any change in any information contained in the application for a Licence or renewal thereof.
- 4.2 Where the changes in Section 4.1 include a change in the legal entity of the Licensee, the existing Licence shall be cancelled and a new Licence shall be obtained by said legal entity, subject to all of the licensing requirements of this By-law.
- 4.3 Notwithstanding Section 4.2, where there is a change in any of the registered owners or tenants who are licensed as Short-Term Rental Owners, a new Licence shall be obtained by all the parties Operating or proposing to Operate a Short-Term Rental.
- 4.4 Where there is a change to a Short-Term Rental as a result of a renovation or other similar work, the Short-Term Rental Owner shall notify the Licence Commissioner, as per Section 4.1 and the Licence Commissioner may require such Short-Term Rental Owner to apply for a new Licence if such renovations or similar work are deemed to be significant.
- 4.5 Where a Short-Term Rental Owner intends to Operate a Short-Term Rental at a location different than the Dwelling Unit identified in his or her application, the existing Licence shall be cancelled and a new Licence shall be obtained before the intended Short-Term Rental may Operate.

5 Powers and Duties of the Licence Commissioner

- 5.1 The Licence Commissioner:
- (a) Shall receive and process all applications for Licences and renewal of Licences to be issued under this By-law;
 - (b) Shall coordinate the enforcement of this By-law;
 - (c) Shall perform all the administrative functions conferred upon him or her by this By-law;
 - (d) Shall make or cause to be made all investigations and inspections which he or she deems necessary to determine whether an Applicant meets the requirements of this By-law and all applicable laws;

- (e) Shall make or cause to be made a circulation, respecting each application, which may include circulation of the licence application to the Medical Officer of Health, the Fire Chief, the Chief Building Official, the Chief of Police and any other departments of the City, and any other public authorities which may have an interest in the Licence application for comment;
- (f) May issue Licences to Persons who meet the requirements of this By-law and may suspend Licences pursuant to the requirements of this By-law; and
- (g) May, where a Licence has been issued pursuant to this By-law and otherwise remains in full force and effect, renew the Licences of Persons who meet the requirements of this By-law.

5.2 Upon reviewing a Licence application, including an application for renewal of a Licence, or upon receiving information or a complaint as against a Licensee, the Licence Commissioner may, in his or her sole discretion refer the application to the Windsor Licensing Commission, to refuse to grant or revoke or suspend or place conditions on a Licence upon the following grounds:

- (a) Where there are reasonable grounds for belief that such Applicant or Licensee will not carry on or engage in the business in accordance with the law, or with integrity and honesty;
- (b) Where there are reasonable grounds for belief that the carrying on by the Applicant or Licensee of the business in respect of which the Licence is sought or held, would infringe the rights, or endanger the health or safety of, members of the public;
- (c) Where there are reasonable grounds for belief that the carrying on of the business by the Applicant or Licensee will result in non-compliance with this By-law or any other requirement or prohibition imposed by any other law;
- (d) Where there are reasonable grounds for belief that the nature, condition or use of the place or premises, or any equipment, vehicle or other personal property used or to be used by the Applicant or Licensee in the carrying on or engaging of the business would involve non-compliance with any provision of this By-law or any other law;
- (e) Where there are reasonable grounds for belief that any application or any other document or information provided by or on behalf of the Applicant or Licensee, contains a false statement or provides false information;
- (f) Where information provided to the City by or on behalf of the Applicant or Licensee, whether oral or in writing, has ceased to be accurate, and the Applicant or Licensee has not provided up-to-date accurate information to the City sufficient to allow the Licence Commissioner, or the Windsor Licensing Commission, as the case may be, to conclude the Licence should be granted or maintained as valid and subsisting;

- (g) Where a Licensee's or Applicant's insurance, as approved by the Licence Commissioner, has expired and he or she continues to carry on business for which the Licence was issued; or
 - (h) Where a Licensee or Applicant fails to comply with a request to inspect or hinders an inspection in any way;
- 5.3 The Licence Commissioner's decision under Section 5.2 shall be guided by the following considerations:
- (a) the safety, health and well-being of the community;
 - (b) the impact on neighbouring properties;
 - (c) compliance with remittance of the Municipal Accommodation Tax;
 - (d) financial impact to the City;
 - (e) consistency with the terms and conditions of any agreement between the Short-Term Rental Brokerage and the Short-Term Rental Owner, if requested by the Licence Commissioner.
- 5.4 Despite Section 5.2, a Licence shall not be issued or renewed and the Licence Commissioner shall refer the matter to the Windsor Licensing Commission where:
- (a) the Property for which the Short-Term Rental is being proposed has any outstanding unpaid penalties or fines from the City;
 - (b) any of the Applicants, within the previous five years from the date of application or renewal have been convicted of any of the following under the Criminal Code of Canada:
 - (i) homicide or manslaughter;
 - (ii) sexual offences;
 - (iii) assault offences;
 - (iv) confinement offences;
 - (v) robbery or extortion offences;
 - (vi) break and enter offences; or
 - (vii) fraud or forgery offences.
- 5.5 In the case where the Licence Commissioner refuses, revokes or suspends a Licence upon any one or more of the grounds listed in Section 5.2 of this By-law, the Applicant, or Licensee, as the case may be, may appeal the Licence Commissioner's decision to the Windsor Licensing Commission, by notifying the Licensing Commissioner, in writing of its request to appeal to the Windsor Licensing Commission no later than fourteen (14) days after the date the Licence application is refused, revoked or suspended by the Licence Commissioner.
- 5.6 In the case where the Licence Commissioner or the Applicant, or licensee, as the case may be, refer or appeal to the Windsor Licensing

Commission, the Windsor License Commission may refuse to grant, or revoke or suspend or place conditions on a Licence upon any one or more of the grounds listed in Section 5.2 of this By-law.

- 5.7 Where after a hearing, the Windsor Licensing Commission concludes that any one of the grounds set out under Section 5.2 exist, the Windsor Licensing Commission may, instead of refusing, revoking, suspending a Licence, grant a Licence or allow a Licence to continue upon such conditions as the Windsor Licensing Commission may see fit to impose, for the purpose of ensuring the proper and lawful carrying on of the business, or such other conditions, as are authorized by law.
- 5.8 No revocation or suspension of a Licence under this By-law shall be final, except after a hearing by the Windsor Licensing Commission, or after the licensee has been given the opportunity for such a hearing, in accordance with the law.
- 5.9 The Licence Commissioner may suspend a Licence where there are reasonable grounds to believe that such is required to prevent a breach of the By-law, or for any of the reasons that would form grounds for the revocation of a Licence pursuant to Section 5.2;
- 5.10 A suspension under Section 5.2 shall take effect upon service of written notice thereof to the licensee, or upon the delivery of written notice to the business premises of the licensee at the address shown on the City's records;
- 5.11 A suspension under Section 5.2 shall remain in effect for no more than fourteen (14) days from the date of service of the notice under Section 5.10;
- 5.12 Following suspension of a Licence under Section 5.2, the Licence Commissioner shall prepare a written report to the Windsor Licensing Commission, advising of the suspension and:
- (a) Recommend that the Windsor Licensing Commission hold a hearing to determine whether the suspension should continue, or be terminated, and whether the Windsor Licensing Commission should give consideration to whether or not the Licence should be revoked or otherwise dealt with pursuant to the By-law; or
 - (b) Recommend reinstatement of the Licence on the basis that the conditions leading to the suspension have been remedied; or
 - (c) Recommend that no action be taken upon the termination of the suspension.

6 Powers and Duties of the Windsor Licensing Commission

- 6.1 At any time before the Licence Commissioner shall issue or renew a Licence, or recommend to the Windsor Licensing Commission that it refuse to issue or refuse to renew a Licence, the Licence Commissioner may as he or she sees fit, or shall at the request of the Applicant, refer the application for issuance or renewal of the Licence to the Windsor Licensing Commission.

6.2 Where there is a referral to the Windsor Licensing Commission pursuant to this section, the Windsor Licensing Commission shall hold a hearing for the purpose of:

- (a) issuing or renewing the Licence;
- (b) refusing to issue or renew the Licence;
- (c) suspending the Licence;
- (d) revoking the Licence; or,
- (e) issuing or renewing the Licence with the imposition of conditions.

6.3 Where the Licence Commissioner intends to recommend to the Windsor Licensing Commission that it refuse to issue, refuse to renew, place conditions on, revoke or suspend a Licence, the Licence Commissioner shall give notice of the intended recommendation and the reasons for the intended recommendation to the Applicant or licensee as well as to such other persons, civic departments, boards, commissions, authorities and agencies having an interest in the recommendation. Under this section, notice to the Applicant or licensee shall be written notice served personally or sent by ordinary, prepaid mail addressed to the address shown on the application or Licence. The notice of the hearing shall:

- (a) contain a reason or reasons for the proposed refusal, suspension, revocation or imposition of conditions;
- (b) specify the time, place and purpose of the hearing of the Windsor Licensing Commission at which the proposed refusal, suspension or revocation will be considered;
- (c) inform the affected Applicant or the affected holder of the Licence that he is entitled to attend the hearing and make submissions regarding the proposal and that, in his absence, the Windsor Licensing Commission may proceed to consider the proposal, and the Applicant or affected holder of the Licence will not be entitled to any further notice in the proceeding;
- (d) afford the affected Applicant or the affected holder of the Licence a reasonable opportunity, before the hearing, to show or achieve compliance with all lawful requirements for the retention of the Licence; and
- (e) be given at least seven (7) days notice prior to the date of the Windsor Licensing Commission hearing.

6.4 At a hearing, the Windsor Licensing Commission:

- (a) shall afford the affected Applicant or the holder of the Licence an opportunity to make submissions in respect of the matter that is the subject of the Commission's proceedings;
- (b) shall afford any person, civic department, board, commission, authority or agency given notice under Section 6.3 of this by-law and in attendance at the hearing, or any other person in the discretion of the Commission, an opportunity to make submissions

in respect of the matter that is the subject of the Commission's proceedings;

- (c) the hearing shall be open to the public but the Commission may close a portion of the hearing for the purposes of receiving confidential legal information pertaining to the affected Applicant or licensee;
- (d) the hearing shall be open to the public but the Commission may close all or a portion of the hearing to the public if the Commission is of the opinion that intimate financial or personal matters may be disclosed of such a nature, having regards to the circumstances, that the desirability of avoiding disclosure thereof in the interests of any person affected or in the public interest, outweighs the desirability of adhering to the principle that the hearing be open to the public;
- (e) shall give due consideration to the submissions made to it;
- (f) shall take such action to refuse, suspend revoke or impose conditions on the application or Licence, or not to refuse, suspend revoke or impose conditions on the application or Licence, as the Windsor Licensing Commission considers proper in the circumstances; and
- (g) shall give notice of its decision to the Licence Commissioner, to the Applicant or to the licensee, and to any person, civic department, board, commission, authority or agency in attendance at the hearing, together with the reasons for its decision.

6.5 At the hearing, the Windsor Licensing Commission may suspend, revoke, and refuse to issue or impose conditions on any Licence under this By-law:

- (a) for any reason that would disentitle any licensee to a Licence;
- (b) where the licensee or Applicant is in breach of a condition of the Licence;
- (c) where the licensee or Applicant is in breach of any of the provisions of this By-law;
- (d) if there are reasonable grounds to believe any of the statements made on the application for issuance or renewal are false;
- (e) if, subsequent to the issuance of the Licence, a report is filed by any body which originally provided its approval that indicates that the licensee is no longer in compliance with this By-law;
- (f) upon such grounds as are set out in this By-law;
- (g) if the Applicant has outstanding fees or fines owing to the City, or if the Applicant has not paid the required application fee;
- (h) if the conduct or character of the Applicant or licensee affords reasonable grounds to believe that the Applicant or licensee will not

carry on or engage in the business in accordance with the law or with honesty and integrity;

- (i) if the geographic location of the business does not meet land use requirements or does not comply with this By-law;
- (j) if, in the case of a corporate Applicant or licensee, the conduct of its officers, directors, employees or agents affords reasonable cause to believe that the business will not be carried on in accordance with the law or with honesty and integrity;
- (k) if issuing the Licence is not in the public interest;
- (l) if a licensee's or Applicant's insurance, as approved by the Licence Commissioner, has expired and he or she continues to carry on business for which the Licence was issued; or
- (m) if a licensee or Applicant fails to comply with a request to inspect or hinders an inspection in any way.

- 6.6 A decision of the Windsor Licensing Commission refusing, suspending, revoking or imposing conditions on an application or Licence takes effect upon the rendering of such decision by the Windsor Licensing Commission. No licensee shall Operate or carry on the activity for which the Licence was issued while his Licence is under suspension.
- 6.7 The Windsor Licensing Commission shall give its decision to the Licence Commissioner within seven (7) days of the hearing.
- 6.8 The Licence Commissioner shall forthwith notify the Applicant in writing of such decision by serving a copy personally or sent by ordinary, prepaid mail addressed to the last known address for the Person appearing on the records of the City.
- 6.9 The proceedings of the Windsor Licensing Commission shall, at the request of the Applicant and upon payment of a fee determined by the Licence Commissioner, be transcribed in writing and a copy of the transcript shall be made available to the Applicant on payment of such additional fees as may be determined by the Licence Commissioner.
- 6.10 Upon receipt of a notice of the decision of the Windsor Licensing Commission suspending or revoking a Licence, the licensee shall, within twenty-four (24) hours of service of notice by certified mail or immediately if the notice is personally served, return the Licence to the Licence Commissioner and the Licence Commissioner shall have access to any premises, or other property of the licensee for the purpose of receiving or taking the same. All Licences not returned within twenty-four (24) hours of service of notice will automatically be deemed invalid.
- 6.11 No Person shall refuse to deliver a suspended or revoked Licence to the Licence Commissioner or designate or shall in any way prevent or hinder the Licence Commissioner or designate from receiving or taking the same.
- 6.12 Where a Licence is revoked, the licensee is entitled to a refund of that part of the Licence fee proportionate to the unexpired part of the term for which it was granted, such refund to be prorated on a monthly basis.

- 6.13 Where the Windsor Licensing Commission renders a decision granting the Applicant the Licence applied for, the Licence shall be issued upon the Applicant complying with the terms of this By-law and the conditions imposed on the Licence, if any, and the Applicant shall complete the application within fourteen (14) days of the decision of the Windsor Licensing Commission.
- 6.14 No Person licensed under the provisions of this by-law shall fail to maintain, on a continuous basis, the standards and requirements that were necessary to obtain the original approval of the Licence application, or have been imposed since the issuance of the Licence.
- 6.15 Decisions made by the Windsor Licensing Commission are final.

7 General Regulatory Requirements

- 7.1 No Person shall Operate a Short-Term Rental in contravention of the City's Zoning By-law, as amended, or its successor by-law, or in contravention of any other of the City's by-laws or any other applicable law.
- 7.2 No Person licensed or required to be licensed under this By-law shall charge any person, or provide services to any person, or deny service to any person, in a manner that in the opinion of the Licence Commissioner discriminates on the basis of a Prohibited Ground under the Ontario *Human Rights Code*, R.S.O. 1990, c.H.19, as amended, or is deemed by the Licence Commissioner to have the same or similar effect.

8 Regulatory Requirements for Short-Term Rental Owners

- 8.1 Every Short-Term Rental Owner shall carry on their business in accordance with the conditions of the Licence.
- 8.2 No Short-Term Rental Owner shall offer or accept multiple reservations where the proposed accommodation Rental Periods of said reservations overlap.
- 8.3 No Short-Term Rental Owner shall Operate a Short-Term Rental unless the building in which the Short-Term Rental is located is in compliance with both Ontario Building Code and Fire Code.
- 8.4 No Short-Term Rental shall be Operated in any area where a residential use is not permitted under the City's Zoning By-law, as amended, or its successor by-law.
- 8.5 No Short-Term Rental Owner shall allow any Person to Operate his or her Short-Term Rental unless such Person has been registered with the City as per Sections 3.13(i), 3.13(j) and Section 8.6.
- 8.6 Every Short-Term Rental Owner shall ensure that the list of Short-Term Rental Operators relating to the Short-Term Rental is up-to-date and accurate in accordance with Section 4.1.
- 8.7 Notwithstanding the requirements under Section 3.13 (i) and Section 8.6, every Short-Term Rental Owner shall be fully responsible for any and all decisions and actions governed by this By-law, including those taken by a Short-Term Rental Operator, whether or not such individual has been identified as such by the Short-Term Rental Owner and whether or not

such individual was granted explicit permission or authority to make such decisions or take such actions.

- 8.8 Every Short-Term Rental Owner shall post the Licence supplied by the City at the time of issuance or renewal in a conspicuous place visible from the outside of the Dwelling Unit, on, or as near as possible to, the main entrance to the Short-Term Rental.
- 8.9 No Person shall Operate a Short-Term Rental within the jurisdictional boundaries of the City without:
- (a) having registered with the City for purposes of collecting the Municipal Accommodation Tax in accordance with the City's Municipal Accommodation Tax By-law, as amended, or its successor by-law; and
 - (b) being current on all Municipal Accommodation Tax Collection requirements to the City.
- 8.10 No Short-Term Rental Owner shall hold, advertise, permit, or otherwise allow any occupancy that exceeds the maximum under either the Ontario Building Code or Fire Code, or which may otherwise pose a hazard or public nuisance, as determined by the Licence Commissioner.
- 8.11 No Short-Term Rental Owner shall use or permit his or her Short-Term Rental to be used for the carrying on of a party for which an entrance fee is advertised or otherwise charged.

9 Regulatory Requirements for Short-Term Rental Operators

- 9.1 No Short-Term Rental Operator shall Operate a Short-Term Rental unless he or she is registered with the City for that purpose by the Short-Term Rental Owner, in accordance with Section 3.13(i) and Section 8.6.
- 9.2 Every Short-Term Rental Operator registered in accordance with Section 3.13(i) and Section 8.6 and who is an Individual Person shall be at least eighteen (18) years of age at the time of registration.
- 9.3 Every Short-Term Rental Operator shall be required to identify him or herself upon request by an Officer or any other person authorized to administer or enforce this By-law.

10 Administrative Matters

- 10.1 Any notice or other information required or authorized to be forwarded, given or served under this By-law is sufficiently given if delivered personally or sent by ordinary, prepaid mail addressed to the Person to whom delivery is required to be made at the address shown on the application or at last address shown or appearing on the records of the City and in the case of a corporation shall include delivery personally or by ordinary prepaid mail delivered to any Individual Person who acts or appears to act for the benefit of such corporation, including a sales or customer service representative or an Individual Person employed or contracted by such corporation who is located at the premises of such corporation or any of such corporation's affiliates, subsidiaries or parent corporations, as the case may be.

- 10.2 Where service is effected by ordinary prepaid mail, it shall be deemed to be made on the fifth (5th) day after the date of mailing, unless the Person on whom service is being made establishes to the satisfaction of the Licence Commissioner, that he or she did not, acting in good faith, through absence, accident, illness or other cause beyond his or her control, receive the notice or Order until a later date.
- 10.3 For the purposes of Section 23.2(4) of the Municipal Act, it is the opinion of Council that the powers delegated to the Licence Commissioner, the Windsor Licensing Commission pursuant to this By-law are of a minor nature.
- 10.4 The Licence Commissioner, on behalf of the City, may enter into a data sharing agreement with a Short-Term Rental Brokerage for the purposes of collection and disclosure of information required under this By-law.

11 Enforcement

- 11.1 The provisions of this By-law may be enforced by an Officer.
- 11.2 An Officer who has reasonable grounds to believe that a Person has contravened any provision of this By-law may require that Person provide identification to the Officer.
- 11.3 Any information provided to the Officer under Section 11.2 is presumed to be correct and accurate and is admissible in any proceeding.
- 11.4 All Persons who are required by an Officer to provide identification under Section 11.2 shall provide such identification to the Officer. Failure to provide sufficient or correct and accurate identification shall constitute an offence as set out under Section 11.6 of this By-law.
- 11.5 An Officer may issue an Order to any Person governed by the provisions of this By-law, directing such Person to:
- (a) discontinue a contravening activity; or
 - (b) do work to correct a contravention.
- 11.6 Failure to comply with an Order under Section 11.5 is an offence and every Person named in such Order shall be subject to penalties and remedies prescribed under this By-law.
- 11.7 No Person shall hinder or obstruct, or attempt to hinder or obstruct, an Officer who is exercising a power or performing a duty under this By-law.

12 Powers of Entry and Inspection

- 12.1 Officers, and any person acting under their direction, may, at any reasonable time or at any time when there are reasonable grounds to believe that a contravention of this By-law is occurring or alleged to be occurring and subject to applicable law, enter onto any Property to determine if the provisions of this By-law are being complied with.
- 12.2 Officers are authorized, for the purposes of an inspection to determine and enforce compliance with the By-law, to:

- (a) enter, at any reasonable time, onto any Property, other than a Dwelling Unit unless authorized by the occupier of such Dwelling Unit or under the authority of a warrant issued by a court of competent jurisdiction;
- (b) require any Person to produce for inspection any substance, equipment, documents, or other things relevant to the alleged offence or inspection;
- (c) alone or in conjunction with persons possessing special or expert knowledge, make examinations, take tests, obtain samples, and/or make audio, video and/or photographic records relevant to the alleged offence or inspection; and/or
- (d) require information from any Person concerning the alleged offence or inspection.

13 Offences and Penalties

13.1 Every Person who contravenes a provision of this by-law or direction provided by an Officer in order to achieve compliance shall be guilty of an offence and upon conviction shall be liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, C. P.33, and as set out below:

- (a) Upon a first conviction, a fine of not less than \$500 and not more than \$5,000.00.
- (b) Upon a second or subsequent conviction, a fine of not less than \$500.00 and not more than \$10,000.00.
- (c) Upon conviction for a multiple offence, for each offence included in the multiple offence, a fine of not less than \$500.00 and not more than \$10,000.00.
- (d) Upon a first conviction, where the Person is a corporation, a fine not less than \$500.00 and not more than \$100,000.00.
- (e) Upon a second or subsequent conviction, where the Person is a corporation, a fine of not less than \$500.00 and not more than \$100,000.00.
- (f) Upon conviction for a multiple offence, for each offence included in the multiple offence and where the Person is a corporation, a fine of not less than \$500.00 and not more than \$100,000.00.

13.2 Upon the conviction of a Short-Term Rental Owner, for which the offence or offences relate to the carrying on of a party and for which an entrance fee was advertised or otherwise charged, a special fine, in addition to any other applicable fines, equivalent to the number of participants estimated by the Licence Commissioner to have attended multiplied by the amount advertised or charged per person.

14 Collection of Unpaid Penalties and Fines

14.1 Where a fine is in default, the City may proceed with civil enforcement against the Person upon whom the fine has been imposed, pursuant to the *Provincial Offences Act*, R.S.O 1990, Chapter P.33.

15 Continuation, Repetition Prohibited by Order

- 15.1 The court in which a conviction has been entered, and any court of competent jurisdiction thereafter, may make an Order prohibiting the continuation or repetition of the offence by the Person convicted, and such Order shall be in addition to any other penalty imposed on the Person convicted.

16 Evidentiary Requirements

- 16.1 A court or the Windsor Licensing Commission may, in the absence of evidence to the contrary, infer that a listing on the platform of a Short-Term Rental Brokerage or a public advertisement to the effect, and by any means, is proof that the premises or part thereof is being rented or offered for rent as a Short-Term Rental. For greater certainty, a witness need not possess special or expert knowledge for the court or the Windsor Licensing Commission to make any such inference.

17 Severability

- 17.1 If any provision or part of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

18 Short Title

- 18.1 This by-law may be cited as the Short-Term Rental By-law.

19 Force and Effect

- 19.1 This By-law shall come into force on the 8th day of August of 2022.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

BY-LAW NUMBER 116-2022

A BY-LAW TO AUTHORIZE THE DELEGATION OF AUTHORITY TO CHIEF ADMINISTRATIVE OFFICER FOR THE PURPOSE OF APPROVING COMMUNITY IMPROVEMENT PLAN AND HERITAGE GRANT APPLICATIONS BETWEEN AUGUST 19, 2022 AND NOVEMBER 15, 2022 (THE “LAME DUCK PERIOD”)

Passed the 8th day of August, 2022.

WHEREAS subsections 275(1) and 275 (3) (d) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, (the “Act”), provide that if one of the triggering events identified in subsection 275(1) of the Act comes about and Council becomes a “Lame Duck Council”, the Council of a municipality shall not make any expenditures or incur any other liability which exceeds \$50,000 after the first day during the election for a new Council to the date of the new Council taking office following the election;

AND WHEREAS subsection 275(6) of the Act provides that the above identified provisions do not prevent any person or body exercising any authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council;

AND WHEREAS the Council of The Corporation of the City of Windsor (“Corporation”) deems it expedient to delegate to the Chief Administrative Officer authority to approve Community Improvement Plan and Heritage grant applications, and execute any agreements associated with such approvals.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. In this By-law

Community Improvement Plan or CIP means any one of the Economic Revitalization CIP, Downtown Windsor Enhancement Strategy and CIP, Brownfield Redevelopment CIP, Sandwich Town CIP, Main Streets Building Facade CIP, Ford City CIP, University Avenue West or Wyandotte Avenue West CIP.

Heritage means any one of the Community Heritage Fund, Built Heritage Fund, and Heritage Property Tax Reduction Program.

2. That Council delegates to the Chief Administrative Officer authority to approve Community Improvement Plan and Heritage grant applications, during the time period commencing on August 19, 2022 and ending on November 15, 2022.

3. That the Chief Administrative Officer and Clerk are hereby authorized to execute any agreement on behalf of the Corporation associated with such approved applications by the Chief Administrative during the time period commencing on August 19, 2022 and ending on November 15, 2022,
4. That Paragraphs 2 and 3, above, shall only take effect if the Council of the Corporation becomes a Lame Duck Council by virtue of any of the events described in s. 275(1) of the Act.
5. This by-law shall come into force and take effect after the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

BY-LAW NUMBER 117-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 8th day of August, 2022.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

443. EAST SIDE OF JOSEPHINE AVENUE, BETWEEN WYANDOTTE STREET WEST AND ROONEY STREET

For the lands comprising of Part of Lot 24, Registered Plan 1148 and Part of Lot 17, Registered Plan 1042, a *semi-detached dwelling* shall be an additional permitted use and the following additional provisions shall apply to a *semi-detached dwelling*:

- a) Lot Width – minimum 12.0 m
- b) Lot Area – minimum 371.0 m²
- c) Lot Coverage – maximum 48.0%
- d) Main Building Height – maximum 10.0 m
- e) Front Yard Depth - minimum 6.0 m
- f) Rear Yard Depth – minimum 2.70 m
- g) That the rear *wall* of the *main building* shall extend eastward from Josephine Avenue a maximum of 24.5 m
- h) Side Yard Width - minimum 1.20 m

[ZDM 3; ZNG/6703]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	3	Part of Lot 24, Registered Plan 1148 and Part of Lot 17, Registered Plan 1042 (known municipally as 716 Josephine Avenue; Roll No. 050-300-01500; east side of Josephine Avenue, between Wyandotte Street West and Rooney Street)	--	S.20(1)443

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

BY-LAW NUMBER 118-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 8th day of August, 2022.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law Number 8600 is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of the by-law and made part thereof, so that the zoning district symbol of the lands described in Column 3 shall be changed from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	7	LT 20 and N PL 21, PL 719 (PIN 011260235), situated on the east side of Drouillard Road on the block between Reginald Street and Alice Street (known municipally as 1646-1648 Drouillard Road; Roll # 010-290-13900.)	N/A	CD2.2	CD2.2

2. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

394. **EAST SIDE OF DROUILLARD ROAD BETWEEN REGINALD STREET AND ALICE STREET**

For the lands comprising Lot 20 and North Part Lot 21, Plan 719; Windsor (PIN 11260235), known municipally as 1646-1648 Drouillard Road, a *multiple dwelling* shall be an additional permitted use and the following additional provisions shall apply to a *multiple dwelling*:

- a) The maximum number of *dwelling units* shall be 4.
- b) Section 15.2.5.9 shall not apply.
- c) Section 15.2.5.15 shall not apply.

[ZDM 7; ZNG/6659]

3. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
2	7	LT 20 and N PL 21, PL 719 (PIN 011260235), situated on the east side of Drouillard Road on the block between Reginald Street and Alice Street (known municipally as 1646-1648 Drouillard Road; Roll # 010-290-13900.)	N/A	S.20(1) 394

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

BY-LAW NUMBER 119-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 8th day of August, 2022.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law Number 8600 is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of the by-law and made part thereof, so that the zoning district symbol of the lands described in Column 3 shall be changed from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	4	Lots 8 to 10 and Lots 11 and 12 on Plan 50, Block D (Roll No. 020-230-12500 and 020-230-12600; situated on the west side of California Avenue between Davis Street and Giradot Street)	-	RD1.3	RD2.2

2. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

“450 WEST SIDE OF CALIFORNIA AVENUE, BETWEEN DAVIS STREET AND GIRADOT STREET

- For lands comprising Lots 8 to 10 and Lots 11 and 12 on Plan 50, Block D, for a *Townhome Dwelling* the following additional provisions shall apply:
 - Lot Width – minimum - 19.0 m
 - Side Yard Width – minimum - 1.23 m
 - A flat roof, a roof having a slope of less than 20.0 degrees, or a roof with at least two contiguous slopes, where the lowest slope is greater than the uppermost slope, are prohibited.

[ZDM 4; ZNG/6484]”;

3. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	4	Lots 8 to 10 and Lots 11 and 12 on Plan 50, Block D (Roll No. 020-230-12500 and 020- 230-12600; situated on the west side of California Avenue between Davis Street and Giradot Street)	-	S.20(1)450

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

BY-LAW NUMBER 120-2022

A BY-LAW TO APPROVE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") FOR THE LONG-TERM BORROWING FOR FINANCING A CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR ("CITY") AND TO AUTHORIZE THE ENTERING INTO OF A RATE OFFER LETTER AGREEMENT PURSUANT TO WHICH THE CITY WILL ISSUE DEBENTURES TO OILC

Passed the 8th day of August, 2022.

WHEREAS section 5 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended (the "Act") provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the council of the City (the "Council") has authorized the capital work described in column (2) of Schedule "A" ("Capital Work") in the amount of the estimated expenditure set out in column (3) of Schedule "A", subject to approval by OILC of the long-term financing for such Capital Work requested by the City in the Application as hereinafter defined;

AND WHEREAS before the Council approved the Capital Work in accordance with section 4 of Ontario Regulation 403/02 (the "Regulation"), the Council had its City Treasurer calculate an updated limit in respect of its then most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the "Updated Limit"), and, on the basis of the authorized estimated expenditure for the Capital Work as set out in column (3) of Schedule "A" (the "Authorized Expenditure" for such Capital Work), the City Treasurer calculated the estimated annual amount payable in respect of the Capital Work and determined that the estimated annual amount payable in respect of the Capital Work did not cause the City to exceed the Updated Limit, and accordingly the approval of the Ontario Land Tribunal pursuant to the Regulation, was not required before the Capital Work was authorized by the Council;

AND WHEREAS subsection 401(1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS OILC has invited Ontario municipalities desirous of obtaining long-term debt financing in order to meet capital expenditures incurred on or after the year that is five years prior to the year of an application in connection with eligible capital works to make application to OILC for such financing by completing and submitting an application in the form provided by OILC;

AND WHEREAS the City is in the process of submitting an application to OILC to request financing for the Capital Work by way of long-term borrowing through the issue of debentures to OILC, substantially in the form of Schedule "B" hereto and forming part of this By-law (the "Application");

AND WHEREAS OILC has accepted and has approved or will notify the City only if it accepts and approves the Application, as the case may be;

AND WHEREAS at least five (5) business days prior to the passing of the debenture by-law in connection with the issue of Debentures as defined below, OILC will provide the City with a rate offer letter agreement substantially in

the form as provided to the City on or prior to the date of this By-law (the "Rate Offer Letter Agreement");

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. Council hereby confirms, ratifies and approves the execution by the City Treasurer of the Application and the submission by such authorized official of the Application and any other documents, duly executed by such authorized official, to OILC for the long-term financing of the Capital Work in the maximum principal amount of \$45,000,000, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.
2. The Mayor and the City Treasurer are hereby authorized to execute and deliver for and on behalf of the City the Rate Offer Letter Agreement under the authority of this By-law in respect of the Capital Work on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.
3. Subject to the terms and conditions of the Rate Offer Letter Agreement, the Mayor and the City Treasurer are hereby authorized to long-term borrow for the Capital Work and to issue debentures to OILC on the terms and conditions provided in the Rate Offer Letter Agreement (the "Debentures"); provided that the principal amount of the Debentures issued in respect of the Capital Work does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule "A" in respect of such Capital Work.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the City is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the City, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the City, amounts not exceeding the amounts that the City fails to pay to OILC on account of any unpaid indebtedness of the City to OILC under the Debentures (the "Obligations") and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. For the purposes of meeting the Obligations, the City shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Debentures issued pursuant to the Rate Offer Letter Agreement, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
6. (a) The Mayor and the City Treasurer are hereby authorized to execute and deliver the Rate Offer Letter Agreement, and to issue the Debentures, one or more of the City Clerk and the City Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the City in order to perform the terms and conditions that apply to the City as set out in the Rate Offer Letter Agreement, to perform the Obligations of the City under the Debentures and to carry out the issuance of the Debentures, and the City Treasurer or the City Clerk is authorized to affix the City's municipal seal to any such documents and papers.

(b) The money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that

money, after providing for the expenses related to the issue of the Debentures, if any, shall be apportioned and applied to the Capital Work and to no other purpose except as permitted by the Act.

7. This By-law shall come into force and takes effect on the date of its final passing.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

Appendix "A"

(Capital Work)

(1)	(2)	(3)	(4)
<u>Capital Work Project ID Number/By-law No.</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Loan Amount</u>
7221053	Land acquisitions Point East	\$45,000,000	\$45,000,000
76-2022	Development		

Webloans Loan Application PDF

Application for

Windsor, The Corporation of The City of

Projects

SIT Project ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
1 0	Municipal Land Acquisition	05/30/2022	08/31/2022	\$45,000,000.00	45,000,000.00

Details of Project Municipal Land Acquisition

Project Category Municipal Other Infrastructure

Work Type Administration

Project Name Municipal Land Acquisition

Construction/Purchase Start 05/30/2022

Construction/Purchase End 08/31/2022

Energy Conservation ☐

Project Address 1 Banwell/EC Row

Project Address 2

City / Town Windsor

Province ON

Postal Code

Description

On October 18, 2021, LG Corporation and Stellantis announced that they had entered into a memorandum of understanding to form a joint venture (JV) to produce battery cells and modules for North America that would enable Stellantis to realize its goal of 40% of its sales in the U.S. comprised of electrified vehicles. LG Energy Solutions (LGES), a subsidiary of LG Corporation, expressed interest in investing a landmark \$4-5 billion to construct a 4.0 million sq. ft. facility to establish a battery manufacturing facility on ~200 acres of land which will require up to 2,500 local employees by 2025/2026. The companies have formed a joint venture called NextStar Energy Inc. On March 23, 2022 an announcement was made with regards to the City of Windsor being selected to become home to the first Large-Scale Electric Vehicle Battery Plant in Canada. The development is proposed to be located immediately west of Banwell Road and south of EC Row. The City required a capital municipal land acquisition of a number of privately held parcels with an intent to lease consolidated land to NextStar Energy Inc. The City previously owned 42.4 acres, and the land acquisition project involved the acquisition of parcels forming the additional 181.6 acres

Comments and/or Special Requests

Project Life Span (Years)

100

Project Financial Information

Project Cost (A)

\$45,000,000.00

Other Project Funding / Financing (B):

Other Project Funding/Financing Total (B)

\$0.00

OILC Loan Amount (A-B)

\$45,000,000.00

Only include long-term borrowing in this section. If you anticipate that you will require short-term financing during the construction phase of the project, the information will be gathered as part of the Financing Agreement.

Required Date	Amount	Term	Type
09/30/2022	\$45,000,000.00	30	Amortizing
Long-term Borrowing Total	\$45,000,000.00		

Debt and Re-payments Summary

Has there been any new/undisclosed debt acquired since last FIR was submitted?

☐ Yes ☒ No

Please describe any re-financing plans for any existing "interest only" debt, if applicable.

Non Re-payments of Loans or Debenture

In the last 10 years, has the borrower ever failed to make a loan payment or debenture repayment on time to any lender, including the Provincial Government?

If yes, please provide details.

OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation	100.00
User Fees	0.00
Service Charges	0.00
Development Charges	0.00
Connection Fees	0.00
Repayment Subsidies	0.00
Other	
Total	100.00%

Documentation and Acknowledgements

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

To obtain templates for documents see listed below.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certificate and sealed copy of OILC template By-law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)

☒ I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

Please note: OILC retains the right to request and review any additional information or documents at its discretion.

Confidential Information

OILC is an institution to which the Freedom of Information and Protection of Privacy Act (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

Infrastructure Ontario

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BY-LAW NUMBER 121-2022

A BY-LAW TO DELEGATE AUTHORITY TO THE OUTGOING COUNCIL TO
PASS BY-LAW(S) TO AUTHORIZE THE ISSUE OF DEBENTURES FOR A
CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR
("CITY")

Passed the 8th day of August, 2022.

WHEREAS section 5 of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended (the "Act") provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS subsection 401 (1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS paragraph 6 of subsection 270 (1) of the Act provides that a municipality shall adopt and maintain a policy in respect of the delegation of its powers and duties and The Corporation of the City of Windsor (the "City") has adopted and is maintaining such a policy;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS subsection 275 (1) of the Act provides that the council of a municipality shall not take any action described in subsection 275 (3) of the Act after the first day during the election for a new council on which it can be determined that one of the following applies to the new council that will take office following the election:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.
2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.
3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council.

AND WHEREAS subsection 275 (2) provides that if a determination under subsection 275 (1) of the Act is made,

- (a) after the nomination day but before the voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or

(b) after the voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation.

AND WHEREAS, in summary, it is only when it becomes mathematically impossible for three-quarters of the members of the outgoing council to be re-elected will the council be subject to the limitations contained in subsection 275 (3) of the Act and this may occur as early as the nomination day, or as late as the announcement of the results after the voting day;

AND WHEREAS subsection 275 (3) of the Act provides that the actions referred to in subsection 275 (1) of the Act are,

(a) the appointment or removal from office of any officer of the municipality;

(b) the hiring or dismissal of any employee of the municipality;

(c) the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and

(d) making any expenditures or incurring any other liability which exceeds \$50,000;

AND WHEREAS subsection 275 (4) of the Act provides that clauses 275 (3) (c) and 275 (3) (d) do not apply if the disposition or liability was included in the most recent budget adopted by the council before the nomination day in the election;

AND WHEREAS subsection 275 (6) of the Act provides that nothing in section 275 prevents any person or body from exercising any authority of a municipality that is delegated to the person or body prior to the nomination day for the election of the new council;

AND WHEREAS the council of the City (the “Council”) has authorized a capital work of the Municipality being the “Point East Development” and the issue of debentures therefor (“Capital Work”) and may desire to issue debentures for the Capital Work during the period of time from the nomination day on August 19, 2022 until November 14, 2022, in light of the fact that the new term of Council commences on November 15, 2022 (the “Period”);

AND WHEREAS there is concern that a determination may be made under subsection 275 (1) of the Act that it is mathematically impossible for three-quarters of the members of the outgoing Council to be re-elected in which case the Council shall not take any action described in subsection 275 (3) of the Act after the first day during the election for a new Council unless the Council has delegated authority in accordance with subsection 275 (6) of the Act;

AND WHEREAS it has been determined that it is advantageous to secure long-term financing for the Capital Work before or during the Period and to issue debentures to Ontario Infrastructure and Lands Corporation (“OILC”) during the Period, pursuant to:

(i) one or more OILC Debenture Term Sheets issued under one or more Financing Agreements; and/or

(ii) one or more rate offer letter agreements issued under one or more Applications to request financing for the Capital Work,

upon such terms and conditions, including the applicable interest rate(s), as the City Treasurer deems expedient.

THEREFORE, the Council of The Corporation of the City of Windsor enacts as follows:

1. In the event that a determination is made under subsection 275(1) of the Act based on which Council is prohibited from taking any action described in subsection 275(3) of the Act, at any time during the Period, the outgoing Council is hereby authorized to pass a by-law or by-laws, as the case may be, to authorize long-term borrowing through one or more issues of debentures in respect of the Capital Work and the outgoing Council is hereby authorized during the Period to pass any by-laws to authorize one or more issues of debentures provided that such by-law(s) and the debentures issued thereunder ("Debentures") shall be in compliance with the terms and conditions set out in the OILC Debenture Term Sheets and/or in the rate offer letter agreement(s) that the City enters into to secure long-term financing for the Capital Work.
2. For purposes of fulfilling the obligations of the City in respect of the Debentures, the City shall, in accordance with the Act, provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Debentures, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
3. In the event that a determination is made under subsection 275(1) of the Act based on which the Council is prohibited from taking any action described in subsection 275(3) of the Act, at any time during the Period, any one or more of the Mayor and the City Treasurer are hereby authorized to cause the Debentures to be issued, the City Clerk and the City Treasurer are hereby individually or jointly authorized to generally do all things and to execute all other documents and papers in the name of the City in order to carry out the issuance of the Debentures, and the City Treasurer or the City Clerk is authorized to affix the City's municipal seal to any such documents and papers.
4. For greater certainty, Council hereby delegates to the outgoing Council authority to pass any by-laws during the Period deemed to be necessary or appropriate in connection with the issuance of Debentures in respect of the Capital Work in accordance with this By-law and the Act.
5. This By-law shall come into force and takes effect on the date of its final passing.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

Item No 13.8

BY-LAW NUMBER 122-2022

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 8th DAY OF AUGUST, 2022

Passed the 8th day of August, 2022.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - August 8, 2022
Second Reading - August 8, 2022
Third Reading - August 8, 2022

Item No. 18.1



Council Questions: SCM 214/2022

Subject: Summary of Outstanding Council Questions as of August 2, 2022

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”

Outstanding:

2016 – 1
2017 – 1
2019 – 3
2020 – 8
2021 – 12
2022 – 9

2016

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Comm. Economic Development & Innovation	CQ10-2016 Asks that administration report back on best practices from other cities regarding metered on-street accessible parking AND to provide feasibility and cost of implementing free metered parking for residents with Accessible Parking Permits. ST2016 (February 22, 2016)	Type of Response Required -Written Report CR414/2019 ETPS691 Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Chief Administrative Officer	CQ36-2017 Asks that Administration report back on the 100 resilient cities program which is funding the position of a Chief Resiliency Officer in 4 Canadian cities – and report back on cost and benefits of establishing the position of a Chief Resiliency Officer both in Windsor and regionally. AS/8286 (September 5, 2017)	Type of Response Required -Written Report

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Chief Administrative Officer	<p>CQ 7-2019</p> <p>Asks that in light of the recent announcement from FCA to eliminate the third shift at the Windsor Assembly Plant and understanding the gravity of the economic impact to our community where as many as 10,000 jobs may be lost or affected, that Administration develop a proposal for Council's review that could incent FCA to consider the possibility of introducing a new product into the Windsor Assembly Plant Facility. In doing so Administration should consider how existing City of Windsor economic development programs could be applied or amended to create a proposal that can help to protect the jobs now at risk both at the Windsor Assembly Plant and across the community generally.</p> <p>SPL/10759 (April 15, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Holt	Comm. Infrastructure Services	<p>CQ 12-2019</p> <p>Asks that Administration update Council on the Residential Parking Permit Policy, outlining how it can be improved, whether it is accomplishing its stated goals, and recommending changes in the policy to better serve residents in areas with high demand for on-street parking.</p> <p>ST2019 (May 6, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>Referred back to Admin CR445/2021</p>
Gignac	Comm. Community Services	<p>CQ 16-2019</p> <p>Asks that Administration prepare a maintenance plan for East Bank of Little River where resident delegations identified a noxious, invasive plant (weed) issue.</p> <p>SR2019 (July 8, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR655/2020 Additional info requested.</p>

Total Outstanding: 8

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Comm. Human Health & Services and Comm. Economic Development & Innovation	<p>CQ 4-2020</p> <p>That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed.</p> <p>SS2020 (February 3, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kaschak	Comm. Economic Development & Innovation	<p>CQ 7-2020</p> <p>Asks that if Council decides to move forward with reducing the speed limit to 40 km/h on all city residential streets, that administration advise of the timelines and cost to implement this across the city.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR169/2021 Referred to Admin.</p>
Francis	Chief Administrative Officer	<p>CQ8-2020</p> <p>Asks Administration to prepare a report for Council's consideration regarding new initiatives, put in place to battle Covid19, that can remain in place to increase safety measures, efficiencies, environmental measures and cost savings moving forward. These measures might include paperless agendas and digital participation in meetings of council, among others.</p> <p>MH/13786 (April 27, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Bortolin	Executive Director Human Resources	<p>CQ15-2020</p> <p>Ask that administration prepare a report outlining costs and procedures to begin collecting and reporting on data across the corporation tied to visible minority population. This data will be used to help guide future policy decisions and be shared for public consumption. Using other municipalities as comparators and also include any agencies in which the data is tied to. Also, look to connect with the Community Safety & Wellbeing initiative to see where overlapping efforts can be made to share data across the corporation.</p> <p>GM2020 (July 13, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Costante	Executive Director Human Resources	<p>CQ17-2020</p> <p>It is important that we recognize and acknowledge the historic and systemic nature of racism and discrimination in our country and our City. We understand that to move forward and promote equity and eliminate anti-racism requires reaching out to and hearing from the voices of those in our community and Corporation most impacted by discrimination and racism.</p> <p>In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that everyone is treated with respect. As such, I am seeking the input and recommendations of Administration and our Diversity Advisory Committee on the viability of:</p> <ol style="list-style-type: none"> 1.Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative. 2.Seeking the input of those in our Corporation and related entities and our community most affected by racism and discrimination, regarding barriers to hiring and advancement in our Corporation and related entities as part of the Diversity and Inclusion Initiative. 3.Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future. <p>APM2020 (July 13, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
McKenzie	Comm. Economic Development & Innovation	<p>CQ21-2020</p> <p>That given the significant cluster of developments through the Howard Avenue corridor between Cabana and South Cameron and increasing concerns among current residents around the capability of the municipal infrastructure directly impacted to support these developments, that Administration prepare a report evaluating those capacities and what if any appropriate investments should proceed in order to accommodate the new developments. The analysis should include a consolidated traffic impact study, an analysis of the condition of the</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		<p>roadway, the need for traffic management infrastructure and/or traffic calming as well as active transportation capacities or deficiencies.</p> <p>ST2020 (July 27, 2020)</p>	
McKenzie	Comm. Economic Development & Innovation	<p>CQ32-2020</p> <p>That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy.</p> <p>SRT2020 (December 7, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Sleiman	Comm. Economic Development & Innovation	<p>CQ33-2020</p> <p>I ask the City Administration to report back with a written report outlining the number of days it takes to get a building permit and compare it to other municipalities of similar size. I also ask Administration to devise methods of improving the speed of the permitting process.</p> <p>SB2020 (December 7, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Total Outstanding: 12

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Holt	Comm. Economic Development & Innovation	<p>CQ 3-2021</p> <p>Ask that Administration conduct a parking assessment of the 9 BIAs with the goals of providing enough on/off-street parking to satisfy the business needs without patrons spilling into abutting residential neighbourhoods. If land acquisitions are deemed necessary to fulfil these needs with the construction of additional off-street municipal lots, plan and prioritise individual needs.</p> <p>ST2021 18.4 (March 8, 2021)</p>	<p>Type of Response Required -Written Report</p> <p>Referred to 2023 Budget Deliberations</p>
Gignac	Executive Director of Human Resources	<p>CQ 7-2021</p> <p>Asking Administration to provide a report to Council outlining the policy that regulates procedures after an accident involving City vehicles and any amendments they might propose to update it.</p> <p>ACD2021 & AL2021 18.2 (March 29, 2021)</p>	<p>Type of Response Required -Written Report</p>
Holt	Comm. Economic Development & Innovation	<p>CQ 14-2021</p> <p>Asks that our Active Transportation Coordinator REPORT BACK to the Environment Transportation and Public Safety standing committee on the opportunities to convert strategic remaining alleys in Windsor to active transportation routes and linear parks connecting neighbourhoods before they are sold to abutting land owners. These should augment our current Active Transportation Plan as well as connecting key pedestrian generating land uses which may not be identified and accommodated in that master plan.</p> <p>SAA2021 ST2021 (July 19, 2021)</p>	<p>Type of Response Required -Written Report</p>
Costante	Commissioner, Infrastructure Services	<p>CQ 15-2021</p> <p>Asks that Administration report back on the possible causes of flooding on July 16th based on data collected, and that administration further provide any potential solutions moving forward.</p> <p>SW2021 (July 19, 2021)</p> <p>.</p>	<p>Type of Response Required -Written Report</p>

McKenzie	Comm. Legal & Legislative Services	<p>CQ 17-2021</p> <p>Asks that, to promote greater public safety for all people, that Administration work to develop a by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration.</p> <p>AB2021 & MH2021 18.1 (July 26, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gignac	Comm. Infrastructure Services	<p>CQ 18-2021</p> <p>Asks that Administration review the current truck routes in Windsor and bring a report with recommendations to Council on updating it as soon as possible.</p> <p>ST2021 18.2 (July 26, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gill	Windsor Police Services	<p>CQ 21-2021</p> <p>Asks that Administration and Windsor Police bring a citywide report back to council, there has been an increase in crime in Windsor and especially at the Forest Glade Park. I would like to ask what measures are in place to help combat these issues and what steps will be taken going forward to prevent these problems from reoccurring. Residents are concerned for their safety and I would like to ask what actions can be taken in the future to help protect the community from such crime and violence.</p> <p>SP2021 18.3 (September 27, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gignac	Licence Commissioner	<p>CQ 22-2021</p> <p>Asks what vehicles fall under the new city Noisy Vehicle bylaw and how By-Law enforcement and Police are co-ordinating to ensure compliance</p> <p>AB2021 18.4 (September 27, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Kaschak	Licence Commissioner	CQ 23-2021 Asks that Administration provide an update for the October 18 th meeting of Council regarding the Council approved 2 year pilot project to increase our Bylaw Enforcement Officers hours of work to 37.50 and the preliminary results achieved to date. AS2021 18.5 (September 27, 2021)	Type of Response Required -Written Report
Gill	Commissioner, Community Services	CQ 25-2021 Asks that Administration report back to the council with an estimated cost from enacting The Windsor Police Service's recommendations on the short term solutions to improve the skate parks in Windsor, in terms of lighting and installation of cameras, specifically for the Forest Glade Park SP2021 (October 25, 2021)	Type of Response Required -Written Report
Gignac	Comm. Economic Development & Innovation	CQ 26-2021 Asks that Administration research what municipal zoning bylaws may be in place in other municipalities in Ontario or across Canada that regulate Cannabis retail outlets/consumption areas. GP/13047 18.3 (November 1, 2021)	Type of Response Required -Written Report
Costante	Comm. Infrastructure Services and Comm. Economic Development & Innovation	CQ 27-2021 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. ST2021 (November 15, 2021)	Type of Response Required -Written Report

Total Outstanding: 9

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Gignac	Comm. Infrastructure Services	<p>CQ 1-2022 Asks Public Works if adjustment to snow incident response would be more effective if salting of residential streets at least once to prevent ice forming. Intention is not to increase budget to include additional salting but perhaps redirecting multiple salting of arterials to direct 1 to residential streets.</p> <p>SW2022 18.3 (January 17, 2022)</p>	<p>Type of Response Required -Written Report</p>
Gignac	Comm. Infrastructure Services	<p>CQ3-2022 Asks Administration for a report outlining how deficient residential roads not in the 10 year Capital Budget will be addressed.</p> <p>ACOQ2022 18.3 (February 14, 2022)</p>	<p>Type of Response Required -Written Report</p>
McKenzie	Comm. Economic Development & Innovation	<p>CQ5-2022 Asks Administration to report back to Council on the appropriateness of adding non-BIA commercial districts as Community Safety Zones in commercial shopping districts that generate similar levels of pedestrian and active transportation activity.</p> <p>ACOQ2022/MI2022 (April 11, 2022)</p>	<p>Type of Response Required -Written Report</p>
Bortolin	Comm. Legal & Legislative Services	<p>CQ6-2022 Asks that Administration provide Council with an update on the Bylaw enforcement “Dirty Yard” repeat offender fee process outlining the effectiveness of administering the penalty.</p> <p>ACOQ2022/AB2022 (April 25, 2022)</p>	<p>Type of Response Required -Written Report</p>
Gignac	Comm. Infrastructure Services	<p>CQ8-2022 Asks Administration to review and report to Council if there is a current policy to prioritize "half width streets" to bring them up to current standard width. Also if there are Provincial regulations as to required standard widths for residential roads.</p> <p>ACOQ2022 & ST2022 18.3 (May 9, 2022)</p>	<p>Type of Response Required -Written Report</p>

McKenzie	Comm. Infrastructure Services	<p>CQ9-2022</p> <p>That Administration report back on the potential benefits of the City of Windsor offering a Private Culvert Rehabilitation Subsidy program to residents similar to other programs currently offered through the Flood Mitigation program framework such as the Basement Flooding Protection Program and the Downspout Disconnection Program. The analysis should include reference to impacts both to individual homeowners and the community as a whole from a flood mitigation standpoint as well as estimated financial impacts, storm water management benefits and a potential funding source. The report to also include a subsidy program for backyard drains on private property. Carried.</p> <p>ACOQ2022 18.3 (June 13, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Mckenzie	Comm. Community Services	<p>CQ10-2022</p> <p>That Administration report back to Council with a plan to increase tennis and pickle ball courts across the City consistent with the Parks and Recreation Master Plan.</p> <p>ACOQ2022/SR2022 (July 11, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Francis	Comm. Legal & Legislative Services	<p>CQ11-2022</p> <p>That Administration report back to City Council regarding the feasibility of establishing a by-law that prohibits panhandling in residential, business, and tourism districts within the City of Windsor, including boulevards and pedestrian refuges.</p> <p>ACOQ2022/ACL2022 (July 11,2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
McKenzie	Comm. Community Services	<p>CQ12-2022</p> <p>Asks that Administration report back on the impact and feasibility of adding solar lights to park trails across the City when trail remediation occurs and where appropriate, and further, to report back on the impact of adding solar lights to any new park trail system as a standard practice moving forward.</p> <p>ACOQ2022/ST2022 (July 25, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

/sg
as of August 2, 2022

Item No. 18.2



Council Directives: SCM 215/2022

Subject: Outstanding Council Directives as of August 8, 2022

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 17, 2012	CR293/2012	16287	City Planner	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" BE DEFERRED as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred by Council, as per the Commissioner, Legal & Legislative Services.
August 24, 2015	CR159/2015 Clause XI	17893		"Corporate Payroll Business Process Review UPDATE": That the final FTE staffing changes reductions and resultant project savings and completions, BE REPORTED to City Council as part of or prior to the 2018 budget process	Q1 2021
May 16, 2016	CR334/2016	S 76/2016	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	THAT City Council AUTHORIZE the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) BE REQUIRED to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	Ongoing as required

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 19, 2016	CR594/2016	C 176/2016	Chief Administrative Officer	<p>THAT City Council APPROVE the allocation of \$400,000 for the design, creation, installation and unveiling of a commemorative statue to honour the life and work of Hiram Walker; and,</p> <p>THAT City Council APPROVE that \$390,000 BE FUNDED from the 2014 Enhanced Capital Budget Contingency Placeholder for this project with the remaining \$10,000 to BE FUNDED from Councillor Holt's 2016 ward funds; and,</p> <p>THAT City Council APPROVE the sole source retention of artist Mark Williams for the creation, fabrication and installation of a statue/sculpture depicting Hiram Walker and DIRECT administration to prepare an agreement to retain the services of Mr. Williams accordingly; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to take any other steps as may be required to bring effect to these resolutions, satisfactory in form to the Commissioner, Legal & Legislative Services, in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Commissioner, Infrastructure Services; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any required documentation as it relates to this project, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and further,</p> <p>THAT administration REPORT BACK on fundraising efforts towards this project within six months.</p>	CAO 4032 - To be completed 2020

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 6, 2017	CR59/2017	CM 59/2016	City Planner	<p>THAT the report of the City Planner dated October 26, 2016 entitled “Response to CQ34-2016: Design Guidelines for fencing along Riverside Drive” BE RECEIVED for information; and further,</p> <p>THAT Administration BE DIRECTED to prepare a report for Council’s consideration that would:</p> <ul style="list-style-type: none">- Institute a by-law standard for decorative fencing and parking areas along Riverside Drive (both the north and south sides of Riverside Drive); and- Include options for incentivizing existing commercial and industrial property owners to be able to upgrade their existing fencing along the waterfront side of Riverside Drive; and <p>Include costing for decorative fencing from just east of Hiram Walker’s all the way to Strabane.</p>	
August 8, 2017	CR472/2017	C 123/2017	Manager Real Estate Services	That Administration REPORT BACK with respect to conducting an EOI for the rental of the commercial space in the Goyeau Street Parking garage.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 16, 2017	CR648/2017	C 180/2017	Chief Administrative Officer	<p>... That pending the restoration of the Street Car #351, City Council APPROVE IN PRINCIPLE the installation of Street Car #351 into a Riverfront Park location with a future report to City Council for site location approval and funding request to install at said location and to develop a maintenance fund for future requirements; and further,</p> <p>That administration BE DIRECTED to undertake a public consultation process on this project, and that following this process, that an administrative report BE PREPARED for Council's consideration no later than 6 months after the Trolley is accepted from the current owner, to provide options as to usage if it is for some kind of vending (e.g., food and/or drink) or anything of that nature, including costs for transportation, placement, and potential sites; and further,</p> <p>That the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any other documents required to bring effect to these resolutions, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer/Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Corporate Leader of Parks, Recreation, Culture and Facilities and Executive Director of Recreation and Culture; and further,</p>	CR297/2018 Fundraising Ongoing
January 15, 2018	B32/2018	S 184/2017	City Forester	<p>THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan BE RECEIVED; and further,</p> <p>THAT funding for the Preventative Tree Maintenance Program in the estimated annual amount of \$2,080,000 beginning in 2019 BE REFERRED to future Capital budget deliberations; and,</p> <p>That Administration PROVIDE information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information BE PROVIDED during the 2019 Budget deliberation process.</p>	Will be included in Capital Variance Report 2021

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 26, 2018	CR155/2018	C 52/2018	Commissioner, Infrastructure Services	<p>...That the Purchasing Department BE AUTHORIZED to issue a Purchase Order to Haddad, Morgan and Associates Ltd. to provide engineering services related to the redevelopment of 6700 Raymond Ave (former Concord School site) for an upset limit of \$75,500 plus taxes; and further,</p> <p>That the Commissioner, Infrastructure Services or designate BE AUTHORIZED to issue the requisite tender for the construction works required for the redevelopment and FURTHER that once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.</p>	On hold pending Planning's review of tiny houses as asked by Councillor Gignac Now that the SMP is complete we need to review the impact of this development however the concepts are still being developed by Planning - update towards end of Dec. 2020
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	That the correspondence from the Ministry of Education dated April 27, 2018 regarding an update to Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) BE RECEIVED , and further, that Administration BE DIRECTED to prepare a report for Council's consideration in terms of the possibility for applying on the City of Windsor's behalf for the Call of Proposals being issued this summer to participate in the Voluntary Integrated Planning and Partnerships Initiative (VIPPi), to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.	
May 7, 2018	CR253/2018	C 76/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	...That all expenditures made under the exemption BE REPORTED to Council by the 2022 CAN-AM Police-Fire Games General Manager within a reasonable time following the conclusion of the Project.	
May 7, 2018	CR265/2018 ETPS 597	SCM 178/2018 & S 59/2018	Commissioner, Community Services	<p>That the report of the Manager of Parks Development dated March 28, 2018 entitled "Response to CQ4-2016 Lighting at Riverfront Walkway Near Askin Boulevard" BE RECEIVED for information; and,</p> <p>That a report be BROUGHT BACK as part of the 2021 budget deliberations relative to the matter so that council can debate the allocation of the Central Riverfront Park Improvement placeholder funds, including consideration of lighting the riverfront walkway.</p>	Stand alone report or as part of Capital Budget submissions under CRIP or lighting projects for 2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR275/2018	C 77/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council PROVIDE Riverwest with the City's copyright permission to use banners with the likeness of public artwork owned by the City on condition that Riverwest agrees that the banners contain an acknowledgement of the artists who produced the original artwork; and further, That Council APPROVE the requested \$5000 indemnity and that this BE CHARGED to the Budget Stabilization Reserve Fund (BSR) and that Administration BE DIRECTED to prepare a draft policy for Council's consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	
June 4, 2018	CR333/2018 Clause VII	S 235/2017 & SCM 75/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	VII. That Administration REPORT BACK to City Council regarding the catalyst project designation under the Building/Property Tax Increment Grant Program.	
August 27, 2018	CR472/2018	C 148/2018	City Planner	That the Walkerville area BE SELECTED as a pilot project area for the Districting Initiative and generally bounded on the north by the Detroit River, on the south by Niagara Street, on the east by Walker Road, and to the west by Gladstone Avenue. That a design and costing consultant at a cost not to exceed \$100,000.00 (plus HST) BE RETAINED for purposes of performing a higher level design analysis/value engineering and market costing so that the most accurate budget estimates can be obtained and further approved by Council prior to project selection/execution; and further, That the cost of the design and costing consultant BE FUNDED from the 2018 Enhanced Budget for District Theming previously approved for spending by Council via CR123/2018; and, That a future Council Report BE PREPARED by the City Planner recommending and describing the specific Walkerville Districting projects to be completed with estimated budgets and timelines for completion.	

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 17, 2018	CR503/2018 ETPS 630	SCM 332/2018 & C 122/2018	Commissioner, Community Services	<p>That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, BE RECEIVED for information; and,</p> <p>That City Council BE ADVISED that Administration will return to Council in January 2019 to request the approval to proceed with this project and release the 2023 funding allocated as part of the 2018 Enhanced Budget, and further,</p> <p>That Administration BE DIRECTED to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.</p>	Wayfinding signage at Little River Corridor install Spring 2020 as Pilot. Report to follow on year after review of pilot (summer/fall 2021)
September 17, 2018	CR512/2018 PHED 589	SCM 257/2018 & SCM 207/2018	City Planner	<p>That Report No. 7 of the Windsor Housing Advisory Committee indicating: That the "Draft" Official Plan policies relating to second unit policies BE ACCEPTED and further, that the recommendation of the Housing Advisory Committee proceed to the Planning, Heritage and Economic Standing Committee and to City Council as expeditiously as possible, BE APPROVED; and,</p> <p>That Administration REPORT BACK to Council on best practices from surrounding Municipalities regarding heights and set back requirements for ancillary structures.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 1, 2018	CR550/2018	S 165/2018	Commissioner, Community Services	<p>That the report from Glos Associates Inc. titled “Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study” and dated September 10, 2018 BE RECEIVED; and further,</p> <p>That Council APPROVE OPTION #2 – Construct a new greenhouse complex at Jackson Park- as the preferred solution; and further,</p> <p>That Council REFER consideration of the associated funding for the chosen option to the 2019 budget deliberations; and further,</p> <p>That subject to funding being approved in the Capital Budget, Administration BE DIRECTED to construct a new greenhouse complex at Jackson Park inclusive of the expansion space for in-house plant production and thereafter proceed to demolish the existing Lanspeary Park Greenhouse Complex, taking into consideration any heritage features or buildings contained thereon, and restore the subject area to parkland; and further,</p> <p>That Administration BE DIRECTED to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further,</p> <p>That Administration BE DIRECTED to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in-house).</p>	<p>Info on production numbers will be included in the report for approving the precommitment of remaining funds required anticipated in early January 2021. Lanspeary redevelopment plans/report will follow public open house, late 2021 early 2022.</p>

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 7, 2019	CR4/2019	C 217/2018	Chief Administrative Officer	<p>1. That City Council AUTHORIZE Administration to proceed with, and PRE-COMMIT funding for, the additional 2018 Enhanced Capital Projects identified in Appendix A for the 2019 calendar year; and,</p> <p>2. That the award of tenders or RFP's for the identified works BE PRE-APPROVED, subject to being within the allocated budget and in accordance with Purchasing by-law 93-2012, and that the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign all relevant agreements, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer and in technical content satisfactory to the Commissioner, Infrastructure Services, City Planner or Corporate Leader of Parks, Recreation, Culture and Facilities; and,</p> <p>3. That Administration REPORT BACK to City Council through a Communication Report(s) the results of all tenders that were awarded and approved, with any that require additional funding to be reported to Council separately.</p>	
February 4, 2019	CR35/2019	C 11/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and,</p> <p>That City Council DELEGATE authority to the Asset Planning Steering Committee to provide oversight to the implementation of this framework and to amend the guidelines and tools as may be deemed necessary as such guidelines and tools are integrated within the Corporation; and further,</p> <p>That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 25, 2019	CR120/2019	C 43/2019	Commissioner, Legal & Legislative Services	That the report of the Commissioner, Corporate Services Chief Financial Officer & City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further, That in a municipal election year, NO COUNCILLOR SHALL BE PERMITTED to commit to any conferences after the date of an election in a municipal election year; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
April 1, 2019	B8/2019	C 226/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That City Council RECEIVE the 2019 Capital Budget 7-Year Plan documents reflective of approx. \$845.104 M in total funding; and... That Administration BE DIRECTED to REPORT BACK to Council regarding the infrastructure deficit and a high-level plan to address it; and, As amended a total of \$240,000 from the 2019 Grant Matching and Inflationary Pressures project (FIN-001-19) be reallocated to: Capitol Theatre Capital Improvements (ENG-010-17) in the amount of \$40,000 for the new Marquee sign and Pedestrian Crossing (OPS-001-19) in the amount of \$200,000 for priority pedestrian crossings as identified in agenda Item 11.14.	
April 1, 2019	B14/2019	C 188/2018	Commissioner, Infrastructure Services	That Council FORMALLY REQUEST the Lieutenant Governor of Ontario for permission to divest of the City-owned shore wall along Lake St. Clair; and, That Administration FURTHER REPORT BACK with respect to the question regarding possible transfer ownership of shore walls and associated land; and...	Letter sent to ERCA Richard Wyma on November 2019. Letter sent by CAO to MNR January 16, 2020 c/o Mitch Wilson. Cannot be responded to until a response is received. It will likely be a year or more. September 9, 2020 - Lt Gov. has not yet responded

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 1, 2019	B61/2019	Reference #C118	Chief Executive Officer Windsor Library	That the recommended “Addition of Friday Branch Hours” (Budget Issue #2019-0358) in the amount of \$98,412 BE NOT APPROVED , and that it BE FUNDED through one-time dollars and that Administration REPORT BACK in 2020.	
May 6, 2019	CR210/2019	C 78/2019	Community Development and Health Services Commissioner – Corporate Leader Social Development and Health	<p>That the report from the Commissioner of Community Development and Health Services and the Administrator/Executive Director of Huron Lodge Long-Term Care Home BE RECEIVED for information; and further...</p> <p>That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any documents required to establish and participate in the Ontario Health Team, such that any funding does not create an additional annualized cost without the prior approval of City Council, and subject to legal approval by the Commissioner, Legal & Legislative Services, financial approval by the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical approval by the Community Development and Health Commissioner and Executive Director of Huron Lodge; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports to City Council as the Ontario Health Team is established in Windsor and Essex County.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR322/2019	C 68/2019	Chief Building Official	<p>That a vacant building registry NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and,</p> <p>That Building Administration CONTINUE TO REVIEW the effectiveness of the VBI program and PROVIDE City Council costing options to maintain permanent pro-active vacant building enforcement as part of the 2020 Building Inspections budget submission; and,</p> <p>That a sixth goal BE ADDED to the 5 program goals listed in the report, specifically “To mitigate visible blight for the affected neighbourhood”; and,</p> <p>That administration BE DIRECTED to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report ALSO INCLUDE options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.</p>	
July 8, 2019	CR334/2019	SCM 205/2019 & S 102/2019	City Planner	<p>That this Council Report responding to CQ 1-2019 on the benefits and process to designating Walkerville a Heritage Conservation District under the Ontario Heritage Act BE RECEIVED FOR INFORMATION; and,</p> <p>That Administration BE DIRECTED to proceed with the implementation of the Walkerville Heritage Conservation District Study; and,</p> <p>That administration PROVIDE a fulsome report to the Development and Heritage Standing Committee outlining the process, timelines and next steps.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR340/2019	SCM 183/2019 & S 97/2019	Commissioner, Human & Health Services	<p>...That Administration BE DIRECTED to bring the Community Safety and Well-being Plan to City Council and the Windsor Police Services Board in sufficient time to be adopted prior to the Provincial government's deadline of January 1, 2021; and further,</p> <p>That the Commissioner of Community Development and Health Services or her designate BE REQUESTED to provide regular updates to the Community Services and Parks Standing Committee over the process of development and implementation of the Community Safety and Well-being Plan.</p>	CR337/2020 Extended deadline
July 8, 2019	CR347/2019	SCM 190/2019 & S 79/2019	Commissioner, Human & Health Services	<p>...That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any agreements, documents and forms required to establish and participate as a Prototype, Service System Manager and/or Direct Delivery Agent, such that any funding does not create an additional annualized City cost without the prior approval of City Council. Authorization would be subject to approval as to legal content by the Commissioner, Legal & Legislative Services, as to financial content by the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer or designate, and as to technical content by the Community Development and Health Services Commissioner and the Commissioner, Human & Health Services; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports and updates to City Council regarding the Ontario Works – Employment Ontario Transformation as information becomes available.</p>	
August 26, 2019	CR424/2019	S 129/2019	Senior Manager Asset Planning	<p>That City Council RECEIVE and APPROVE the attached Asset Management Plan for the City of Windsor in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal ; and further,</p> <p>That the report of the Manager of Asset Planning dated July 8, 2019 entitled “Corporate Asset Management Plan” BE DEFERRED to the 2020 Budget Deliberations to allow Council to consider the additional recommendations in the report.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 7, 2019	CR495/2019 Clause 6	C 162/2019	Sokol- Asset Planning	<p>1 – That Council AUTHORIZE administration to negotiate a Municipal Sewer Access Agreement between the City of Windsor and Noventa Energy Partners Ltd. for the purpose of connecting to the City's sanitary sewer trunk line at a designated location along Riverside Drive, satisfactory in form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and...</p> <p>6 – That Council DIRECT administration to report back detailing the outcome of the negotiated agreements and other related matters contained in this report.</p>	
October 7, 2019	CR518/2019	SCM 358/2019 & S 146/2019	Executive Director of Operations	<p>That this report in response to CQ 12-2019 – Residential Parking Permit Policy BE RECIEVED by Council for information; and,</p> <p>That Council RESCIND the Onstreet Parking Permits for Agencies Policy as adopted in CR418/2004; and,</p> <p>That Council APPROVE the Agency Parking Permit Policy as proposed in Appendix "A"; and,</p> <p>That Administration BE REQUESTED to report back on options to curb the issues with permit parking including but not limited to no parking zones/limited parking/commuter lots and other solutions that administration deems may be good solutions; and,</p> <p>That this information BE FORWARDED to a future meeting of the Environment, transportation and Public Safety Standing Committee.</p>	Waiting for information related to the lot near Brock Street which we are trying to make arrangements for some alternative parking
November 18, 2019	CR543/2019	S 198/2019	Commissioner, Human & Health Services	...That Administration BE DIRECTED to bring the regional Community Safety and Well-Being Plan to City Council and Essex County Council in sufficient time to be considered prior to the Provincial government's deadline of January 1, 2021.	CR337/2020 Extended deadline

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 18, 2019	CR564/2019	SCM 388/2019 & SCM 329/2019	Windsor Police Services	That Report No. 21 of the Windsor BIA Advisory Committee – Increasing enforcement on Wyandotte St. East from Devonshire to Lauzon indicating: That Administration from Windsor Police Services BE REQUESTED to report back on the feasibility of increasing enforcement on Wyandotte Street East from Devonshire to Lauzon Road due to excessive speeding along this corridor.	
December 2, 2019	CR601/2019	SCM 417/2019 & SCM 365/2019		That Report No. 2 of the Committee of Management for Huron Lodge indicating: That Administration BE REQUESTED to report back on the history of per diem funding in long term care homes and the comparators relating to the allocation of food per diems in other institutions	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 2, 2019	CR608/2019	SCM 412/2019 & S 200/2019	Commissioner, Human & Health Services	<p>That this report from the Executive Director of Housing and Children's Services regarding the Windsor Essex Child Care and Early Years Service System Plan 2020-2025 BE ACCEPTED; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Province of Ontario's Ministry of Education on or before December 31, 2019 as required under the Child Care and Early Years Act; 2014 (CCEYA); and,</p> <p>That the Executive Director of Housing and Children's Services REPORT BACK to Council should the Ministry of Education have substantial changes and/or recommendations that are directed by the Minister to be incorporated into The Windsor Essex Child Care and Early Years Service System Plan 2020-2025; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit subsequent reports/updates on The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Ministry of Education if required; and further,</p> <p>That Administration REPORT BACK to the Community Services and Parks Standing Committee once further analysis is completed regarding the causal data related increase in vulnerability as reported in the Early Development Instrument (EDI) and further analysis in terms of breakdowns of EarlyON programs and usage.</p>	
December 16, 2019	CR621/2019	C 203/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE the issuing of a Request for Proposal (RFP), in accordance with Purchasing Bylaw 93-2012 and amendments hereto, for the potential development of a photovoltaic generation Net Metering project on suitable City of Windsor properties; and,</p> <p>That the Council DIRECT Administration to report back on the outcome of the RFP identifying the successful proponent along with a detailed business case analysis.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 20, 2020	CR40/2020	SCM 485/2019 & S 230/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors APPROVE the Transit Master Plan – More Than Transit (the Plan) as follows: 1. That the Plan BE the roadmap for Transit Windsor from the years 2020 to 2028 to follow with annual reviews and updates; and, 2. That any 2019 operating revenue surplus to a maximum of \$250,000 BE TRANSFERRED to Capital to fund a Garage Feasibility Study in order to implement the plan; and, 3. That the recommendations as set out by Administration for capital and operating needs for 2020 through to 2028 BE DEFERRED to the City of Windsor Annual Operating and Capital Budget with regards to implementation of the plan.	
January 27, 2020	B9/2020	SCM 299/2019 & S 167/2019	Commissioner, Infrastructure Services	That Administration BE DIRECTED to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection citywide wherever possible.	Report written as C 151/2020. Will be updated with new financial information and is expected to go to December 16 ETPS
January 27, 2020	B58/2020	AFB/13467	Chief Administrative Officer	That Administration BE DIRECTED to implement a Zero Based Participatory Full Council Budget model for the 2021 Budget deliberations and further that a report BE PROVIDED in the Spring of 2020 outlining the parameters and options for a Zero Based Budget model for Council's consideration and decision.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 24, 2020	CR99/2020 CR605/2019 CSPS79	SCM 58/2020 & C 160/2019	Commissioner, Community Services	<p>...That the International Relations Committee BE REQUESTED to review the \$25,000 commitment for the You + Me sculpture project due to the updated information regarding the \$50,000 financial commitment to this project by the Rotary Club of Windsor-Roseland;</p> <p>That the International Relations Committee RECONSIDER committing \$25,000 in the You + Me sculpture project; and further,</p> <p>That, in the absence of the International Relations Committee reconsidering a \$25,000 financial commitment, the International Relations Committee REPORT BACK to Council with their plan for the \$25,000 that was previously committed to the You + Me sculpture project.</p>	Completed - a small portion (\$5,000) was allocated to the You +Me sculpture project and of the remaining \$20,000 the IRC has approved \$14,000 for the Sister Cities Pole
April 27, 2020	CR149/2020	C 76/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the results of the email poll conducted by the Deputy Commissioner, Legal & Legislative Services on April 8, 2020 approving the following recommendation BE CONFIRMED AND RATIFIED:</p> <p>That, consistent with CR 127/2020 which provided all taxpayers property tax relief in the form of an extension for payment of the third interim tax instalment, City Council EXTEND the due date for the 2020 1st quarter remittance of the Municipal Accommodation Tax (MAT) from April 30, 2020 to June 30, 2020; and further,</p> <p>That there WILL BE NO late payment charges in either form, penalty and/or interest through the period June 30, 2020; and further,</p> <p>That the Commissioner, Legal & Legislative Services AMEND By-law 133-2018;</p> <p>and further,</p> <p>That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 27, 2020	CR380/2020	C 145/2020	Community Development and Health Commissioner & Corporate Leader – Social Development and Health	<p>That the Review of Emergency Shelter Services in Windsor Essex Report by Vink Consulting Inc. BE RECEIVED for information; and,</p> <p>That the Executive Director of Housing and Children’s Services BE DIRECTED to bring forward reports to City Council addressing the recommendations for the future state of the emergency shelter system, including implementation plans with associated costs; and,</p> <p>That the Executive Director of Housing and Children’s Services BE AUTHORIZED to pursue funding options to support any required operational and capital investments and further, should such funding options be in the forms of grants and/or loans; and,</p> <p>That the Chief Administrative Officer and Commissioner, Legal & Legislative Services, or their designates, BE AUTHORIZED to sign any applications and take any such actions as required to secure funding provided such documents are in a form satisfactory to the Commissioner, Legal & Legislative Services, satisfactory in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical content to the Executive Director of Housing and Children’s Services; and further,</p> <p>That Administration BE DIRECTED to report back to the Community Services and Parks Standing Committee on a quarterly basis on timelines and progress of the report.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 7, 2020	CR553/2020 DHSC 207	SCM 311/2020 & S 53/2020	City Planner	<p>I. That Administration BE REQUESTED to give notice of intention to designate the property located at 436 Askin Ave in accordance with Part IV of the Ontario Heritage Act; within 60 days from September 25, 2020; and,</p> <p>II. That the request to demolish the enclosed porch and balcony at the rear of 436 Askin Ave to facilitate a rear addition and conversion to a semi-detached dwelling as currently proposed, BE REFUSED, in accordance with the Ontario Heritage Act, Section 30 Effect of the Notice of Designation; and,</p> <p>III. That Administration REPORT BACK to Council regarding initiation of a Heritage Conservation District Area Study for this area; and, that the report include suggestions related to potential boundaries, optional designation of a Heritage Conservation District Study Area Bylaw, timing of the study and funding considerations.</p>	
November 23, 2020	CR585/2020	C 220/2020	Commissioner, Community Services	That the report of the Senior Manager – Facilities dated November 6, 2020 entitled “Corporate Security Plan and Risk Assessment” BE DEFERRED to allow for additional information from administration.	
December 7, 2020	CR616/2020 Clause 6	C 54/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	6. That administration BE DIRECTED to report back at a high level on the economic impact and any perceived impacts on development if Council were to revisit eliminating the industrial exemption.	
December 21, 2020	CR655/2020	SCM 374/2020 & S 164/2020	Commissioner of Parks, Recreation, Culture and Corporate Facilities	That Administration BE REQUESTED to report back to Council outlining the costs associated with undertaking an invasive species management strategy citywide.	
January 18, 2021	CR40/2021 ETPS 802	SCM 16/2021 & S 155/2020	Commissioner, Economic Development & Innovation	That the report of the Environment, Transportation and Public Safety Standing Committee of its meeting held December 16, 2020 regarding “Wyandotte Street East Corridor Review” BE REFERRED back to Administration to narrow the focus as soon as possible, and to satisfy the Active Transportation Master Plan by providing cycling infrastructure along Wyandotte Street East and further, that in-person public meetings BE HELD once permitted, as part of a consultation process that would include residents and businesses in the subject area.	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 1, 2021	CR64/2021 CR26/2021 DHSC 226 DHSC 227 DHSC 228 Clause 6	SCM 2/2021 & S 170/2020	City Planner	...6. That the City Planner BE DIRECTED to report back to Council on a range of options available to address the concerns arising from the 2650 Metcalf property operating as a Transport Terminal.	
February 8, 2021	CR69/2021	SCM 44/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council RECEIVE the external advisory report and ENDORSE IN PRINCIPLE the recommendations enclosed in Windsor Works: An Economic Development Strategy for the City's Future Growth; and further, That Council DIRECT Administration to undertake the work required in order to prepare a detailed implementation plan as soon as practical and provide quarterly updates to Council on progress.	
February 22, 2021	B26/2021		Commissioner, Infrastructure Services	That the Street Extension and Trunk Sewer Project on Jarvis (ECP-010-07) BE DEFERRED for a period of 1 year to allow for the completion of the Environmental Assessment and public consultation to be conducted.	
March 29, 2021	CR110/2021	Clerk's File: SP2021		That the report of the Windsor Police Service entitled "Strategic Plan: 2020-2022" BE REFERRED to a future meeting of Council to allow for representatives from the Windsor Police Service to be in attendance and available for questions	
March 29, 2021	CR111/2021	Clerk's File: MU2021		That the "Windsor Utilities Commission 2020 Summary Report: Water + Imagination = Quality of Life" BE REFERRED to a future meeting of Council to allow for representatives from Windsor Utilities Commission to be in attendance and available for questions	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 19, 2021	CR161/2021	SCM 108/2021 & S 9/2021	Commissioner, Economic Development & Innovation	<p>1. That the Community Safety Zone Policy, attached as Appendix 1 of this report, BE ADOPTED.</p> <p>2. That Traffic By-law 9148 BE AMENDED as listed and attached in Appendix 2 of this report.</p> <p>3. That the Commissioner, Legal & Legislative Services BE DIRECTED to prepare the necessary documents to amend the by-law.</p> <p>4. That Administration BE REQUESTED to provide a report back on the cost of adding the nine Business Improvement Areas as Community Safety Zones.</p>	
April 19, 2021	CR165/2021	C 41/2021	Commissioner of Parks, Recreation, Culture and Corporate Facilities	<p>...That Council APPROVE the ongoing operational costs, including an increased Windsor Auxiliary Police presence within the Riverfront Trail with all associated costs related to the pilot project of e-scooters in Parks to be charged to the Parks Operations operating budget in 2021 and funded by the Budget Stabilization Reserve (BSR) during the pilot project period in 2021 as outlined in the financial matters section of this report, and that Administration include a submission on the funds required in the following year as part of the 2022 Operating Budget deliberations and further, That Administration REPORT BACK to Council on the results of the pilot project including ongoing costs after its completion.</p>	
April 19, 2021	CR168/2021	SCM 110/2021 & S 24/2021	Commissioner, Economic Development & Innovation	<p>That \$1,000,000 BE TAKEN from the 2020 yearend operating budget surplus and APPLY THIS AMOUNT to establish a traffic calming capital project budget for traffic calming initiatives; and further,</p> <p>That administration BE DIRECTED to report back to Council with a policy, including a rollout plan, that would allow residents to request speed bumps if the majority in the subject block wish to see that happen.</p>	
May 3, 2021	CR179/2021	C 51/2021	Commissioner, Legal & Legislative Services	<p>That the report of the Senior Legal Counsel and Student-at-Law dated April 9, 2021 entitled "Response to CR591/2020 – Cannabis Odour" BE DEFERRED to allow for a further report once the enforceability of the Town of Leamington's Cannabis Regulation By-law is considered by the Superior Court of Justice and the Normal Farm Practices Protection Board, and that the report also include possible enforcement options that would be available for Council's consideration.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 3, 2021	CR182/2021 Clause 4	C 53/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	4. That Administration BE DIRECTED to review the application of discounts applied to the first and second sub-classes of farmland awaiting development and provide recommendations to City Council with regards to the elimination of the tax rate discounts as part of the 2022 Tax Policy report.	
May 17, 2021	CR213/2021	MBA/3183 MBA/2988	& City Planner	That the correspondence from Paul Mullins on behalf of Assumption Parish dated April 23, 2021 requesting support from the City of Windsor to be recognized by Parks Canada as a Nationally Significant Historic Site, BE REFERRED to administration for review and a report back to Council for consideration, specifically as it would pertain to the ramifications designation would have on city property.	
June 21, 2021	CR285/2021	C 87/2021	Chief Administrative Officer	That Council RECEIVES the report from the Chief Administrative Officer on June 7, 2021, which provides a preliminary organizational review of The Corporation of the City of Windsor; and, That Council DIRECTS Administration to report back to Council with a Corporate Strategic Plan that will provide strategic and tactical objectives that will continue to create an organization that is innovative, agile, collaborative, solution-oriented, efficient, and effective; and, That Council DIRECTS Administration to create an Implementation Playbook for the 20-Year Strategic Vision to ensure the continued rapid realization of its goals; and, That Council DIRECTS Administration to report back to Council with amendments to the Delegated Authority By-law No. 208-2008 to remove "red tape" and enable rapid execution of Council's vision and direction; and, That Council AMENDS CAO By-law No. 218-2002 to reflect the current organizational structure, i.e. clarifying that the CAO shall recommend to Council the appointment and dismissal of Corporate Leadership Team members and statutory officers but not Department Heads; and, That Council DIRECTS Administration to retain an expert in effective board governance and facilitation, and schedule a closed Council Workshop for education purposes.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR321/2021	GCE2021 & ACOQ2021	Commissioner, Legal & Legislative Services	<p>That the correspondence from the Commissioner, Legal & Legislative Services dated July 13, 2021 regarding “Response to CQ11-2021: Ontario Conservation Authority Working Group consultations” BE RECEIVED; and further,</p> <p>That administration BE DIRECTED to schedule an education/information session for Council and administration regarding core services and optional services, in order to allow Council to then issue a submission to the Ontario Conservation Authority Working Group as part of their consultations that are currently underway for both Phase 1 and 2.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR331/2021 CSPS 155	SCM 223/2021 & S 80/2021	Commissioner, Community Services	<p>That the report from the Cultural Development Coordinator regarding the expansion of the City of Windsor's Poet Laureate program BE RECEIVED; and further,</p> <p>That the Poet Laureate program, established as an ongoing program, BE REBRANDED as the 'Poet Laureate and Storytellers' program; and further,</p> <p>That the program BE UPDATED to include two new positions – Indigenous Storyteller and Multicultural Community Storyteller; and further,</p> <p>That the additional funding required for the expanded program honorariums and programming initiatives in 2021 in the amount of \$9,500 BE CHARGED to the Culture and Events operating budget; and further,</p> <p>That Council PRE-COMMIT a \$9,500 increase to the Culture and Events 2022 operating budget; and further,</p> <p>That Administration BE DIRECTED to seek nominations for recognized Windsor literary and spoken word artists for the position of Indigenous Storyteller and Multicultural Community Storyteller, to be appointed for two-year terms; and further,</p> <p>That the administrative report BE REFERRED to the Diversity Committee for review and comment; and,</p> <p>That additional consultations BE CONDUCTED as appropriate.</p>	
July 26, 2021	CR360/2021 DHSC 310	SCM 243/2021 & S 87/2021	Commissioner, Economic Development & Innovation	<p>1. That Report No. S 87/2021 entitled "Updates to the 2021 Ontario Heritage Act Amendments" BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to prepare amendments to City of Windsor Official Plan, Delegation By-law, and create new Heritage Procedures/By-law, or utilize other policies or tools as required, to address the legislative changes and for Council's consideration.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 26, 2021	CR363/2021 DHSC 313	SCM 246/2021 & S 71/2021	Commissioner, Economic Development & Innovation	<p>1. That Report No. S 71/2021 updating City Council on the use and implementation of the Brownfield Redevelopment Community Improvement Plan (CIP) and tabling issues to be addressed as part of the CIP update BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to consult with stakeholders regarding potential changes to the Brownfield Redevelopment CIP outlined in Report No. S 71/2021 and prepare any necessary CIP amendments for Council's consideration.</p>	
July 26, 2021	CR365/2021 CR333/2021	C 98/2021	Commissioner, Human & Health Services	<p>...That the Executive Director of Housing and Children's Services BE DIRECTED to develop a proposed model for the Housing Hub project and bring back recommendations to City Council for consideration; and further,</p> <p>That Administration PREPARE an official letter on behalf of City Council to help advocate other levels of government to address funding gaps with respect to mental health and addictions to ensure the new housing hub is a success.</p>	
September 27, 2021	CR387/2021	C 116/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the 2020 Annual Investment Compliance Report for the year ending December 31, 2020 BE RECEIVED for information; and further,</p> <p>That City Council SUPPORT the following actions with regards to the development and implementation of an enhanced investment strategy:</p> <p>That Administration BE AUTHORIZED to prepare a Request for Proposal (RFP) for Investment Advisory services; and further,</p> <p>That Administration BE DIRECTED to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further,</p> <p>That Administration BE AUTHORIZED to prepare an Expression of Interest (EOI) to seek interest in the development of an in-house solution for managing current and projected cash flows more efficiently through the use of technology; and further,</p> <p>That Administration BE DIRECTED to report back to City Council the results of the above noted actions.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 27, 2021	CR402/2021 ETPS 841	SCM 263/2021 & S 69/2021	Commissioner, Infrastructure Services	<p>That the report of the Engineer I dated June 4, 2021 entitled “Alley Standards Development – City Wide” BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to develop an Alley Standards Development Committee as outlined in the report; and,</p> <p>That the Alley Standards Development Committee REPORT BACK to Council with a fulsome report regarding alleys across the City, including but not limited to the following:</p> <ul style="list-style-type: none"> • Capital and Annual Costs associated with developing, maintaining and enforcing a set of standards for all of the City’s alleys • Clear Alley Standards • Different Kinds of Alleys • Alley Closure Process • Additional Dwelling Units accessing alleys and required maintenance • Collection of Garbage and Refuse at Curbside in a consistent manner • Data and Statistics related to resources spent on 311 calls in alleyways regarding clean up/rodent or other issues 	
October 4, 2021	CR429/2021 DHSC 326	SCM 296/2021, S 41/2020, AI 7/2021, & AI 10/2021	Commissioner, Economic Development & Innovation	<p>That the report of the Senior Planner – Policy and Special Studies dated February 27, 2021 entitled “Closure of Part of Dodsworth Street, Between Kay Street and Malden Road, Between 5168 and 5180 Malden Road - Applicant: T. Fasan - SAS/5917 - Ward 1” BE REFERRED back to administration to allow administration the opportunity to work with the Applicant to come to an amenable resolution for everyone involved</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 4, 2021	CR432/2021 DHSC 321	SCM 289/2021 & S 75/2021	Commissioner, Economic Development & Innovation	<p>That the City Planner BE DIRECTED to report back to the Development & Heritage Standing Committee before the end of 2021 with the following:</p> <p>a. Official Plan policy options to further enhance and strengthen densification and intensification as part of the City's overarching growth strategy, including timelines, funding and resource options to prepare that background work for an OPA or OP update; and,</p> <p>b. In order to better inform that policy work around, the Chief Planner is requested to report back with options to host one (or more) design charette workshops to co-create with community leaders a vision for a complete community city block that would capture the very best of global placemaking practices when certain density thresholds are achieved.</p>	
October 4, 2021	CR448/2021 ETPS 858	SCM 313/2021 & S 110/2021	Commissioner, Infrastructure Services	<p>That the report of the Manager of Contracts, Maintenance & Field Services dated August 19, 2021 entitled "Response to CQ 5-2021 Pedestrian Walkways – City Wide" BE RECEIVED for information; and,</p> <p>That the addition of signage at pedestrian inter-block walkways in the wintertime BE APPROVED; and,</p> <p>That administration BE DIRECTED to monitor the effectiveness for a period of 2 years; and,</p> <p>That funding in the amount of \$18,600 BE APPROVED; and,</p> <p>That the amount BE FUNDED from the Budget Stabilization Reserve Fund (BSR)</p>	
October 4, 2021	CR452/2021	C 123/2021 & C 129/2021	Commissioner, Infrastructure Services	<p>That the report of the Senior Manager of Engineering dated September 17, 2021 entitled "Festival Plaza Improvement – Final Design – Ward 3" and the report of the Manager of Parks Development dated August 23, 2021 entitled "Waterfront Beacon – Street Car # 351" BE REFERRED back to Administration to allow for a comprehensive report related to how the Festival Plaza and Waterfront Beacon can be linked to the new City Hall Esplanade moving forward; including but not limited to information related to bathroom facilities, food services, and other options, for Council's consideration.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR461/2021	C 124/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That City Council APPROVE the development of a pilot Hybrid Work Program as proposed in Appendix A (attached) for a period of one year starting in October 2021; and,</p> <p>That Administration PROVIDE City Council with a progress report after one year for further recommendations; and,</p> <p>That the draft of the new Hybrid Work Procedure (Appendix B) BE RECEIVED FOR INFORMATION; and,</p> <p>That the White Paper on Future of Working Remotely in Ontario's Single Tier Municipalities dated June 2021 (Appendix C) prepared on behalf of the Regional Single Tier Human Resources Group BE RECEIVED FOR INFORMATION.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR466/2021 ETPS 845	SCM 300/2021, SCM 224/2021, C 152/2021 & SCM 350/2021	Commissioner, Economic Development & Innovation	<p>That Report No. 110 of the Windsor Essex County Environment Committee (WECEC) of its meeting held June 24, 2021 indicating: That the proposal from the Windsor-Essex Youth Climate Council for a pop-up temporary separated bike lane on University Avenue BE ENDORSED. BE APPROVED; and,</p> <p>That City Council ENDORSE the creation of a pilot project for temporary separated bike lanes along University Ave. in 2022; and,</p> <p>That Administration CONSULT with external stakeholders including the University of Windsor, the DWBIA, Bike Windsor-Essex and other organizations or groups as appropriate to develop a pilot project for separated bike lanes along University Ave.; and,</p> <p>That Administration BE REQUESTED to report back to Council with a more detailed outline of the pilot project related to consistency including but not limited to financial implications and the following:</p> <ul style="list-style-type: none"> • Administration would engage with the University of Windsor to identify any potential funding or cost-sharing; • Administration, working collaboratively across departments, would develop design alternatives for the University Avenue corridor; • These alternatives would be presented to stakeholders in a public consultation program; and, • Administration would report back to Council with a recommended alternative, results of public consultation, and cost estimates to seek Council's approval for construction as well as for funding approval of associated capital and operating costs. 	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR475/2021 CR452/2021	C 123/2021	Commissioner, Community Services	<p>I. That City Council DIRECT Administration to work with the consultant to develop different costing options for the final detailed design of the Festival Plaza that vary in price, and once completed, undertake public and stakeholder consultations on those designs. This will give Council the opportunity to determine the level of investment that should be made at Festival Plaza; and,</p> <p>II. That City Council DIRECT the Manager of Parks Development to apply for a site-specific amendment to the Official Plan and Zoning By-law 8600 to allow the necessary buildings and structures within Festival Plaza to extend above the crown of the pavement of Riverside Drive as all potential options will require an amendment; and,</p> <p>III. That City Council DIRECT Administration to create a detailed connectivity plan, including public consultation, between the riverfront and the adjacent areas along the CRIP footprint with special consideration for downtown areas. The plan should not include tunnels underneath Riverside Drive but rather should have multiple access points to link the northside of Riverside Drive to the southside of Riverside Drive focusing on pedestrian safety and include options for physical design changes to Riverside Drive; and further,</p> <p>IV. That City Council DIRECT Administration to prepare a comprehensive Council report that incorporates all of the above recommendations.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR476/2021 CR452/2021	C 129/2021	Commissioner, Community Services	<p>That City Council APPROVE the design of the building and the terraces for the Legacy Beacon as the new home for Streetcar No. 351, located on the waterfront North of Riverside Drive at the foot of Caron Avenue in Legacy Park (Appendix A); and,</p> <p>That the City Planner BE DELEGATED the authority to approve the Site Plan Control Application and BE AUTHORIZED to approve minor changes to the design to allow for the construction for a permanent building (Legacy Beacon) to house Streetcar No. 351; and,</p> <p>That City Council APPROVE and pre-commit \$1,000,000 in 2023 from the Central Riverfront Festival Plaza (PFO-003-15) for the incremental construction costs needed at the Legacy Beacon; and further,</p> <p>That Administration REPORT BACK to Council with a business case for the concession/terrace area prior to the 2022 budget deliberation meetings or as soon as possible thereafter.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR496/2021 CSPS 163	SCM 329/2021 & S 51/2021	Commissioner, Community Services	<p>That the report of the Senior Manager of Facilities dated May 13, 2021 entitled "CQ 4-2021 - Proposal for Council consideration to provide menstrual hygiene products in select municipal buildings free of charge" BE RECEIVED for information; and,</p> <p>That Council APPROVE a 1-year pilot program-Option C as outlined in the administrative report, to provide free menstrual products in public women's, men's, universal and family washrooms at the locations listed below:</p> <ul style="list-style-type: none"> • WFCU Centre • Windsor Water World • Windsor International Aquatic and Training Centre • Capri Pizzeria Recreation Complex • 350 City Hall Square W. • 400 City Hall Square E; and, <p>That the estimated cost of \$19,000 plus HST BE FUNDED from the City's Budget Stabilization Reserve (BSR) Fund; and further,</p> <p>That the City's Advisory Committees, Boards and Commissions (ABC's) BE MADE AWARE of the pilot program and BE REQUESTED to adopt a similar program at their facilities where applicable; and,</p> <p>That Administration REPORT BACK to Council with a six month interim report to provide a status update, and after one year with the results of the pilot program to request annual operating funds through the 2023 budget process.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR497/2021 CSPS 164	SCM 333/2021 & S 132/2021	Commissioner, Community Services	<p>That the report of the Cultural Development Coordinator and Manager of Culture & Events dated September 16, 2021 entitled “Update of Round 2 of the Arts, Culture and Heritage Fund 2021 – City Wide” BE RECEIVED for information; and,</p> <p>That Administration REPORT BACK during the 2022 budget deliberations with potential increases to the Arts, Culture and Heritage Fund Grant Program funding envelope that matches and keeps pace with growth in the community; and,</p> <p>That Administration BE DIRECTED to investigate the possibility of private sector partnerships to augment the funding envelope that this program delivers to the community.</p>	
November 15, 2021	CR520/2021 ETPS 867	SCM 363/2021 & S 136/2021	Commissioner, Economic Development & Innovation	<p>That the report of Transportation Planning Senior Engineer dated September 27, 2021 entitled “2019 Road Safety Report – City-Wide” BE RECEIVED for information; and further,</p> <p>That the data in this report BE REVIEWED and BROUGHT FORWARD when decisions related to development patterns and other investment in infrastructure are being considered including but not limited to opportunities for development or planning.</p>	
November 15, 2021	CR526/2021	C 132/2021	Commissioner, Corporate Services	<p>That Council APPROVE the award of RFP 41-21, Municipal Property Tax Software Solution, to CentralSquare Canada Software Inc. as the successful and sole proponent, for an initial period of three (3) years, with potential renewals for successive one (1) year periods, provided all terms and conditions remain the same; and...</p> <p>That a funding plan to address annual operating budget impacts of the new tax software BE REFERRED to the 2023 Operating Budget deliberation process if the Pay-As-You-Go funding plan is not approved as part of the 2022 operating budget deliberation process.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 13, 2021	B28/2021	C 176/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That City Council APPROVE the following recommendations upon the City receiving written confirmation from the Green and Inclusive Community Building grant provider that the City's grant application for the Re-imagined Adie Knox Herman project has been awarded the requested funding:... That City Council DIRECT Administration to report to City Council on options for Adie Knox Herman project funding, should the grant not be awarded in whole or in part.	
December 13, 2021	B34/2021 CR419/2021	C 113/2021	Commissioner, Community Services	That the report of the Project Administrator dated August 27, 2021 entitled "Proposed Artificial Turf Sports Field - Ward 6 & 7" BE REFERRED back to Administration to continue to explore artificial turf options with stakeholders for Council's consideration.	
December 13, 2021	B38/2021	C 171/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That this report with regards to the Power to Impose a Tax on Vacant Residential Units BE RECEIVED for information; and further, That City Council APPROVE the development of a Vacant Residential Unit Tax program for the City of Windsor; and further, That Administration BE DIRECTED to conduct further research in terms of designing and implementing a Vacant Residential Unit Tax program inclusive of community consultation and that a fully developed program be brought back to City Council for approval prior to implementation; and further, That City Council APPROVE the use of funding from the Budget Stabilization Reserve to offset any shortfall in the projected revenue up to the \$100,000 that has been included in the 2022 Operating Budget in the event that the implementation of a Vacant Residential Unit Tax program be delayed.	
December 13, 2021	B47/2021	Clerk's File: GH/14271	Commissioner, Human & Health Services	That the Executive Director Housing and Children's Services BE REQUESTED to report back to the Community Services and Parks Standing Committee related to pressures specific to the Rent Assistance Program in 2022	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 20, 2021	CR553/2021	C 190/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That the December 7, 2021 report from PSD Citywide Inc. entitled “Improving the Identification, Monitoring, and Tracking of Development Charges Related Projects at the City of Windsor”, which is financed by the Province of Ontario’s Audit and Accountability Fund, BE RECEIVED for information; and,</p> <p>That the City Treasurer BE AUTHORIZED to post the PSD Citywide Inc. reports to the corporate website by no later than January 31, 2022 in accordance with the grant’s requirements; and,</p> <p>That Administration BE DIRECTED to further assess the reports developed by PSD Citywide Inc. AND the recommendations presented in the report to better understand their value and any cost implications, AND where deemed appropriate bring those items forward for consideration in future budgets.</p>	
December 20, 2021	CR555/2021 ETPS 864	SCM 361/2021, C 154/2021 & AI 19/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>1) That City Council RECEIVE the report of the Supervisor of Environmental Sustainability & Climate Change dated October 7, 2021, entitled "Response to Council directive regarding applying a climate lens to the City's purchasing practices – City Wide"; and,</p> <p>2) That City Council APPROVE Administration proceeding with identified strategies for 2021/2022 including:</p> <ul style="list-style-type: none"> • Form an internal Sustainable Purchasing Team; • Update current purchasing procedures/documents to ensure environmental sustainability and climate change is being considered; • Update the City's Sustainable Purchasing Guide (2015) to reflect updates for climate change considerations; and • Join the Canadian Collaboration for Sustainable Procurement for 2021/2022; and, <p>3) That Administration REPORT BACK to City Council by the third quarter (Q3) 2022 with a report on achievements and possible next steps.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 17, 2022	CR19/2022 CR543/2021 Clause 7, 8 & 9	C 141/2021 & AI 1/2022	Commissioner, Economic Development & Innovation	<p>...7. That the annual operating cost requirements BE REFFERED to the 2023 budget.</p> <p>8. That Administration BE DIRECTED to report back to Council with a by-law and policy amendment for Council consideration that provides for options to add signalized traffic management tools at school crossing checkpoints on arterial roadways where they do not currently exist and are not likely to meet the full scope of warrant criterion as is currently applied and that this information BE BROUGHT FORWARD to Council by the 2nd quarter of 2022.</p> <p>9. That Administration BE DIRECTED to report back specifically related to the school crossing at the Cabana and Caron/Clara intersection with potential funding options to install a pedestrian acitivated traffic light at that location.</p>	
January 17, 2022	CR20/2022	C 6/2022	Chief Administrative Officer	<p>That City Council APPROVE waiving the fees associated with the BIA Parklet, Curbside and Sidewalk Cafes for 2022; and,</p> <p>That City Council APPROVE increasing the current 15 minutes free parking via the City of Windsor Parking App to 60 minutes, and also include surface parking lots; and...</p> <p>That the financial impacts from these recommendations BE REPORTED to City Council as part of the 2022 Quarterly Variance reports as COVID 19 pandemic costs; and,</p> <p>That the following recommendation BE DEFERRED to the January 31, 2022 Council Meeting to allow for administration to provide additional information related to the financial impacts of waiving licence fees, and deferring the business licence deadline beyond June 30, 2022, to the next calendar year, including waiving penalties/interest charges:</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 31, 2022	CR33/2022 CSPS 172	SCM 6/2022 & SCM 403/2021	Commissioner, Community Services	<p>That the minutes of the Community Public Art Advisory Committee of its meeting held October 12, 2021 BE RECEIVED for information; and further,</p> <p>That the portion in the subject minutes pertaining to the sculptural tribute honouring music industry pioneer Rosalie Trombley BE REFERRED back to Administration to determine whether a public display can be considered, either at the Chimczuk Museum or the Art Gallery of Windsor, and that this BE REPORTED BACK to Council.</p>	
January 31, 2022	CR36/2022 CSPS 175	SCM 9/2022 & S 144/2021	Commissioner, Human & Health Services	<p>That the report of the Coordinator of Housing Administration & Policy dated October 28, 2021 entitled "Rent Supplement Program Expiries and Mitigation Strategy – City Wide" BE RECEIVED for information; and,</p> <p>That the Corporation of the City of Windsor REQUEST the Province of Ontario and Government of Canada to provide further financial support to extend funding for rent supplement/housing allowance programs and include reference to impacts of the sunseting of rent supplement and housing allowance programs including specific data points; and,</p> <p>That the Association of Municipalities of Ontario (AMO) BE REQUESTED to quantify these impacts province-wide; and,</p> <p>That the resolution BE FORWARDED to Windsor and Essex County Members of Parliament (MPs), Windsor and Essex County Members of Provincial Parliament (MPPs), the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Ontario Municipal Social Services Association (OMSSA), the Ministry of Municipal Affairs and Housing, and the Premier of Ontario; and further,</p> <p>That, should the sunseting of rent supplement and housing allowance programs proceed, the impacts BE REPORTED to Council prior to the March 31, 2022 deadline along with options to mitigate those impacts.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 14, 2022	CR57/2022	C 18/2022	Commissioner, Infrastructure Services	<p>That the report of the Commissioner of Legal & Legislative Services dated January 31, 2022 entitled "Response to CQ 24-2021 - By-law to Require All Property Owners to Maintain Their Properties Free from Rodents and Further Researching Best Practices from Other Municipalities - City Wide" BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report back at a future date on the data collected and potential strategies to target the issue of rodents in our community; and further,</p> <p>That Administration BE DIRECTED to initiate an education and awareness campaign so residents are more aware of the existing Rodent Extermination Program.</p>	
February 14, 2022	CR70/2022 CR47/2022 CR542/2021	C 169/2021 & AI 2/2022	Chief Administrative Officer	That the report of the (Acting) Executive Initiatives Coordinator dated October 29, 2021 entitled "Streamlining Approvals to Enable Rapid Execution of Council's Vision and Direction" BE REFERRED to a Strategic Planning Session of Council.	
February 28, 2022	CR82/2022	C 28/2022	Commissioner, Infrastructure Services	<p>That the Street Lighting Policy, attached as Appendix B of this report, BE ADOPTED;</p> <p>That the Local Improvement Policy, attached as Appendix A of this report, BE ADOPTED; and,</p> <p>That the annual operating cost requirements BE REFERRED to the 2023 budget process.</p>	
March 21, 2022	CR98/2022	Clerk's File: SW2022	Commissioner, Infrastructure Services	<p>That the correspondence from the Friends of the Court dated February 14, 2022 regarding the condition of Brock Street between Sandwich Street and Peter Street BE RECEIVED for information; and further,</p> <p>That Administration REPORT BACK outlining the cost differential between repaving Brock Street between Sandwich Street and Peter Street during the reconstruction phase of Sandwich Street instead of a stand alone project after the reconstruction, when a response to CQ 3-2022 asked on February 14, 2022 requesting a report outlining how deficient residential roads not in the 10 year capital budget will be addressed is brought forward to Council.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 21, 2022	CR102/2022 CR538/2020	C 187/2020 & AI 21/2021	Commissioner, Legal & Legislative Services	<p>That the report of the Senior Legal Counsel dated September 18, 2020 entitled "Council Question CQ23-2019 - Payday Loan Establishments - City Wide" BE RECEIVED for information; and further,</p> <p>That Administration PROCEED with establishing a cross-sectoral committee with the appropriate partners and representatives to acquire local information and develop a strategy to distribute education materials regarding alternative financial options and supports; and,</p> <p>That Administration REPORT BACK to the Community Services Standing Committee after one year with a summary of work completed to date.</p>	
April 11, 2022	CR139/2022	C 20/2022	Commissioner, Infrastructure Services	<p>1. That the report of the Policy Analyst dated February 1, 2022 entitled "Cost of Adding the BIAs as Community Safety Zones" BE RECEIVED for information; and,</p> <p>2. That Traffic By-law 9148 BE AMENDED to implement Community Safety Zones in all of the Business Improvement Areas (BIAs); and, that the City Solicitor BE DIRECTED to prepare the necessary documents to amend the by-law; and further,</p> <p>3. That the required ongoing annual maintenance costs associated with the signs installed for Community Safety Zones in the BIAs BE REFERRED to the 2023 Operating Budget, and that the \$48,000 in capital costs BE FUNDED in the manner detailed in the Financial Matters section of the report.</p>	
April 11, 2022	CR150/2022 ETPS 887	SCM 85/2022 & S 29/2022	Commissioner, Infrastructure Services	<p>That Administration BE AUTHORIZED to initiate a Home Flood Protection Program on a pilot basis; and further,</p> <p>That Administration REPORT BACK to City Council on completion of the pilot program.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 11, 2022	CR154/2022	C 61/2022	Commissioner, Legal & Legislative Services	<p>That the results of the email poll authorized by Mayor Drew Dilken on Wednesday April 6, 2022 approving the following BE CONFIRMED AND RATIFIED:</p> <p>That Council DIRECTS Administration to SUSPEND the Hybrid Work Policy effective immediately, and to ensure all staff are working in-office no later than May 1, 2022 and for Administration to NOTIFY City Council once a structured and effective implementation plan has been developed such that the Policy is able to be rolled-out in a manner that benefits the Corporation.</p>	
April 25, 2022	CR171/2022	C 54/2022	Commissioner, Legal & Legislative Services	<p>That the report of the (Acting) Licence Commissioner and the Executive Initiatives Coordinator dated March 25, 2022 entitled “Residential Rental Licensing By-law—Wards 1 & 2” and draft by-law, “A By-law Respecting the Licensing of Residential Rental Housing Units,” attached as Appendix A, BE RECEIVED for information; and,</p> <p>That Council APPROVE the proposed residential rental licensing framework described in this report; and,</p> <p>That Council APPROVE the attached draft by-law, to be brought into effect upon the final implementation of the approved framework; and further,</p> <p>That Administration REPORT BACK TO COUNCIL on the results of the two-year pilot study within Wards 1 and 2.</p>	
April 25, 2022	CR184/2022 CSPS 181	SCM 112/2022 & S 39/2022	Commissioner, Community Services	<p>That the report of the Manager of Culture & Events dated March 15, 2022 entitled “City of Windsor Lancaster Bomber FM 212 Progress Report 2019-2021 – Ward 3” BE RECEIVED for information; and further,</p> <p>That Administration BE DIRECTED to report to City Council regarding a fundraising strategy, a plan for assembly of the aircraft, and options to display the aircraft to the public once the assembly portion has been completed.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR195/2022	C 1/2022	Commissioner, Infrastructure Services	<p>That the report of the Engineer II dated January 5, 2022 entitled “Response to CQ13-2021 – Basement Flood Risk Reduction Update – Ward 7” BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report back to Council on what effective monitoring program can be put in place to give early warning in order to mitigate future flooding events and make proper adjustments to the system as needed.</p>	
May 9, 2022	CR202/2022	C 69/2022	Commissioner, Corporate Services	<p>That City Council RECEIVE the information contained in the 2022 Tax Policy Report; and,</p> <p>That City Council APPROVE the following Tax Policy Principles which will be used to calculate the 2022 Final Property Tax Rates:</p> <ol style="list-style-type: none"> 1. That the Optional Tax Classes of office building, shopping center, parking lot/vacant commercial land, and large industrial CONTINUE to be used in the establishment of annual property tax rates. 2. That Administration CONTINUE TO MONITOR the application of a Small Business Class and REPORT BACK to City Council for further direction as part of the 2023 Tax Policy report. 3. That tax reductions for the first sub-classes of farmland awaiting development (FAD 1) BE REDUCED ANNUALLY by the allowed 10% starting in taxation year 2022 through to taxation year 2025. 4. That tax reductions for the second sub-classes of farmland awaiting development (FAD 2) BE ELIMINATED. 5. That the Municipality CONFIRM the threshold on the tax level for eligible new construction at 100%... 	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR203/2022	C 72/2022	Commissioner, Corporate Services	<p>...That Council APPROVE the Operating & Capital Budget timelines for the development of the 2023 Operating & Capital budgets as outlined in Table A (Operating & Capital Budget Timeline) of this report; and,</p> <p>That Administration BE DIRECTED to bring forward a 2023 Operating Budget that provides options to meet Council's fiscal targets status quo from the 2022 Budget Deliberation process with a 0% tax increase option along with 5% departmental reduction targets being brought forward for each department and that this also apply to all City Agencies, Boards, and Commissions (ABCs); and,...</p>	
May 9, 2022	CR204/2022	C 72/2022	Commissioner, Corporate Services	That Administration BE REQUESTED to bring back recommendations for budget engagement tools for the 2023 Budget Deliberation process for Council's consideration.	
May 9, 2022	CR209/2022	SCM 121/2022 & S 42/2022	Commissioner, Corporate Services	<p>That the report of the Community Energy Plan Administrator dated April 8, 2022 entitled "Science Based Targets for GHG Reduction – City Wide" BE RECEIVED for information; and,</p> <p>That City Council APPROVE IN PRINCIPLE Windsor's Science Based Targets of a 68% reduction in city-wide emissions (scope 1 and 2) and a 55% reduction in corporate-wide emissions (scope 1 and 2) below 2005 baseline by 2030; and,</p> <p>That City Council APPROVE IN PRINCIPLE a NET ZERO Target for 2050; and.</p> <p>That Administration BE DIRECTED to report back with an updated strategy to reach these targets by November 2023 that considers implementation timelines, resourcing and financial impacts of meeting science-based targets; and further,</p> <p>That Administration BE DIRECTED to send a letter to the County of Essex and City of Detroit requesting their support of Windsor's Science Based Targets for GHG Reduction.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR 222/2022	SW2022 15	Commissioner, Corporate Services	That Administration BE DIRECTED to bring back a report before the next winter season, on possible ways that we can address the large gap between the demand for Snow Angels and the number of residents that are assisted. Options should include, but not be limited to improving our recruiting efforts of volunteers and/or providing the service with a set fee or no fee.	
May 30, 2022	CR228/2022	C 82/2022	Commissioner, Community Services	<p>That the report of the Executive Initiatives Coordinator dated May 4, 2022 entitled "CQ 7-2022 - Response to CQ 7-2022 - Expansion of Dog Parks within the City - City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to begin the process of adding two additional dog parks at Oakwood Park and Elizabeth Kishkon Park after the community has BEEN CONSULTED as outlined in the Dog Park Policy; and,</p> <p>That these additional dog parks BE FUNDED as follows: reallocation of \$750,000 in 2022 PAYG funds and the reallocation and pre-commitment of \$130,000 in 2023 PAYG funds from capital project PFO-009-12 – Parks Bridges/Shelters/Buildings/Capital Rehabilitation Program to capital project PFO-010-17 – Dog Park Development, to be replaced with the transfer of \$880,000 from Fund 151 – Parkland Acquisition Reserve back to capital project PFO-009-12; and further,</p> <p>That Administration REPORT BACK to Council with potential edits to the Dog Park Policy to allow smaller, urban parks to be used as dog parks as well.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 30, 2022	CR246/2022	SCM 145/2022	Commissioner, Corporate Services	<p>That the attached Internal Audit Summary report provided by PricewaterhouseCoopers LLP (PwC) for the period December 1, 2021 to April 30, 2022 comprised of the following:</p> <p>a) Summary of use of unallocated effort b) Complaints and Investigations c) Road Infrastructure Maintenance Processes VFM Internal Audit Report d) Smart City Cyber Risk Mitigation Internal Audit Report e) Management Action Plan Validation Report f) Annual Performance Report</p> <p>BE RECEIVED for information; and,</p> <p>That City Council AUTHORIZE administration to proceed to implement the Management Action Plans as prescribed in the internal audit reports; and further,</p> <p>That City Council DIRECT administration to report on the progress of the implementation of the Management Action Plans and that such reports should coincide with the Auditor General's internal audit updates to City Council.</p>	
May 30, 2022	CR250/2022 Clause II	C 95/2022	Commissioner, Infrastructure Services	<p>I. That the report of the Project Administrator, Corporate Projects, dated May 18, 2022 entitled "Peace Fountain Replacement – Ward 6" and its appendices (attached) BE RECEIVED for information; and,</p> <p>II. That Council DIRECT Administration to MOVE FORWARD with Option 1: Floating Fountain design concept, and that Administration PERFORM public consultation and BRING FORWARD final design, costing and funding options for presentation to Council for the 2023 Capital Budget; and...</p>	
June 13, 2022	CR262/2022 Clause 5	C 91/2022	Commissioner, Corporate Services	<p>5. That Administration BE DIRECTED to further investigate and consider appropriate strategies in order to address the increasing impacts of inflationary pressures on the capital budget and report back on how to manage and address these pressures as part of the 2023 budget process.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 13, 2022	CR 272/2022	C 98/2022	Commissioner, Community Services	<p>...That the results of the Consultant's report for a new outdoor ice rink at City Hall BE REFERRED to the 2023 budget for funding required; and further,</p> <p>That Administration BE DIRECTED to work with representatives from All Saints Church for alternatives/options for the next skating season.</p>	
June 13, 2022	CR273/2022 CR208/2022 ETPS892	SCM 120/2022 & S 14/2022	Commissioner, Infrastructure Services	<p>That Local Improvement works for storm sewers, curb and gutter for those street segments not yet constructed to the municipal standard within the area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east, as shown on drawing 4M-206 BE RECOMMENDED to future Capital Budgets and prioritized relative to their technical scoring, subject to cost-sharing for such works as established by CR554/2019; and,</p> <p>That WSP Canada Inc. firm BE APPOINTED as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O'Neil Drain and to the O'Neil Drain from south of Hallee Crescent to Division Road under section 78 of the Drainage Act; and further,</p> <p>That Administration BE DIRECTED to report back to Council once the Drainage report for the repair and improvement of the Dawson Drain is complete.</p>	

Outstanding Council Directives Tracking Log

Updated:2022-08-04

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 11, 2022	CR284/2022	C 105/2022	Commissioner, Corporate Services	<p>...That the Clerk and CFO/City Treasurer BE AUTHORIZED to UNDERTAKE and EXECUTE any and all documents and agreements as necessary to complete the long-term borrowing, satisfactory in legal form to the City Solicitor and financial/technical form to the City Treasurer; and further,</p> <p>That the CFO/City Treasurer BE INSTRUCTED to report back to City Council the results of the long-term borrowing at the earliest opportunity following completion; and further,</p> <p>That in the event Council is determined to be “Lame Duck” during the period commencing August 19, 2022 and ending November 14, 2022 the outgoing Council is AUTHORIZED to pass any by-laws deemed to be necessary or appropriate in connection with the issuance of one or more debentures; and,</p> <p>That the City Solicitor BE AUTHORIZED to prepare all necessary by-laws.</p>	
July 11, 2022	CR302/2022	C 104/2022	Commissioner, Infrastructure Services	That the report of the Development Engineer dated June 17, 2022 entitled “Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing – Ward 5” BE DEFERRED to the August 8, 2022 meeting of Council to allow for the applicant to meet with administration to discuss the client’s share of servicing costs.	
July 11, 2022	CR304/2022 Clause IV	C 107/2022	Commissioner, Community Services	IV. That Administration BE DIRECTED to conduct a second round of public consultations regarding Lanspeary Park overall redevelopment in conjunction with the public pool consultation; and...	
July 25, 2022	CR311/2022	C 118/2022	Commissioner, Corporate Services	<p>That the 2021 Annual Investment Compliance Report for the year ending December 31, 2021 BE RECEIVED for information; and further,</p> <p>That Administration REPORT BACK on ways to broaden the City of Windsor's portfolio and access other Joint Investment Boards (JIBs) that are endorsed by the Association of Municipalities of Ontario (AMO) and the Municipal Finance Officers' Association of Ontario (MFOA), including the benefits and drawbacks of investing in these other financial vehicles.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 25, 2022	CR327/2022 CSPS 188	SCM 201/2022 & C 85/2022	Commissioner, Human & Health Services	<p>That the report of the Coordinator of Housing Administration & Policy dated May 9, 2022 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to send correspondence to the Premier of Ontario, the Minister of Municipal Affairs and Housing, local Members of Provincial Parliament (MPPs), and the Association of Municipalities of Ontario (AMO), outlining the challenges of the sunseting of the rent supplement and housing allowance programs and urging the government to provide funding to address the shortfalls outlined in the report; and further,</p> <p>That Administration REPORT BACK to Council with options on how to address those funding shortfalls.</p>	
July 25, 2022	CR332/2022 Clause 6	C 115/2022	Commissioner, Corporate Services	6. That City Council DIRECT Administration to provide a report on all projects impacted by the delegated authority granted during the 'Lame Duck' period, subsequent to the conclusion of the 'Lame Duck' period; and...	
July 25, 2022	CR333/2022 Clause 1f	C 111/2022	Commissioner, Corporate Services	<p>1. That City Council DELEGATE authority to the Chief Administrative Officer to approve the following, for the sole purpose of submitting grant applications:</p> <p>f. That City Council DIRECT Administration to provide a report on projects being submitted for grants which are over \$1,000,000 in potential grant funding for approval of the projects being recommended.</p>	
July 25, 2022	CR334/2022	C 123/2022	Commissioner, Corporate Services	That the report of the Executive Director of Human Resources dated July 11, 2022 entitled "Salary Market Review 2019 - 2020 - Non-Union and CAO/CLT - City Wide" BE REFERRED back to administration to allow for the 2019/2020 and the 2021/2022 salary market review to be conducted by a new consultant.	

Clerk's Note: The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

Clerk's Note: This summary chart is not intended to replace the actual minutes of all proceedings.

CENTRAL AVENUE POND REPORT

Prepared for:

ROSATI GROUP and N.O.C. DEVELOPMENT



PREPARED BY:

D.C. McCLOSKEY ENGINEERING LTD.

200-5745 Wyandotte Street East

Windsor, ON N8S 1M6

PROJECT M18-321

REVISED: 25 January 2021

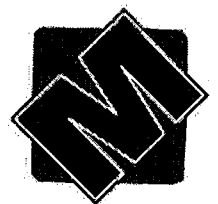


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ACKNOWLEDGEMENTS

Special thanks to the team at Landmark Engineering; including Mr. Daniel Krutsch, P. Eng. And Mr. Alain Michaud, P. Eng., for their assistance and technical contributions in the preparation of this report.



1.0 Introduction

1.1 Report Commissioning

D.C. McCloskey Engineering Ltd. has been retained by Rosati Group and N.O.C. Development (the owners of the property known as the Grand Central Business Park (GCBP) and the former school at the south end of Bernard Road in order to to evaluate the capacity of the Central Avenue detention pond in support of the proposed developments on each of the proponents properties and for future developments in the watershed.

1.2 Pond and Catchment Area Location Information

The Central Avenue Pond; herein referred to as "the pond"; is a regional facility located at the southwest quadrant of the intersection of Plymouth Drive and Central Avenue (photograph 1) and owned and maintained by the Corporation of the City of Windsor. This pond; including the linear pond section located on the south side of Plymouth Drive north of Grand Central Business Park (GCBP) detention pond, has a footprint of approximately 3.8 hectares and a catchment area of 108 hectares. The GCBP development located between Pillette Road, Plymouth Road, Central Avenue and the railway to the south has an area of 63 hectares. The GCBP property has an extensive internal network of large diameter storm sewers outletting to a private detention pond located in the northwest corner of the GCBP property which outlets to the Central Avenue Pond. The NOC proposed residential development on Bernard Road has an area of 2.8 hectares; including the eight building lots for Mr. Tom Tomas located on the east side of Bernard Road will outlet to the 1200mm storm sewer on Street B. A plan depicting the catchment area plan and storm sewer network is provided in Figure 1.



Photograph #1 – Central Avenue Pond – (looking east)

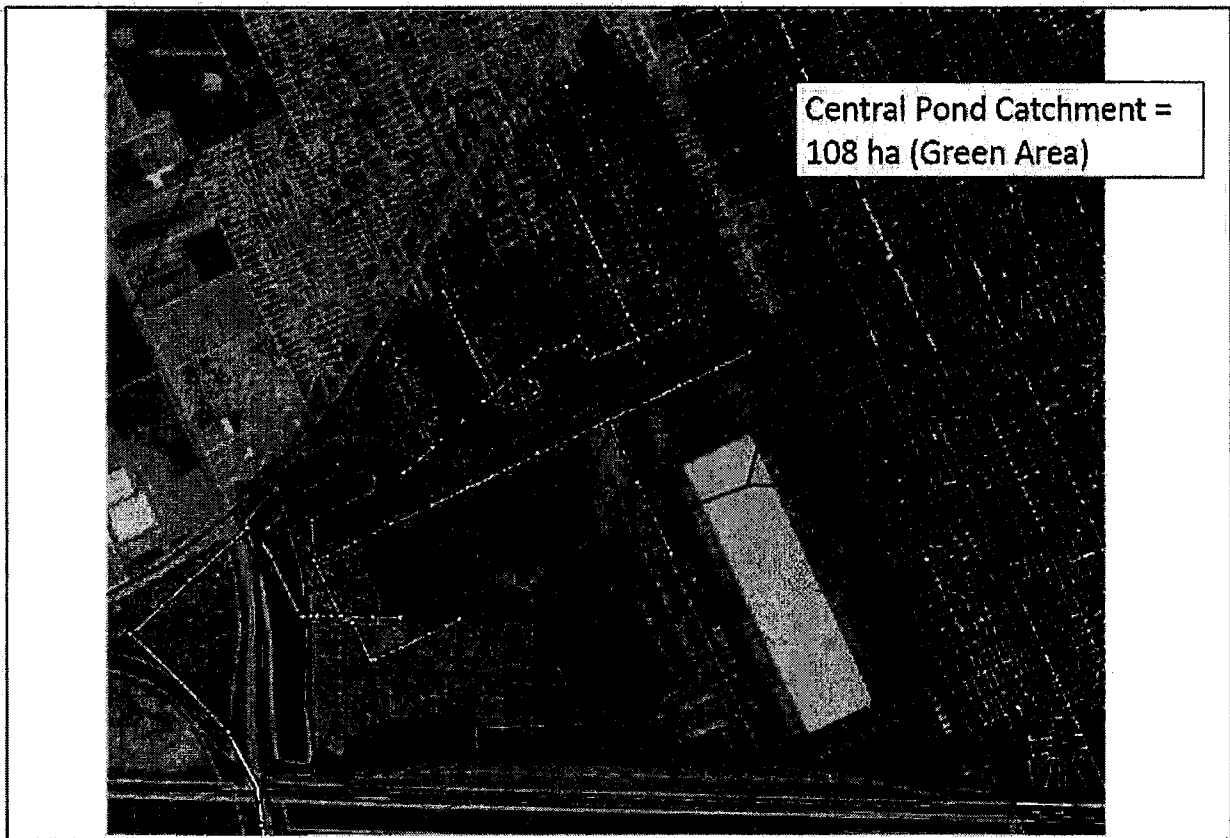


Figure 1 - Central Avenue Pond Catchment Area Storm Sewer Network



1.3 Historical Information of Central Pond

In 1993, MacLaren Engineers prepared a report for the Essex Region Conservation Authority (ERCA) to assess the upper Grand Marais Drain and provide recommendations for the mitigation of flooding occurring in the catchment area between Pillette Road and Walker Road. The MacLaren report; appended to the Stantec report in appendix A, provided several recommendations to prevent/reduce flooding in this area including the construction of a detention pond with a storage volume of 70,000 m³ and a maximum 2 m³/s discharge rate into the Grand Marais Drain.

The initial phase of the Central Avenue Pond was constructed in 1995 with a design having one inlet pipe from the Pillette Drain No. 2 area north of Plymouth Drive and two outlets from the Chrysler Plant (now known as GCBP), outletting into the east side of the pond at the location of the three permanent pools (figure 2). The pond was graded and bermed to route the storm water southerly along the length of the pond and loop back northerly to the outlet located at the northwest corner of this pond. The pond outlet pipe is located below Central Avenue and the parking lot on the southwest corner of Central and Grand Marais East and outlets into the open channel of the Grand Marais Drain. The original design of the pond provided substantial contact and settling time in the flow route that provided the required water quality treatment of the runoff.

Following construction, the Windsor Airport raised concerns regarding waterfowl congregating in the Central Avenue Pond, which is in fairly close proximity to the runway and glide paths at Windsor Airport. To address these concerns, the City subsequently altered the pond by installing a berm at the northerly permanent pool; effectively eliminating the conveyance of frequent flows in the clockwise loop, and directing the low flows northerly to the outlet pipe. In addition, a pump was installed to lower the water level from the design elevation of 182.6m to 182.0m.

These alterations (completed in 1997) eliminated the large expanse of open water within the pond and allowed the perimeter vegetation to grow into the channels and permanent pools. This heavy vegetation deters waterfowl, primarily Canadian Geese, from congregating in areas where predators could be hidden.

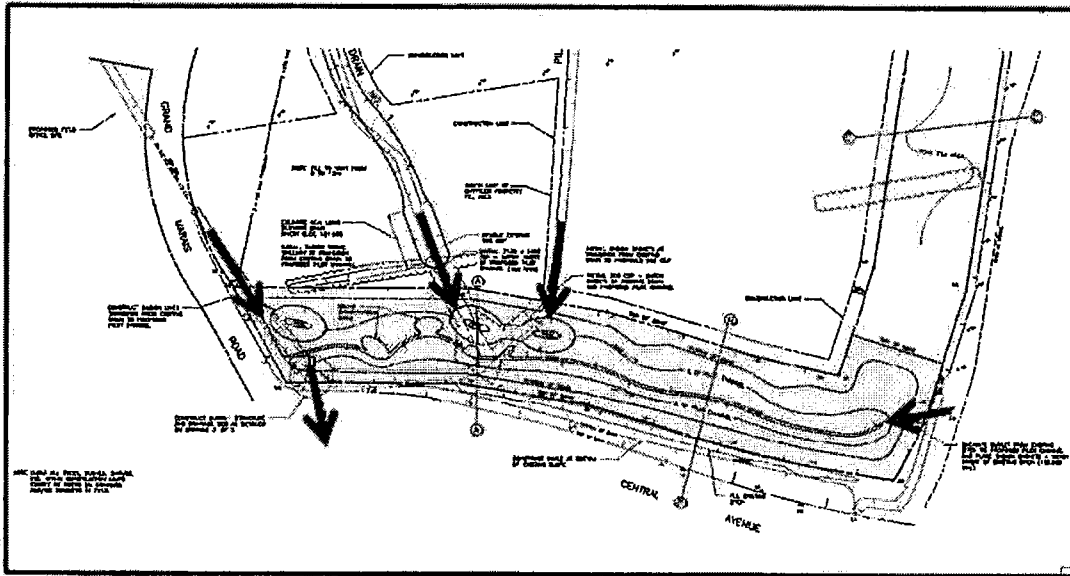


Figure 2 – Central Avenue Pond – Pond Inlet and Outlet (red arrow) Locations

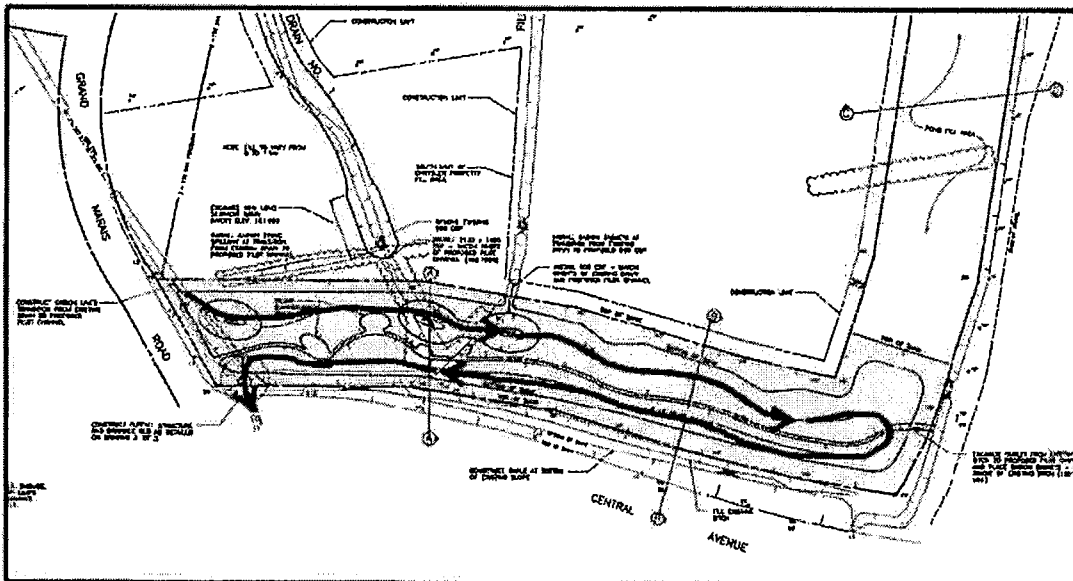


Figure 3 – Central Avenue Pond – Flow Route

1.4 Goals and Objectives of this Assessment

The goal of this assessment is to examine the potential for establishing a regional Stormwater Management (SWM) pond facility; within the existing Central Avenue Pond, to provide the required SWM quality and quantity requirements in accordance with the Ministry of the Environment, Conservation and Parks (MECP) SWM design guidelines and the Windsor/Essex Region Stormwater Management Standards Manual. This regional facility would provide the opportunity to provide SWM requirements for the entire Central Avenue Pond catchment area in lieu of more costly individual property measures.



After some initial discussion between representatives of the City of Windsor, Essex Region Conservation Authority and Landmark Engineers Inc., a preliminary meeting was held on December 4th, 2019 to discuss the potential for restoring/modifying the Central Avenue Pond to achieve some or all of the original SWM requirements for the proponent's developments and the Central Avenue Pond catchment area.

The City of Windsor and ERCA expressed their general receptiveness to the proposed initiative, subject to the proponents determining the feasibility of this initiative. This report outlines the findings of this initiative, more specifically: to assess and determine the full capabilities of the pond as a regional SWM facility; and determine the scope of improvements to be implemented to the pond and local conveyance systems to establish a properly functioning storm water system for the proposed development, as well as future development of the remaining undeveloped properties.

1.5 Report References

The preparation of this report referenced the following information:

1. Stormwater Management Report for Daimler Chrysler (currently known as Grand Central Business Park (GCBP) – prepared by Stantec dated 12 June 2000.
2. Addendum Report on the Upper Grand Marais Drain – prepared by MacLaren Engineers dated March 1993. MacLaren report included in the above Stantec report (appendix C).
3. City of Windsor; Mr. Rob Perissinotti, P. Eng., email on March 17, 2020 – confirmed overland flow routing permitted on Plymouth Drive for flows having a short duration and low flow depth.
4. Pre-Consultation Meeting - ERCA and City of Windsor Meeting - December 4, 2020.
Review of the terms of reference with the City and ERCA including the overland flow conveyance routing on Plymouth Drive.
5. In addition, reference was made to the correspondence between the City, ERCA, Windsor Airport, and MacLaren Engineers prior to implementing objectives of the pond, including fulfilling the modifications to the pond in 1996.



2.0 Assessment of Conveyance Capacity

A hydrologic and hydraulic modelling analysis was performed to evaluate the conveyance capacity the existing minor system (typically sewers that convey frequent storm flows) and major system (typically all roadways, boulevards, swales or watercourses that convey infrequent flows). The analysis was performed using current PCSWMM software with a dual drainage modelling approach that accounts for minor/major system (i.e. typically sewer/roadway) interaction.

The major system (roadway or open channel conveyance) were represented as a 1D network – as conduits with representative cross-sections representing the road surface or channel. The analysis followed the standards of the Windsor / Essex Stormwater Management Standards Manual dated Dec 2018. Impervious levels were based on measured hard surfaces. The Proposed Condition model assumed the GCBP area to be fully developed at 90% impervious levels and undeveloped residential lands north of Plymouth Road to be developed as 60% impervious levels.

2.1 Minor / Major System Capacity

The analysis findings confirm that the existing storm sewer system can convey a standard 5-year minor design storm from a fully developed condition without surface ponding as shown on the hydraulic grade line (HGL) profiles in appendix B.

For the 100-year major design storm, our analyses showed that local sewers combined with overland flow along roadways can effectively convey flows to the main drainage pathway, which can convey the 100-year flows to the pond. The main drainage pathway consists of the Grand Marais Drain open channel section (former Pillette No.1 Drain) from Central Pond to Tourangeau Rd as well as a trunk storm sewer varying from 750mm to 1200 mm diameter, which runs through Robert Park and along Lovric Road (the relevant HGL profiles are provided in appendix B).

It is acknowledged that the existing road grading results in surface ponding depths that exceed a typical standard maximum 0.3m at a few catch basins. Namely, there are two sag locations on both Robert Rd and Cappeletto Rd that range from 0.31m to 0.36m.

2.2 Boundary Conditions

The hydrologic and hydraulic modelling analysis considered water levels in the Central Avenue Pond, including outflow and stage impacts from backwater conditions downstream of the pond. These impacts were considered using the recently updated modelling on the Grand Marias Drain undertaken by Landmark Engineering.



2.3 Low-Lying Area - External Flows

Additional consideration was given to the low-lying area which exists between Bernard Rd and Tourangeau Rd, immediately south of Grand Marais Rd. A review of the topography north Grand Marais Rd confirmed that a sizable external area could potentially direct overland flow towards the low-lying area. A simplified approach was taken to estimate this potential and is summarized as follows. It was assumed that the existing minor system could convey flows from a typical 5-year storm sewer design storm and that all rainfall greater than 5-year would be 100% effective surface runoff (i.e. no losses). Therefore, a rainfall hyetograph representing the resultant 100-year minus 5-year rainfall was uniformly applied over the external area, which was bounded by Grand Marais Rd to the south, Tecumseh Rd to the north, Central Avenue to the west and Pillette Rd to the east. GeoHECRAS 2D software was used purely as a surface model to analyze the surface attenuation and surface flow over a 2D mesh derived from OMAFRA Lidar DTM 2016-2018. The model was used to capture surface flow hydrographs at specific locations, namely along the south side of Grand Marais Rd at intersection of Bernard Rd, Tourangeau Rd, Allyson Rd as well as along the south side of Plymouth Rd adjacent to the pond. These hydrographs were then inputted into the PCSWMM model as external inflows for the 100-year 4-hour Chicago storm scenarios.

2.4 Model Scenarios

The following model scenarios were evaluated to compare various conditions such as; backwater conditions versus free outfall, impact of potential external flows from outside of the Central Pond catchment area, and impact of modifications to the GCBP pond:

- Proposed Condition Scenario 1 (Pr1): Considers the Central Pond catchment area only with no consideration to potential external flows.
- Pr2: Pr1 + external flows north of Grand Marais Rd
- Pr3: Same as Pr2, except for addition of recommended 900mm dia. storm relief to route external flows to the trunk storm sewer at the south end of Bernard Rd.
- Pr4: Same as Pr3, except for Central Pond outlet changed to free outfall.
- Pr5: Same as Pr3, except for recommended 300mm dia. orifice on GCBP 900mm dia. auxiliary outlet and 750mm dia. orifice on GCBP 1200mm dia. pond outlet.
- Pr6: Same as Pr1, except for recommended 300mm dia. orifice on GCBP 900mm dia. auxiliary outlet and 750mm dia. orifice on GCBP 1200mm dia. pond outlet. This scenario applies to the larger volume / lower intensity SCS 100-year 24-hour storm and AES 100-year 12-hour storm. Given the rainfall intensities are significantly lower than typical 5-year design intensities; it is assumed that the minor system of the external area can convey the peak flows from these storms (i.e. no overland flow from the external area under these storm events).

Appendix B includes HGL profiles for various scenarios under minor and major storm events.



3.0 Assessment of Storage Capacity

The hydrologic and hydraulic modelling analysis performed for conveyance assessment were also used to evaluate the stage/storage and outflow relationship of the Central Pond under various design storms. OMAFRA LiDAR DTM 2016-2018 mapping was used to determine the as-built sizing of the pond. As illustrated below, the resolution and accuracy of the LiDAR allows for a very useful and reliable representation of the pond and its storage capacity at various stages. Figure 4 below is a depiction of the LiDAR mapping.



Figure 4 – LiDAR Mapping of Central Avenue Pond (top) and GCBP Pond (right side)

The assessment was undertaken based on the following original design parameters:

- Normal Water Level (NWL) = 182.6m
- High Water Level (HWL) = 185.0m
- Maximum Outflow Rate = 2.0 m³/s

As mentioned in the previous section, existing impervious levels were based on measured hard surfaces, with the GCBP area assumed to be fully developed at 90% impervious and undeveloped residential lands north of Plymouth Road assumed to be developed as 60% impervious. The pond outlet is assumed to be restored similar to its original design intent, which includes a 300mm dia. low flow pipe with invert set at the NWL of 182.6m, a 900mm dia. opening with backflow protection as a secondary outlet starting at elevation 183.4m and a 9m wide weir for high stage relief at a spill elevation of 184.8m.



3.1 Central Pond Capacity

As illustrated in Table 1, the Central Pond is sufficiently sized to handle the expected 100-year storm flow while meeting the original design intent. The table further demonstrates that the boundary condition, external flow and storm distribution have a marginal effect on the pond water level. The pond provides 47,900 m³ of storage at the 185.0m design maximum water level.

Scenario	Max. WL	Max. Volume	Peak Outflow
	m	m ³	m ³ /s
Pr1_5y4h	184.14	25,640	0.97
Pr1_100y4h	184.89	45,050	1.73
Pr2_100y4h	184.92	45,870	1.94
Pr3_100y4h	184.94	46,410	2.08
Pr4_100y4h	184.79	42,380	2.01
Pr5_100y4h	184.92	45,850	1.94
Pr6_100y12h	184.93	46,140	2.00
Pr6_100y24h	184.85	43,900	1.60

Table 1 – Central Pond Hydraulics

During scenario Pr3_100y4h the peak outflow rate of 2.08 m³/s exceeds the recommended release rate from Central Pond of 2.0 m³/s (design flow rate as per McLaren report appended to Stantec report in Appendix C). Table 1 shows a release rate of 2.08 m³/s for Scenario Pr3 (referenced below), which exceeds the recommended rate of 2.0 m³/s as defined by the MacLaren report (appended to Stantec report in Appendix C). We confirm that this exceedance has no impact on the Grand Marais Drain flow regime. Furthermore, we provide Figure 5 below to illustrate the short-duration and relatively negligible volume that exceeds the recommended rate.

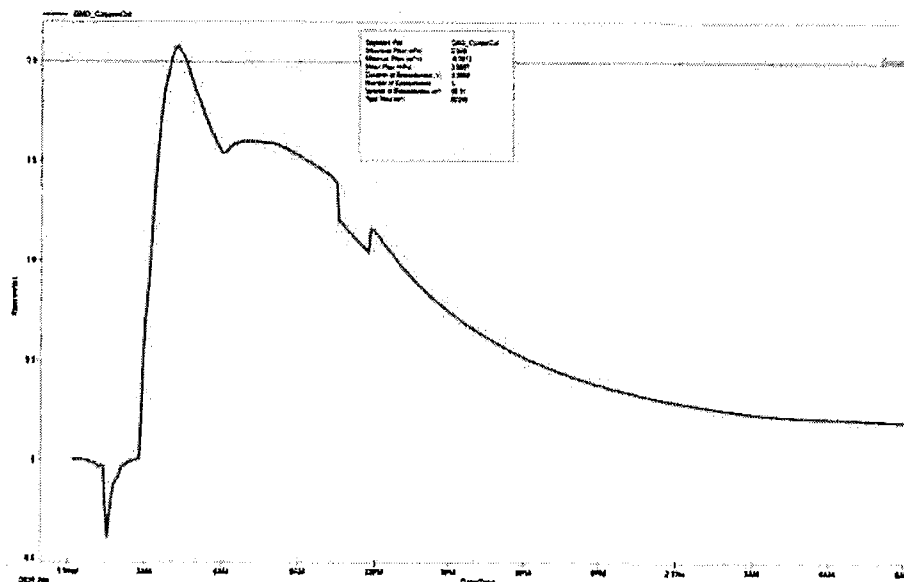


Figure 5 – Pr3 100-year 4-hour Central Pond peak outflow model scenario hydrograph.



3.2 GCBP Pond Capacity

As illustrated in the table below, the pond is sufficiently sized to handle the expected 100-year storm flows.

Scenario	Max. WL	Max. Volume	Peak Outflow
	m	m ³	m ³ /s
Pr1_5y4h	184.15	6,730	1.94
Pr1_100y4h	185.10	13,600	3.51
Pr2_100y4h	185.11	13,680	3.46
Pr3_100y4h	185.18	14,260	3.03
Pr4_100y4h	185.10	13,620	3.50
Pr5_100y4h	185.55	17,190	7.95
Pr6_100y12h	185.40	15,980	2.98
Pr6_100y24h	185.44	16,280	3.92

Table 2 – GCBP Pond Hydraulics

The GCBP pond has an available capacity of 17,300m³ at a low bank elevation of 185.6m. Table 2 demonstrates that an additional 3,500 m³ of storage capacity can be achieved by controlling the outflow of the GCBP into the Central Pond. This recommendation proposes to install a 300mm dia. orifice on the GCBP 900mm dia. auxiliary outlet and a 750mm dia. orifice on the GCBP 1200mm dia. pond outlet. The two additional controls raise the pond 100-year maximum water level from 185.18m (Scenario Pr3) to 185.55m (Scenario Pr5). The aforementioned recommendation is not required to accommodate the proposed NOC development on Bernard Road or any future development within the catchment area. As depicted in Figure 6 below, the existing berming surrounding the GCBP, as well as the topography of the GCBP lands, can accommodate a higher water level. The modifications to the GCBP outlet also include lowering the 30m wide spill weir on the west bank of the pond from +/- 185.6m to 185.3m. These modifications maximize available storage based on existing top of bank elevations without creating undue backwater on the existing storm sewer system. The modifications also keep the Central Avenue Pond levels lower reducing the potential ponding in the low-lying area between Bernard Road and Tourangeau Road.

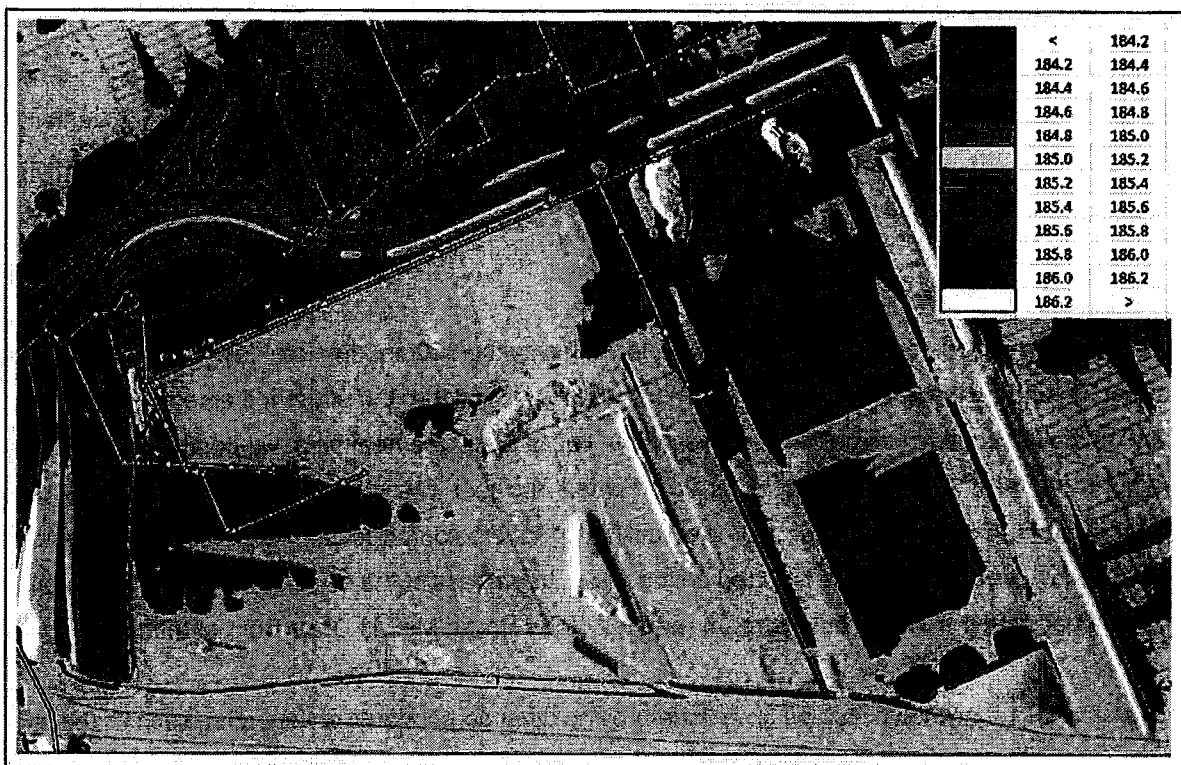


Figure 6 – GCBP Topography

3.3 Future Development in Central Avenue Watershed

Future residential has been assessed at 60% impervious. Should future development propose to exceed 60%, it is recommended that the PCSWMM model be utilized to consider the proposed change and recommend the appropriate SWM measures. NOC and Rosati Group are considering releasing the PCSWMM model to ERCA and the City of Windsor for their use. The model must be utilized by a qualified engineer experienced using PCSWMM modelling software and practical experience with stormwater management projects.



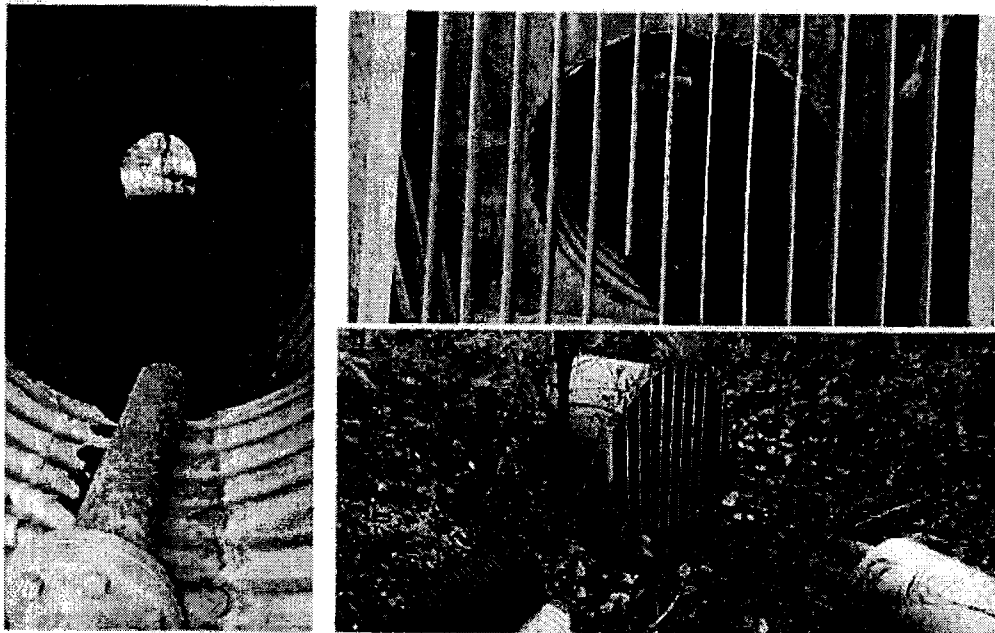
4.0 Recommended Improvements

This section discusses the potential improvements to the Central Avenue Detention Pond and its upstream watershed to improve the level of service of the stormwater conveyance elements. The improvements will not only benefit the two proponents (i.e. Rosati Group and NOC Development), but will also improve function of the overall pond catchment area.

4.1 Central Pond Improvements

The temporary outlet pipes should be removed, leaving only the 300mm diameter low flow pipe, the 900mm diameter secondary outlet and the weir wall. It is recommended that the 900mm diameter CSP outlet pipe shown on the left photograph below be removed. In lieu of a replacement pipe, we confirm that the existing opening in the weir wall is acceptable for flow control and that it would be preferable to modify grading downstream of the opening, including proper rock lining for erosion protection. Moreover, we recommend that a backflow prevention device be fitted on the downstream face of the existing wall or inside the opening to prevent backwater from the downstream reaches of the Grand Marais Drain from entering the pond.

Further consideration should also be given to improving other components of the outlet, such as the existing 300mm diameter low flow outlet and the existing pump station and associated plumbing. These improvements should be coordinated with the recommendations outlined in the recent report on the Grand Marais Drain, which identified the need for remedial work on the existing 2150mm dia. CSP outlet pipe which conveys flows from the pond across Central Avenue to the Grand Marais Drain.



Photograph 2 – Current Central Pond Outlet



Minor earthwork modifications to the Central pond are also recommended, including the removal of the temporary berming (circled in red below) and reinstatement of the berm identified by the white line. This will serve to restore the pond's original design intent and significantly increase the water quality function by creating a long flow path for settling and polishing through the fully-established vegetation.

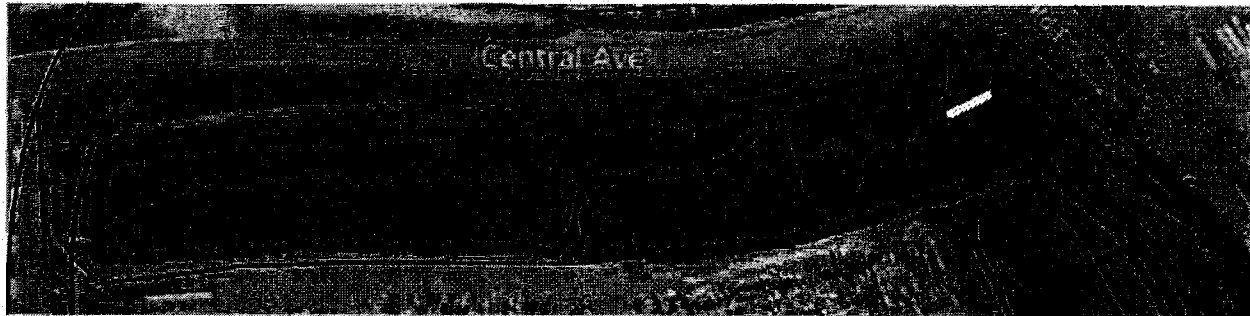


Figure 7 – Pond Modifications

4.2 Grand Central Business Park Pond Improvements

As discussed in the previous section, there is an opportunity to provide additional capacity in the GCBP pond by restricting flow from this pond into the Central Avenue Pond, thus creating a higher HWL and creating additional storage volume. As described in section 3.2, the recommended modifications include installing a 750mm diameter orifice in the existing manhole of the GCBP 1200mm diameter pond outlet as well as the lowering of the 30m wide spill weir on the west bank of the pond from +/- 185.6m to 185.3m (circled in blue on Figure 7 above).

4.3 Consultation with Windsor International Airport

Landmark Engineers Inc. prepared a report dated 30 November 2020 (Appendix F) to Mark Galvin, CEO of the Windsor International Airport to confirm that the proposed improvements to Central Pond discussed in section 4.1 will not promote the attraction of waterfowl, thus not negatively contributing to airport operations and aircraft safety.

Email correspondence from Mark Galvin; included in appendix F, provided Windsor International Airport's approval of Landmark's 30 November 2020 report with the condition that "additional mitigation be instituted if the site becomes 'fowl friendly'".



5.0 Conclusions and Recommendations

The following conclusions from this study and recommended improvements are listed below:

5.1 Conclusions

1. The existing minor and major storm systems have sufficient conveyance capacity to handle the runoff from the study area, including assumed full building conditions of 90% impervious for the GCBP lands and 60% impervious for residential development of undeveloped lands north of Plymouth Rd.
2. The Central and GCBP ponds have sufficient storage capacity to attenuate full buildout flows to a maximum rate of 2 m³/s, which is consistent with MacLaren's original design intent. The existing topography of the GCBP lands provide an opportunity to increase flow controls and subsequently raise the HWL in the GCBP pond to gain additional storage volume without undue backwater effects on the storm sewer system.
3. Minor earthwork modifications and removal of temporary outlet pipes will restore the Central Pond to its original design intent and significantly improve water quality.
4. The existing low-lying area south of Grand Marais Rd between Bernard Rd and Tourangeau Rd is susceptible to surface ponding, which may be exacerbated by overland flows from the north under an extreme storm event.

5.2 Recommendations

1. Implement recommended improvements outlined in section 4.
2. As an added measure of resiliency for storms exceeding the 100-year design, construct an overland flow route along the Bernard Road right-of-way from the proposed NOC development to Plymouth Road. Re-grade the north boulevard and pathway on Plymouth if required to maintain the overland flow route across Plymouth Road.
3. Maintain overland routing along the south boulevard of Plymouth Road.
4. Install an oversized 900mm dia. storm sewer along the NOC development to serve as the local storm sewer as well as to provide the opportunity for a future sewer extension that would provide storm relief to the low-lying area near Grand Marais Rd. This consideration should be coordinated with the City of Windsor's ongoing Sewer Master Plan study.
5. Mr. Mark Galvin - CEO of the Windsor Airport, has approved of the proposed Central Pond modifications and function of the pond. Mr. Galvin stated the Windsor International Airport will require pond modifications if the presence of waterfowl is observed in the Central Pond.
6. The proposed development of GCBP should provide overland routing towards the GCBP pond.

END OF REPORT



APPENDIX A
Stantec SWM Report for Daimler Chrysler Plant

M12-202

**STORMWATER MANAGEMENT REPORT
FOR THE
PILLETTE ROAD TRUCK
ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA
IN THE CITY OF WINDSOR**

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12 June, 2000
Project No. 65600450



STORMWATER MANAGEMENT REPORT
FOR THE
PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA
IN THE
CITY OF WINDSOR

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FIGURE 1 - EXISTING SITE

FIGURE 2 - PROPOSED STORMWATER DRAINAGE SYSEM

APPENDICES

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STORMWATER MANAGEMENT REPORT
FOR THE
PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA
IN THE
CITY OF WINDSOR

1.0 INTRODUCTION

The DaimlerChrysler Canada Pillette Road Truck Assembly Plant (PRTAP) is located on Plymouth Road between Central Avenue and Pillette Road (Part of Lots 103 to 109), in the City of Windsor, County of Essex. As shown on Figure 1, it is generally bounded by Plymouth Road to the north, the Canadian National and Canadian Pacific Railway to the south, Central Avenue to the west and Pillette Road to the east.

There currently exists a vehicle assembly plant in the southeast quadrant of the site and a rail shipping facility in the southwest quadrant. The site drainage outlets to the Pillette Drain No. 2 which outlets into the City of Windsor's Central Avenue Storm Detention Facility and on to the Grand Marais Drain. The remainder of the site is currently undeveloped with grass cover.

Development of this site is proceeding with an expansion to the existing facility. The Rail Shipping Facility operation will be removed from this site. It is anticipated that a majority of the site will be developed with building and/or paved areas. The stormwater management plan has therefore taken into account these future conditions. The existing Pillette Drain No. 2 is being closed with agreement by the City of Windsor and will be replaced with an enclosed drainage system that will service the entire site.

Drainage of the site will be directed to the northwest corner where a storm detention facility will be located.

2.0 MODELLING APPROACH AND PARAMETERS

2.1 Modelling Software

Hydrological and hydraulic modelling was carried out using XPSWMM, a windows based program developed by WP Software and XP Software and based on the U.S. EPA's SWMM program. The XPSWMM program was selected because of its flexibility in modelling both rural and urban land uses to generate surface runoff from watersheds, ability to simulate real storm events, and sophisticated hydraulic flow routing for both open channel and closed conduits in branched and looped networks.

2.2 Parameters

Figure 1 shows the site with the existing grades. Soils information was obtained from the March 27, 2000 Geotechnical Investigation prepared by Agra Earth & Environmental Limited for the Proposed Expansion DaimlerChrysler PRTAP. The predominant soil type in this area is silty clay. The

impervious area, which encompasses rooftops and pavements, represents 97% of the developed drainage area including the future buildings and pavements. The design storms used were a Chicago Storm Distribution based on the Windsor Atmospheric Environment Service (AES) rainfall data for 2, 5 and 100 year storms.

In accordance with the Addendum Report on the Upper Grand Marais Drain prepared by MacLaren Engineers, March 1993 (enclosed herein), the criteria for the stormwater storage requirements were established. The MacLaren Report made allowance for stormwater storage of existing residential and industrial developments (including the existing PRTAP) as well as undeveloped lands at a residential equivalent in the Central Avenue Storm Detention Facility. An allowance of 350m³/ha (residential equivalent) was made (see page 9 of MacLaren's Report) for future development of existing undeveloped areas.

This simulation was used to determine the size of the stormwater management facilities including the outlet and storage volumes.

3.0 STORMWATER MANAGEMENT MODELING RESULTS

Table 1 summarizes the results of the analysis performed for the 2 year, 5 year and 100 year design storms. The design storms, XPSWMM data and output files are included in the appendix.

The runoff rates for the 2, 5 and 100 year storms were controlled with a restricted gravity outlet so as not to exceed the 2, 5 & 100 year residential runoff rates.

Table 1 Modeling Results

	2 Year Storm		5 Year Storm		100 Year Storm	
	Residential	Developed	Residential	Developed	Residential	Developed
Peak Discharge (cfs)	98 ✓	100	174 ✓	143 ✓	299 ✓	201 ✓
Total Runoff Volume (ft ³)	256,500 ✓	639,400 ✓	636,000 ✓	1,078,200 ✓	1,404,300 ✓	1,933,500 ✓
Storage Available in Central Avenue Pond (ft ³)		339,000 (est.)		454,500 (est.)		770,300
Net Storage Required (ft ³)		300,400 ✓		623,700 ✓		1,163,200
Storage Required XPSWMM (ft ³)		382,900 ✓		442,200 ✓		529,200
Storage Provided On-Site (ft ³)		400,000		630,000		1,200,000

*Note that this design is providing over-control for the existing developed portion of the site. The MacLaren Report had allowed storage based on existing conditions and is not restricted to residential runoff

*Storage available in the Central Avenue Pond is based on 350m³/ha (5000 ft³/acre) from the MacLaren Report

*Residential refers to residential equivalent for the site.

*On site storage is provided in the storm detention pond, storm sewers and short term roof top ponding

All simulations indicated that the hydraulic grade line was contained below grade and within the detention facility with short term ponding under the 100 year storm.

4.0 PROPOSED STORMWATER MANAGEMENT PLAN

The concept for the SWM facility is shown in Figure 2. Stormwater will be directed to the storm detention pond located in the northeast corner of the site. A small sedimentation pond will be located at the storm sewer outlet to collect the larger sediment with a vegetated low flow channel from this point to the outlet into the Central Avenue pond to promote quality control. Generally quality control is addressed in the municipality's storm detention facility through the use of sedimentation ponds and a restricted outlet which provides for the 24 hour detention period. Sizing of the storm detention pond will control up to the 100 year storm with allowance made for the use of the residential component which has been designed into the Central Avenue Storm Detention Pond. The maximum outlet rate from the site has been controlled to a rate at or below the residential equivalent rate for the site (see table 1).

A wet pond has not been used because of the proximity of the Windsor Airport (1.5km) which requires that permanent wet ponds not be used for quality control to minimize the attraction of large waterfowl.

The storm sewer will have a sluice gate installed on the outlet to close the storm drainage system in the event of a spill to allow for the containment of the spill on site.

5.0 SEDIMENT AND EROSION CONTROL DURING CONSTRUCTION

Specific sediment and erosion control measures to be implemented during the construction of the site will depend on the staging and location of construction activity. All guidelines that are in force at the time of the construction from the City, MOE, and ERCA will be consulted and followed. In general, appropriate care should be taken to ensure that sediment is kept out of the Pillette Drain Nos. 1 & 2 and Central Avenue Storm Detention Pond and sediment is not tracked off site by vehicles involved in the construction operations. Catchbasins within the site will be protected with catchbasin filters (Stream Guard Type II-S), silt fencing will be installed along the Pillette Drain Nos. 1 & 2 and other runoff routes and check dams and sediment traps will be provided in the drains.

6.0 CONCLUSION

The Stormwater Management concepts proposed within this report will meet all quantity and quality control requirements for this proposed development. The plan as outlined should be implemented.

APPENDIX 'A'

Rainfall Data

Rainfall Intensity
Pillette Road Truck Assembly Plant
DaimlerChrysler Canada
City of Windsor

Total Rainfall: 2 Year Storm 1.31 "
 5 Year Storm 2.12 "
 100 Year Storm 3.83 "

Rainfall Intensity in mm/hour			
Time (minutes)	13 mm Storm (in/hr)	5 Year Storm (in/hr)	100 Year Storm (in/hr)
0	0.15	0.17	0.18
10	0.18	0.18	0.19
20	0.23	0.20	0.20
30	0.31	0.22	0.22
40	0.49	0.24	0.24
50	1.07	0.28	0.26
60	3.54	0.32	0.28
70	0.94	0.39	0.31
80	0.39	0.51	0.35
90	0.24	0.74	0.40
100	0.17	1.42	0.48
110	0.14	4.46	0.61
120		1.27	0.88
130		0.60	1.80
140		0.41	6.13
150		0.31	2.14
160		0.26	1.21
170		0.22	0.87
180		0.19	0.69
190		0.17	0.58
200		0.16	0.50
210			0.45
220			0.40
230			0.37
240			0.34
250			0.32
260			0.30
270			0.28
280			0.26
290			0.25
300			0.24
310			0.23
320			0.22
330			0.21
340			0.20
350			0.20
360			0.19

APPENDIX 'B'

XPSWMM Input and Output Data

**DaimlerChrysler PRTAP Expansion
2 Year Runoff**

Table R1. S U B C A T C H M E N T D A T A #
Physical Hydrology Data #
#####

Subcatchment Number	Name	Channel or inlet	Width ft	Area ac	Per- cent Imperv	Slope ft/ft	"n" mrv	"n" Perv	Deptra Storage Imprv	Deptra Storage Perv	Pront Zero Deten -tion
1	MH 9#1	MH 9	600.00	15.760	100.00	0.005	0.014	0.030	0.100	0.250	0.00
2	MH 11#1	MH 11	900.00	36.640	95.00	0.005	0.014	0.030	0.100	0.250	0.00
3	MH 10#1	MH 10	450.00	7.2500	100.00	0.005	0.014	0.030	0.100	0.250	0.00
4	MH 8#1	MH 8	700.00	9.2300	100.00	0.005	0.014	0.030	0.100	0.250	0.00
5	MH 8#2	MH 8	300.00	3.0000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
6	MH 7#1	MH 7	200.00	1.7200	100.00	0.005	0.014	0.030	0.100	0.250	0.00
7	MH 5#1	MH 5	250.00	14.600	95.00	0.005	0.014	0.030	0.100	0.250	0.00
8	MH 14#1	MH 14	400.00	7.3800	100.00	0.005	0.014	0.030	0.100	0.250	0.00
9	MH13#1	MH13	400.00	11.080	100.00	0.005	0.014	0.030	0.100	0.250	0.00
10	MH 12#1	MH 12	400.00	10.540	100.00	0.005	0.014	0.030	0.100	0.250	0.00
11	MH 4#1	MH 4	350.00	5.7900	95.00	0.005	0.014	0.030	0.100	0.250	0.00
12	MH 3#1	MH 3	800.00	9.8500	100.00	0.005	0.014	0.030	0.100	0.250	0.00
13	MH 2#1	MH 2	110.00	.28000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
14	MH 1#1	MH 1	400.00	2.0000	0.00	0.005	0.014	0.030	0.100	0.250	0.00
15	RL-3#1	RL-3	450.00	3.8000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
16	RL-2#1	RL-2	670.00	5.9000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
17	RL-8#1	RL-8	200.00	1.6300	100.00	0.005	0.014	0.030	0.100	0.250	0.00
18	RL-7#1	RL-7	275.00	1.8900	100.00	0.005	0.014	0.030	0.100	0.250	0.00
19	RL-6#1	RL-6	500.00	3.7100	100.00	0.005	0.014	0.030	0.100	0.250	0.00

Total Number of Subcatchments... 19
Total Tributary Area (acres).... 152.05
Impervious Area (acres)..... 147.20 — 97%
Pervious Area (acres)..... 4.85
Total Width (feet)..... 8355.00
Percent Imperviousness..... 96.81 ✓

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	7.219027E+05	1.308
Total Infiltration	9.209130E+03	0.017
Total Evaporation	1.361738E+04	0.025
Surface Runoff from Watersheds	6.394183E+05	1.158
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	5.989246E+04	0.109
Infiltration over the Pervious Area...	9.209130E+03	0.523
Infiltration + Evaporation + Surface Runoff + Snow removal + Water remaining in Surface Storage + Water remaining in Snow Cover.....	7.221372E+05	1.308
Total Precipitation + Initial Storage.	7.219027E+05	1.308

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal - *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.032

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	6.394183E+05	1.158

Groundwater Subsurface Inflow.....	0.000000E+00	0.000
Evaporation Loss from Channels.....	0.000000E+00	0.000
Channel/Pipe/Inlet Outflow.....	6.394183E+05	1.158
Initial Storage + Inflow.....	6.394183E+05	1.158
Final Storage + Outflow.....	6.394183E+05	1.158

* Final Storage + Outflow + Evaporation - *		
* Watershed Runoff - Groundwater Inflow - *		
* Initial Channel/Pipe Storage		
* ----- *		
* Final Storage + Outflow + Evaporation *		

Percent Continuity Error.....		0.000

DaimlerChrysler PRTAP Expansion
2 Year Extran

Table E1 - Conduit Data

Inp Conduit Num Name	Length Conduit (ft) Class	Area (ft^2)	Manning Coef.	Max Width (ft)	Depth (ft)	Trapezoid Side Slopes
1 102	100.00 Circular	50.27	0.01300	8.00	8.00	
2 103	850.00 Circular	33.18	0.01300	6.50	6.50	
3 105	1150.00 Circular	12.57	0.01300	4.00	4.00	
4 107	350.00 Circular	38.48	0.01300	7.00	7.00	
5 108	900.00 Circular	38.48	0.01300	7.00	7.00	
6 109	900.00 Circular	12.57	0.01300	4.00	4.00	
7 110	950.00 Circular	23.76	0.01300	5.50	5.50	
8 111	1000.00 Circular	23.76	0.01300	5.50	5.50	
9 RP-4	396.00 Circular	15.90	0.01300	4.50	4.50	
10 RP-3	396.00 Circular	19.63	0.01300	5.00	5.00	
11 RP-2	484.00 Circular	23.76	0.01300	5.50	5.50	
12 RP-1	144.00 Circular	7.07	0.01300	3.00	3.00	
13 RP-9	396.00 Circular	3.14	0.01300	2.00	2.00	
14 RP-7	396.00 Circular	4.91	0.01300	2.50	2.50	
15 RP-6	484.00 Circular	7.07	0.01300	3.00	3.00	
16 RP-5	426.25 Circular	7.07	0.01300	3.00	3.00	
17 104	850.00 Circular	33.18	0.01400	6.50	6.50	
18 112	475.00 Circular	19.63	0.01300	5.00	5.00	
19 113	475.00 Circular	15.90	0.01300	4.50	4.50	
20 114	500.00 Circular	8.71	0.01300	3.33	3.33	
21 controlout	125.00 Circular	12.57	0.02000	4.00	4.00	
Total length of all conduits		11747.2500 feet				

Table E3a - Junction Data

Inp Junction Num Name	Ground Elevation	Crown Elevation	Invert Elevation	Qinst cfs	Initial Depth-ft
1 MH 1	610.000	607.200	599.100	0.000	0.000
2 MH 2	611.000	607.230	599.230	0.000	0.000
3 MH 4	612.000	607.010	600.510	0.000	0.000
4 MH 5	612.000	605.580	601.580	0.000	0.000
5 MH 7	612.000	607.200	600.090	0.000	0.000
6 MH 8	612.000	607.430	600.430	0.000	0.000
7 MH 9	612.000	605.720	601.720	0.000	0.000
8 MH 10	612.000	607.000	601.380	0.000	0.000
9 MH 11	612.000	607.370	601.870	0.000	0.000
10 CENTRAL P	608.000	602.960	598.960	0.000	0.000
11 RL-3	611.600	605.830	599.910	0.000	0.000
12 RL-2	611.000	604.580	598.700	0.000	0.000
13 RL-1	610.500	604.150	598.480	0.000	0.000
14 RL-OUTLET	610.400	601.250	598.250	0.000	0.000
15 RL-8	613.600	605.790	603.790	0.000	0.000
16 RL-7	611.400	605.170	602.650	0.000	0.000
17 RL-6	610.600	604.860	601.860	0.000	0.000
18 RL-5	611.000	604.490	601.250	0.000	0.000
19 MH 3	612.000	606.800	600.230	0.000	0.000
20 MH 12	612.000	605.810	600.810	0.000	0.000
21 MHL3	612.000	605.690	601.190	0.000	0.000
22 MH 14	613.000	605.010	601.680	0.000	0.000

Storage Junction Data

STORAGE JUNCTION NUMBER OR NAME	JUNCTION TYPE	MAXIMUM OR CONSTANT SURFACE AREA (FT2)	PEAK OR CONSTANT VOLUME (CUBIC FEET)	CROWN ELEVATION (FT)
MH 1	Stage/Area	8.2764E+04	7.2527E+05	610.0

Variable storage data for node | MH 1

Data Point	Depth ft	Area ft^2	Volume ft^3
1	0.0000	6.2291E+04	0.0000
2	3.333	6.9115E+04	2.1901E+05
3	6.667	7.5940E+04	4.6077E+05
4	10.00	8.2764E+04	7.2527E+05

Table E9 - JUNCTION SUMMARY STATISTICS
The Maximum area is only the area of the node, it does not include the area of the surrounding conduits

Junction Name	Ground Elevation feet	Uppermost Pipe Crown Elevation feet	Maximum Junction Elevation feet	Time of Occurrence Hr. Min.	Feet of Surge at Max Elevation	Freeboard of node feet	Maximum Junction Area ft^2
MH 1	610.00	610.00	602.63	2 1	0.00	7.37	6.951E+04
MH 2	611.00	607.23	603.50	1 22	0.00	7.50	5.000E+01
MH 4	612.00	607.01	604.98	1 21	0.00	7.02	5.000E+01
MH 5	612.00	605.58	605.20	1 21	0.00	6.80	5.000E+01
MH 7	612.00	607.20	604.15	1 22	0.00	7.85	5.000E+01
MH 8	612.00	607.43	604.53	1 21	0.00	7.47	5.000E+01
MH 9	612.00	605.72	604.80	1 20	0.00	7.20	5.000E+01
MH 10	612.00	607.00	605.26	1 19	0.00	6.74	5.000E+01
MH 11	612.00	607.37	605.76	1 16	0.00	6.24	5.000E+01
CENTRAL P	608.00	602.96	600.97	1 55	0.00	7.03	5.000E+01
RL-3	611.60	605.83	604.15	1 20	0.00	7.45	5.000E+01
RL-2	611.00	604.58	603.98	1 20	0.00	7.02	5.000E+01
RL-1	610.50	604.15	603.01	1 21	0.00	7.49	5.000E+01
RL-OUTLET	610.40	601.25	600.68	1 21	0.00	9.72	5.000E+01
RL-8	613.60	605.79	604.98	1 10	0.00	8.62	5.000E+01
RL-7	611.40	605.17	604.69	1 11	0.00	6.71	5.000E+01
RL-6	610.60	604.86	604.34	1 11	0.00	6.26	5.000E+01
RL-5	611.00	604.49	603.56	1 13	0.00	7.44	5.000E+01
MH 3	612.00	606.80	604.55	1 22	0.00	7.45	5.000E+01
MH 12	612.00	605.81	605.17	1 20	0.00	6.83	5.000E+01
MH 13	612.00	605.69	605.31	1 20	0.00	6.68	5.000E+01
MH 14	613.00	605.01	605.41	1 20	0.40	7.59	5.000E+01

Table E10 - CONDUIT SUMMARY STATISTICS
Note: The peak flow may be less than the design flow and the conduit may still surge because of the downstream boundary conditions.

Name Conduit Name	Design Flow (cfs)	Design Velocity (ft/s)	Conduit Vertical Depth (in)	Maximum Computed Flow (cfs)	Time of Occurrence Hr. Min.	Maximum Computed Velocity (ft/s)	Time of Occurrence Hr. Min.	Ratio of Max. to Design Flow	Maximum Depth at Pipe Ends Upstream (ft)	Maximum Depth at Pipe Ends Downstream (ft)
102	1.58E+02	3.14	96.00	1.39E+02	1 23	6.19	1 24	0.88	603.50	602.63
103	86.	2.60	78.00	7.47E+01	1 21	3.56	1 20	0.87	604.55	603.50
105	32.	2.57	48.00	1.66E+01	1 17	1.57	1 5	0.52	605.20	604.98
107	1.02E+02	2.66	84.00	6.46E+01	1 21	3.63	1 9	0.63	604.15	603.50
108	1.02E+02	2.65	84.00	6.87E+01	1 14	3.63	1 11	0.67	604.53	604.15
109	41.	3.23	48.00	2.90E+01	1 11	3.18	1 8	0.71	604.80	604.53
110	67.	2.83	66.00	6.29E+01	1 15	3.87	1 14	0.94	605.26	604.53
111	65.	2.72	66.00	5.47E+01	1 12	3.35	1 10	0.85	605.76	605.26
RP-4	43.	2.71	54.00	3.26E+01	1 15	3.91	1 12	0.76	604.53	604.15
RP-3	75.	3.63	60.00	3.73E+01	1 23	2.87	2 8	0.50	604.15	603.98
RP-2	34.	1.44	66.00	4.45E+01	1 21	2.24	1 6	1.30	603.98	603.01
RP-1	27.	3.77	36.00	5.62E+01	1 21	8.44	1 21	2.11	603.01	600.68
RP-9	9.0	2.85	24.00	4.70E+00	1 10	2.63	1 6	0.53	604.98	604.69
RP-7	18.	3.73	30.00	9.94E+00	1 12	2.20	1 12	0.54	604.69	604.34
RP-6	18.	2.61	36.00	2.02E+01	1 11	3.64	1 10	1.10	604.34	603.56
RP-5	18.	2.50	36.00	1.84E+01	1 14	3.94	1 13	1.04	603.56	603.01
104	77.	2.31	78.00	6.30E+01	1 22	2.83	1 14	0.82	604.98	604.55
112	55.	2.79	60.00	4.89E+01	1 12	3.21	1 11	0.89	605.17	604.98
113	39.	2.47	54.00	3.41E+01	1 11	2.55	1 11	0.87	605.31	605.17
114	24.	2.79	39.96	1.61E+01	1 11	1.84	1 11	0.66	605.40	605.31
controlout	31.	2.49	48.00	4.45E+01	1 59	4.80	1 57	1.42	602.63	600.97
FREE # 1	Undefnd	Undefnd	Undefnd	5.62E+01	1 21					
GATE # 1	Undefnd	Undefnd	Undefnd	4.53E+01	1 55					

Table E15 - SPREADSHEET INFO LIST
Conduit Flow and Junction Depth information for use in spreadsheets. The maximum values in this table are the true maximum values because they sample every time step. The values in the review results may only be the maximum of a subset of all the time steps in the run.
Note: These flows are only the flows in a single barrel.

Conduit Name	Maximum Flow	Total Flow	Maximum Velocity	## Junction Name	Invert Elevation	Maximum Elevation
102	139.2895	459032.7	6.186492	## MH 1	599.1000	602.6252
103	74.68710	247986.8	3.558327	## MH 2	599.2300	603.5040
105	16.64533	58766.03	1.566045	## MH 4	600.5100	604.9751
107	64.63181	210404.4	3.626546	## MH 5	601.5800	605.1967
108	68.72669	204165.7	3.628845	## MH 7	600.0900	604.1538
109	28.95782	66662.89	3.183786	## MH 8	600.4300	604.5280
110	62.86841	180208.3	3.873341	## MH 9	601.7200	604.7954
111	54.71505	149082.6	3.353987	## MH 10	601.3800	605.2597
RP-4	32.62695	94317.45	3.910106	## MH 11	601.8700	605.7620
RP-3	37.34197	111258.5	2.865650	## CENTRAL P	598.9600	600.9720
RP-2	44.47645	136196.8	2.244977	## RL-3	599.9100	604.1544
RP-1	56.17105	167291.0	8.437283	## RL-2	598.7000	603.9767
RP-9	4.702186	7074.614	2.634418	## RL-1	598.4800	603.0105
RP-7	9.944954	15331.86	2.204394	## RL-OUTLET	598.2500	600.6782
RP-6	20.20799	30877.36	3.636257	## RL-8	603.7900	604.9822
RP-5	18.44537	30444.33	1.935117	## RL-7	602.6500	604.6902
104	62.95874	208081.2	2.828854	## RL-6	601.8600	604.3417
112	48.94267	124184.7	3.207419	## RL-5	601.2500	603.5595
113	34.12568	78993.28	2.548021	## MH 3	600.2300	604.5474
114	16.08377	31666.63	1.844056	## MH 12	600.8100	605.1720
controlout	44.48521	387826.2	4.804981	## MH13	601.1900	605.3099
FREE # 1	56.17130	167271.2	0.00000000	## MH 14	601.6800	605.4050
GATE # 1	45.26084	388078.9	0.00000000			

Table E15a - SPREADSHEET REACH LIST
Peak flow and Total Flow listed by Reach or those conduits or diversions having the same upstream and downstream nodes.

Upstream Node	Downstream Node	Maximum Flow	Total Flow
MH 2	MH 1	139.29	4.59033E+05
MH 3	MH 2	74.687	2.47987E+05
MH 5	MH 4	16.645	58766.
MH 7	MH 2	64.632	2.10404E+05
MH 8	MH 7	68.727	2.04166E+05
MH 9	MH 8	28.958	66663.
MH 10	MH 8	62.868	1.80208E+05
MH 11	MH 10	54.715	1.49083E+05
MH 8	RL-3	32.627	94317.
RL-3	RL-2	37.342	1.11259E+05
RL-2	RL-1	44.476	1.36197E+05
RL-1	RL-OUTLET	56.171	1.67291E+05
RL-8	RL-7	4.7022	7074.6
RL-7	RL-6	9.9450	15332.
RL-6	RL-5	20.208	30877.
RL-5	RL-1	18.445	30444.
MH 4	MH 3	62.959	2.08081E+05
MH 12	MH 4	48.943	1.24185E+05
MH13	MH 12	34.126	78993.
MH 14	MH13	16.084	31667.
MH 1	CENTRAL P	44.485	3.87826E+05

56.171
+ 44.485
100.656

**DaimlerChrysler PRTAP Expansion
5 Year Runoff**

Table R1. S U B C A T C H M E N T D A T A #
Physical Hydrology Data #

Subcatchment Number	Channel Name	Channel or inlet	Width ft	Area ac	Per- cent Imperv	Slope ft/ft	"n" mprv	"n" Perv	Deprs -sion Imprv	Deprs -sion Storge Perv	Prct Zero Deten -tion
1	MH 5#1	ME 5	250.00	14.600	95.00	0.005	0.014	0.030	0.100	0.250	0.00
2	MH 14#1	ME 14	400.00	7.3800	100.00	0.005	0.014	0.030	0.100	0.250	0.00
3	MH13#1	ME13	400.00	11.080	100.00	0.005	0.014	0.030	0.100	0.250	0.00
4	MH 12#1	ME 12	400.00	10.540	100.00	0.005	0.014	0.030	0.100	0.250	0.00
5	MH 4#1	ME 4	350.00	5.7900	95.00	0.005	0.014	0.030	0.100	0.250	0.00
6	MH 3#1	ME 3	800.00	9.8500	100.00	0.005	0.014	0.030	0.100	0.250	0.00
7	MH 9#1	ME 9	600.00	15.760	100.00	0.005	0.014	0.030	0.100	0.250	0.00
8	MH 11#1	ME 11	900.00	36.640	95.00	0.005	0.014	0.030	0.100	0.250	0.00
9	MH 10#1	ME 10	450.00	7.2500	100.00	0.005	0.014	0.030	0.100	0.250	0.00
10	MH 8#1	ME 8	700.00	9.2300	100.00	0.005	0.014	0.030	0.100	0.250	0.00
11	MH 8#2	ME 8	300.00	3.0000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
12	RL-3#1	RL-3	450.00	3.8000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
13	RL-2#1	RL-2	670.00	5.9000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
14	RL-8#1	RL-8	200.00	1.6300	100.00	0.005	0.014	0.030	0.100	0.250	0.00
15	RL-7#1	RL-7	275.00	1.8900	100.00	0.005	0.014	0.030	0.100	0.250	0.00
16	RL-6#1	RL-6	500.00	3.7100	100.00	0.005	0.014	0.030	0.100	0.250	0.00
17	MH 7#1	ME 7	200.00	1.7200	100.00	0.005	0.014	0.030	0.100	0.250	0.00
18	MH 2#1	ME 2	110.00	.28000	100.00	0.005	0.014	0.030	0.100	0.250	0.00
19	MH 1#1	ME 1	400.00	2.0000	0.00	0.005	0.014	0.030	0.100	0.250	0.00

Total Number of Subcatchments... 19
Total Tributary Area (acres).... 152.05 ✓
Impervious Area (acres)..... 147.20 ✓
Pervious Area (acres)..... 4.85
Total Width (feet)..... 8355.00
Percent Imperviousness..... 96.81 ✓

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	1.169067E+06	2.118
Total Infiltration	1.048495E+04	0.019
Total Evaporation	1.372291E+04	0.025
Surface Runoff from Watersheds	1.078187E+06	1.953
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	6.700382E+04	0.121
Infiltration over the Pervious Area...	1.048495E+04	0.595

Infiltration + Evaporation +		
Surface Runoff + Snow removal +		
Water remaining in Surface Storage +		
Water remaining in Snow Cover.....	1.169399E+06	2.119
Total Precipitation + Initial Storage.	1.169067E+06	2.118

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal - *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.028

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	1.078187E+06	1.953
Groundwater Subsurface Inflow.....	0.000000E+00	0.000

Evaporation Loss from Channels..... 0.000000E+00 0.000
Channel/Pipe/Inlet Outflow..... 1.078187E+06 1.953
Initial Storage + Inflow..... 1.078187E+06 1.953
Final Storage + Outflow..... 1.078187E+06 1.953

* Final Storage + Outflow + Evaporation - *
* Watershed Runoff - Groundwater Inflow - *
* Initial Channel/Pipe Storage *
*
* Final Storage + Outflow + Evaporation *

Percent Continuity Error..... 0.000

DaimlerChrysler FRTAP Expansion
100 Year Extran

Table E9 - JUNCTION SUMMARY STATISTICS
The Maximum area is only the area of the node, it
does not include the area of the surrounding conduits

Junction Name	Ground Elevation feet	Uppermost Pipe Crown Elevation feet	Maximum Junction Elevation feet	Time of Occurrence Hr. Min.	Feet of Surge at Max Elevation	Freeboard of node feet	Maximum Junction Area ft^2
MH 1	610.00	610.00	604.22	2 33	0.00	5.78	7.278E+04
MH 2	611.00	607.23	605.10	2 5	0.00	5.90	5.000E+01
MH 4	612.00	607.01	607.12	2 6	0.11	4.88	5.000E+01
MH 5	612.00	605.58	608.07	2 0	2.49	3.93	5.000E+01
MH 7	612.00	607.20	606.05	2 6	0.00	5.95	5.000E+01
MH 8	612.00	607.43	606.57	2 6	0.00	5.43	5.000E+01
MH 9	612.00	605.72	607.33	2 3	1.61	4.67	5.000E+01
MH 10	612.00	607.00	607.55	2 6	0.55	4.45	5.000E+01
MH 11	612.00	607.37	608.20	2 6	0.83	3.80	5.000E+01
CENTRAL P	608.00	602.96	601.50	2 32	0.00	6.50	5.000E+01
RL-3	611.60	605.83	606.33	2 5	0.50	5.27	5.000E+01
RL-2	611.00	604.58	606.11	2 6	1.53	4.89	5.000E+01
RL-1	610.50	604.15	604.63	2 6	0.48	5.87	5.000E+01
RL-OUTLET	610.40	601.25	600.94	2 6	0.00	9.46	5.000E+01
RL-8	613.60	605.79	606.22	2 1	0.43	7.38	5.000E+01
RL-7	611.40	605.17	605.92	2 2	0.75	5.48	5.000E+01
RL-6	610.60	604.86	605.60	2 2	0.74	5.00	5.000E+01
RL-5	611.00	604.49	605.01	2 2	0.52	5.99	5.000E+01
MH 3	612.00	606.80	606.52	2 6	0.00	5.48	5.000E+01
MH 12	612.00	605.81	607.66	2 4	1.85	4.34	5.000E+01
MH13	612.00	605.69	608.11	2 3	2.42	3.89	5.000E+01
MH 14	613.00	605.01	608.56	2 1	3.55	4.44	5.000E+01

Table E10 - CONDUIT SUMMARY STATISTICS
Note: The peak flow may be less than the design flow
and the conduit may still surcharge because of the
downstream boundary conditions.

Name Conduit Name	Design Flow (cfs)	Design Velocity (ft/s)	Conduit Vertical Depth (in)	Maximum Computed Flow (cfs)	Time of Occurrence Hr. Min.	Maximum Computed Velocity (ft/s)	Time of Occurrence Hr. Min.	Ratio of Max. to Design Flow	Maximum Depth at Pipe Ends (ft)	Maximum Depth at Pipe Ends Downstream (ft)
102	1.58E+02	3.14	96.00	2.50E+02	2 7	7.59	2 8	1.58	605.10	604.22
103	86.	2.60	78.00	1.41E+02	2 3	4.90	2 2	1.64	606.52	605.10
105	32.	2.57	48.00	3.59E+01	2 0	2.85	2 0	1.11	608.07	607.12
107	1.02E+02	2.66	84.00	1.22E+02	2 7	3.75	2 4	1.19	606.05	605.10
108	1.02E+02	2.65	84.00	1.25E+02	2 3	3.78	2 2	1.23	606.57	606.05
109	41.	3.23	48.00	4.33E+01	2 1	3.38	2 2	1.07	607.33	606.57
110	67.	2.83	66.00	9.70E+01	2 2	4.27	2 1	1.44	607.55	606.57
111	65.	2.72	66.00	8.87E+01	2 1	3.79	2 0	1.37	608.20	607.55
RP-4	43.	2.71	54.00	4.16E+01	2 59	4.23	3 0	0.97	606.57	606.33
RP-3	75.	3.83	60.00	4.61E+01	2 11	3.04	1 32	0.61	606.33	606.11
RP-2	34.	1.44	66.00	5.70E+01	2 7	2.36	2 8	1.67	606.11	604.63
RP-1	27.	3.77	36.00	7.27E+01	2 6	10.51	2 6	2.73	604.63	600.94
RP-9	9.0	2.85	24.00	6.07E+00	2 1	2.63	1 54	0.68	606.22	605.92
RP-7	18.	3.73	30.00	1.27E+01	2 1	2.58	2 1	0.69	605.92	605.60
RP-6	18.	2.61	36.00	2.59E+01	2 0	3.79	1 57	1.41	605.60	605.01
RP-5	18.	2.50	36.00	2.16E+01	2 2	3.78	1 58	1.22	605.01	604.63
104	77.	2.31	78.00	1.28E+02	2 1	4.08	2 1	1.67	607.12	606.52
112	55.	2.79	60.00	8.70E+01	2 0	4.34	2 0	1.59	607.66	607.12
113	39.	2.47	54.00	5.66E+01	2 0	3.55	2 0	1.44	608.10	607.66
114	24.	2.79	39.96	2.46E+01	2 0	2.81	2 0	1.01	608.56	608.11
controlout	31.	2.49	48.00	7.05E+01	2 32	6.58	2 32	2.26	604.22	601.50
FREE # 1	Undefnd	Undefnd	Undefnd	7.27E+01	2 6					
GATE # 1	Undefnd	Undefnd	Undefnd	7.05E+01	2 32					

Table E15 - SPREADSHEET INFO LIST
Conduit Flow and Junction Depth Information for use in

spreadsheets. The maximum values in this table are the true maximum values because they sample every time step. The values in the review results may only be the maximum of a subset of all the time steps in the run. Note: These flows are only the flows in a single barrel.

Conduit Name	Maximum Flow	Total Flow	Maximum Velocity	## Junction ## Name	Invert Elevation	Maximum Elevation
102	249.7416	702322.0	7.588300	## MH 1	599.1000	604.2219
103	141.1724	417745.3	4.900123	## MH 2	599.2300	605.1049
105	35.93641	99976.84	2.852824	## MH 4	600.5100	607.1181
107	122.3925	285720.1	3.747711	## MH 5	601.5800	608.0723
108	125.4993	275649.1	3.783746	## MH 7	600.0900	606.0505
109	43.28393	112439.5	3.375704	## MH 8	600.4300	606.5742
110	97.02595	306173.4	4.273667	## MH 9	601.7200	607.3294
111	88.68945	253903.6	3.794172	## MH 10	601.3800	607.5530
RP-4	41.63178	231476.9	4.232961	## MH 11	601.8700	608.2032
RP-3	46.05176	259425.7	3.039678	## CENTRAL P	598.9600	601.4970
RP-2	57.03634	302145.0	2.359527	## RL-3	599.9100	606.3272
RP-1	72.69639	354939.8	10.51101	## RL-2	598.7000	606.1123
RP-9	6.068426	11752.79	2.629450	## RL-1	598.4800	604.6330
RP-7	12.68164	25542.27	2.579062	## RL-OUTLET	598.2500	600.9367
RP-6	25.94663	52333.05	3.788678	## RL-8	603.7900	606.2234
RP-5	21.58526	51841.70	3.781216	## RL-7	602.6500	605.9240
104	127.8616	348789.8	4.078230	## RL-6	601.8600	605.6043
112	87.02078	207544.1	4.335969	## RL-5	601.2500	605.0145
113	56.61584	132248.4	1.549373	## MH 3	600.2300	606.5175
114	24.61951	53062.30	2.808396	## MH 12	600.8100	607.6613
controlout	70.46332	604087.2	6.582188	## MH13	601.1900	608.1060
FREE # 1	72.69450	355045.9	0.0000000##	## MH 14	601.6800	608.5559
GATE # 1	70.46450	604369.4	0.0000000##			

Table E15a - SPREADSHEET REACH LIST
Peak flow and Total Flow listed by Reach or those conduits or diversions having the same upstream and downstream nodes.

Upstream Node	Downstream Node	Maximum Flow	Total Flow
MH 2	MH 1	249.74	7.02322E+05
MH 3	MH 2	141.17	4.17745E+05
MH 5	MH 4	35.936	99977.
MH 7	MH 2	122.39	2.85720E+05
MH 8	MH 7	125.50	2.75649E+05
MH 9	MH 8	43.284	1.12440E+05
MH 10	MH 9	97.026	3.06173E+05
MH 11	MH 10	88.689	2.53904E+05
MH 8	RL-3	41.632	2.31477E+05
RL-3	RL-2	46.052	2.59426E+05
RL-2	RL-1	57.036	3.02145E+05
RL-1	RL-OUTLET	72.696	3.54940E+05
RL-8	RL-7	6.0684	11753.
RL-7	RL-6	12.682	25542.
RL-6	RL-5	25.947	52333.
RL-5	RL-1	21.585	51842.
MH 4	MH 3	127.86	3.48790E+05
MH 12	MH 4	87.021	2.07544E+05
MH13	MH 12	56.616	1.32248E+05
MH 14	MH13	24.620	53062.
MH 1	CENTRAL P	70.463	6.04087E+05

70.604
70.463
70.463

**DaimlerChrysler PRTAP Expansion
100 year Runoff**

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	2.096587E+06	3.799
Total Infiltration	1.089605E+04	0.020
Total Evaporation	1.379854E+04	0.025
Surface Runoff from Watersheds	1.933558E+06	3.503
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	1.391762E+05	0.252
Infiltration over the Pervious Area...	1.089605E+04	0.619

Infiltration + Evaporation +		
Surface Runoff + Snow removal +		
Water remaining in Surface Storage +		
Water remaining in Snow Cover.....	2.097429E+06	3.800
Total Precipitation + Initial Storage.	2.096587E+06	3.799

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal - *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.040

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	1.933558E+06	3.503
Groundwater Subsurface Inflow.....	0.000000E+00	0.000
Evaporation Loss from Channels.....	0.000000E+00	0.000
Channel/Pipe/Inlet Outflow.....	1.933558E+06	3.503
Initial Storage + Inflow.....	1.933558E+06	3.503
Final Storage + Outflow.....	1.933558E+06	3.503

* Final Storage + Outflow + Evaporation - *		
* Watershed Runoff - Groundwater Inflow - *		
* Initial Channel/Pipe Storage *		

* Final Storage + Outflow + Evaporation *		

Percent Continuity Error.....		0.000

C.D. Ford

**DaimlerChrysler PRTAP Expansion
100 Year Extran**

Table E9 - JUNCTION SUMMARY STATISTICS
The Maximum area is only the area of the node, it
does not include the area of the surrounding conduits

Junction Name	Ground Elevation feet	Uppermost Pipe Crown Elevation feet	Maximum Junction Elevation feet	Time of Occurrence Hr. Min.	Feet of Surcharge at Max Elevation	Freeboard of node feet	Maximum Junction Area ft^2
MH 1	610.00	610.00	606.83	3 3	0.00	3.17	7.812E+04
MH 2	611.00	607.23	607.56	2 30	0.33	3.44	5.000E+01
MH 4	612.00	607.01	611.51	2 30	4.50	0.49	5.000E+01
MH 5	612.00	605.58	612.05	2 33	6.47	0.00	2.005E+04
MH 7	612.00	607.20	609.36	2 30	2.16	2.64	5.000E+01
MH 8	612.00	607.43	610.59	2 30	3.16	1.41	5.000E+01
MH 9	612.00	605.72	612.08	2 32	6.36	0.00	2.005E+04
MH 10	612.00	607.00	611.97	2 28	4.97	0.03	5.000E+01
MH 11	612.00	607.37	613.11	2 39	5.74	0.00	2.005E+04
CENTRAL P	608.00	602.96	602.04	2 53	0.00	5.96	5.000E+01

RL-3	611.60	605.83	610.30	2	30	4.47	1.30	5.000E+01
RL-2	611.00	604.58	610.12	2	30	5.54	0.88	5.000E+01
RL-1	610.50	604.15	607.62	2	29	3.47	2.88	5.000E+01
RL-OUTLET	610.40	601.25	601.17	2	30	0.00	9.23	5.000E+01
RL-8	613.60	605.79	612.42	2	29	6.63	1.18	5.000E+01
RL-7	611.40	605.17	611.43	2	32	6.26	0.00	2.005E+04
RL-6	610.60	604.86	610.61	2	31	5.75	0.00	2.005E+04
RL-5	611.00	604.49	609.14	2	29	4.65	1.86	5.000E+01
MH 3	612.00	606.80	610.36	2	30	3.56	1.64	5.000E+01
MH 12	612.00	605.81	612.01	2	30	6.20	0.00	2.005E+04
MH13	612.00	605.69	612.60	2	37	6.91	0.00	2.005E+04
MH 14	613.00	605.01	613.36	2	29	8.35	0.00	5.000E+01

Table E10 - CONDUIT SUMMARY STATISTICS
Note: The peak flow may be less than the design flow
and the conduit may still surcharge because of the
downstream boundary conditions.

Name Conduit Name	Design Flow (cfs)	Design Velocity (ft/s)	Conduit Vertical Depth (in)	Maximum Computed Flow (cfs)	Time of Occurrence Hr. Min.	Maximum Computed Velocity (ft/s)	Time of Occurrence Hr. Min.	Ratio of Max. to Design Flow	Maximum Depth at Pipe Ends Upstream (ft)	Maximum Depth Downstream (ft)
102	1.58E+02	3.14	96.00	4.40E+02	2 30	9.96	2 30	2.79	607.56	606.83
103	86.	2.60	78.00	2.23E+02	2 29	6.77	2 29	2.58	610.36	607.56
105	32.	2.57	48.00	5.07E+01	2 38	4.00	2 38	1.57	612.00	611.51
107	1.02E+02	2.66	84.00	2.44E+02	2 30	6.32	2 30	2.38	609.37	607.56
108	1.02E+02	2.65	84.00	2.43E+02	2 29	6.16	2 29	2.37	610.58	609.36
109	41.	3.23	48.00	6.91E+01	2 35	5.45	2 35	1.70	612.00	610.59
110	67.	2.83	66.00	1.49E+02	2 28	6.24	2 28	2.21	611.97	610.59
111	65.	2.72	66.00	1.26E+02	2 28	5.27	2 28	1.94	612.00	611.97
RP-4	43.	2.71	54.00	6.00E+01	3 17	4.17	4 41	1.39	610.59	610.30
RP-3	75.	3.83	60.00	6.28E+01	3 13	3.19	3 13	0.84	610.30	610.12
RP-2	34.	1.44	66.00	6.98E+01	2 52	2.90	2 48	2.04	610.12	607.63
RP-1	27.	3.77	36.00	9.71E+01	2 30	13.70	2 30	3.64	607.62	601.17
RP-9	9.0	2.85	24.00	9.78E+00	2 29	3.05	2 29	1.09	612.42	611.40
RP-7	18.	3.73	30.00	2.11E+01	2 34	4.24	2 34	1.15	611.40	610.60
RP-6	18.	2.61	36.00	3.83E+01	2 29	5.37	2 29	2.08	610.60	609.14
RP-5	18.	2.50	36.00	3.72E+01	2 29	5.23	2 29	2.10	609.14	607.62
104	77.	2.31	78.00	1.81E+02	2 29	5.36	2 29	2.37	611.51	610.36
112	55.	2.79	60.00	1.14E+02	2 28	5.77	2 28	2.08	612.00	611.51
113	39.	2.47	54.00	8.02E+01	2 46	5.00	2 46	2.04	612.00	612.00
114	24.	2.79	39.96	3.68E+01	2 30	4.16	2 30	1.51	613.36	612.00
controlout	31.	2.49	48.00	1.04E+02	3 2	8.92	3 2	3.32	606.83	602.04
FREE # 1	Undefnd	Undefnd	Undefnd	9.71E+01	2 30					
GATE # 1	Undefnd	Undefnd	Undefnd	1.04E+02	2 53					

Table E15 - SPREADSHEET INFO LIST
Conduit Flow and Junction Depth Information for use in
spreadsheets. The maximum values in this table are the
true maximum values because they sample every time step.
The values in the review results may only be the
maximum of a subset of all the time steps in the run.
Note: These flows are only the flows in a single barrel.

Conduit Name	Maximum Flow	Total Flow	Maximum Velocity	## Junction Name	Invert Elevation	Maximum Elevation
102	440.3955	1132421.	9.964121	## MH 1	599.1000	606.8296
103	222.8436	724164.6	6.765549	## MH 2	599.2300	607.5589
105	50.72111	176525.8	3.998869	## MH 4	600.5180	611.5112
107	244.0083	414201.5	6.317394	## MH 5	601.5800	612.0462
108	242.5155	399713.0	6.164145	## MH 7	600.0900	609.3570
109	69.12789	199544.2	5.453870	## MH 8	600.4300	610.5855
110	148.7150	544081.8	6.236500	## MH 9	601.7200	612.0784
111	125.5440	453555.6	5.267745	## MH 10	601.3800	611.9743
RP-4	60.02718	492859.7	4.173371	## MH 11	601.8700	613.1130
RP-3	62.78531	541443.8	3.190975	## CENTRAL	598.9600	602.0425
RP-2	69.76055	616919.6	2.898355	## RL-3	599.9100	610.2998
RP-1	97.11944	709265.2	13.69969	## RL-2	598.7000	610.1209
RP-9	9.782442	21018.49	3.053040	## RL-1	598.4800	607.6240
RP-7	21.10667	45975.37	4.236153	## RL-OUTLET	598.2500	601.1728
RP-6	38.33557	93919.41	5.373071	## RL-8	603.7900	612.4203
RP-5	37.17097	93030.36	5.228590	## RL-7	602.6500	611.4257
104	181.4053	606188.3	5.359520	## RL-6	601.8600	610.6149
112	113.8123	364516.8	5.770677	## RL-5	601.2500	609.1440
113	80.23139	233285.5	5.003797	## MH 3	600.2300	610.3567
114	36.77255	94148.61	4.160080	## MH 12	600.8100	612.0101
controlout	103.7442	939706.5	8.923007	## MH13	601.1900	612.6005
FREE # 1	97.08273	709385.8	0.000000	## MH 14	601.6800	613.3601
GATE # 1	103.7579	939867.6	0.000000			

Table E15a - SPREADSHEET REACH LIST
Peak flow and Total Flow listed by Reach or those
conduits or diversions having the same
upstream and downstream nodes.

Upstream Node	Downstream Node	Maximum Flow	Total Flow
MH 2	MH 1	440.40	1.13242E+06
MH 3	MH 2	222.84	7.24165E+05
MH 5	MH 4	50.721	1.76526E+05
MH 7	MH 2	244.01	4.14202E+05
MH 8	MH 7	242.52	3.99713E+05
MH 9	MH 8	69.128	1.99544E+05
MH 10	MH 8	148.71	5.44082E+05
MH 11	MH 10	125.54	4.53556E+05
MH 8	RL-3	60.027	4.92860E+05
RL-3	RL-2	62.785	5.41444E+05
RL-2	RL-1	69.761	6.16920E+05
RL-1	RL-OUTLET	97.119	7.09265E+05
RL-8	RL-7	9.7824	21018.
RL-7	RL-6	21.107	45975.
RL-6	RL-5	38.336	93919.
RL-5	RL-1	37.171	93030.
MH 4	MH 3	181.41	6.06188E+05
MH 12	MH 4	113.81	3.64517E+05
MH13	MH 12	80.231	2.33285E+05
MH 14	MH13	36.773	94149.
MH 1	CENTRAL F	103.74	9.39706E+05

97.119
103.74
200.859

DaimlerChrysler PRTAP Expansion
Residential Runoff - 2 Year

Table R1. S U B C A T C H M E N T D A T A #
Physical Hydrology Data #
#####

Subcatchment Number	Channel Name or Inlet	Width ft	Area ac	Per- cent Imprv	Slope ft/ft	"n" mprv	"n" Perv	Depres- sion Imprv	Depres- sion Perv	Prct Zero Deten- tion
1	PRTAP Res#1	PRTAP Res	1685.0	154.80	25.00	0.005	0.014	0.030	0.100	0.250 0.00

Total Number of Subcatchments... 1
Total Tributary Area (acres).... 154.80
Impervious Area (acres)..... 38.70
Pervious Area (acres)..... 116.10
Total Width (feet)..... 1685.00
Percent Imperviousness..... 25.00

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	7.349591E+05	1.308
Total Infiltration	4.173672E+05	0.743
Total Evaporation	1.404810E+04	0.025
Surface Runoff from Watersheds	2.564898E+05	0.456
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	4.710761E+04	0.084
Infiltration over the Pervious Area...	4.173672E+05	0.990
Infiltration + Evaporation +		
Surface Runoff + Snow removal +		
Water remaining in Surface Storage +		
Water remaining in Snow Cover.....	7.350128E+05	1.308
Total Precipitation + Initial Storage.	7.349591E+05	1.308

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.007

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	2.564898E+05	0.456
Groundwater Subsurface Inflow.....	0.000000E+00	0.000
Evaporation Loss from Channels.....	0.000000E+00	0.000
Channel/Pipe/Inlet Outflow.....	2.564898E+05	0.456
Initial Storage + Inflow.....	2.564898E+05	0.456
Final Storage + Outflow.....	2.564898E+05	0.456

* Final Storage + Outflow + Evaporation - *		
* Watershed Runoff - Groundwater Inflow - *		
* Initial Channel/Pipe Storage *		
* ----- *		
* Final Storage + Outflow + Evaporation *		

Percent Continuity Error.....		0.000

Table R9. Summary Statistics for Subcatchments #
#####

Note: Total Runoff Depth includes pervious & impervious area
Pervious and Impervious Runoff Depth is only the runoff from those two areas.

Subcatchment.....	PRTAP Res#1
Area (acres).....	154.80000
Percent Impervious.....	25.00000
Total Rainfall (in)....	1.30793
Max Intensity (in/hr)...	3.53840
Pervious Area	
Total Runoff Depth (in)	0.21695
Total Losses (in).....	1.01529
Remaining Depth (in)...	0.07570
Peak Runoff Rate (cfs)...	19.01163
Total Impervious Area	
Total Runoff Depth (in)	1.17496
Peak Runoff Rate (cfs)...	85.56944
Impervious Area with depression storage	
Total Runoff Depth (in)	1.17496
Peak Runoff Rate (cfs)...	85.56944
Impervious Area without depression storage	
Total Runoff Depth (in)	0.00000
Peak Runoff Rate (cfs)...	0.00000
Total Area	
Total Runoff Depth (in)	0.45645
Peak Runoff Rate (cfs)...	<u>37.68636</u>
Unit Runoff (in/hr)....	<u>0.63105</u>

DaimlerChrysler PRTAP Expansion
Residential Runoff - 5 Year

Table R1. S U B C A T C H M E N T D A T A #
Physical Hydrology Data #
#####

Subcatchment Number	Channel Name or inlet	Width ft	Area ac	Per- cent Imperv	Slope ft/ft	"n" mrv	"n" Parv	Deprs Storge Imprv	Deprs Storge Parv	Prct Zero Deten -tion
1	PRTAP Res#1	PRTAP Res	1685.0	154.80	25.00	0.005	0.014	0.030	0.100	0.250 0.00

Total Number of Subcatchments... 1
Total Tributary Area (acres).... 154.80
Impervious Area (acres)..... 38.70
Pervious Area (acres)..... 116.10
Total Width (feet)..... 1685.00
Percent Imperviousness..... 25.00

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	1.190211E+06	2.118
Total Infiltration	3.999051E+05	0.712
Total Evaporation	1.404610E+04	0.025
Surface Runoff from Watersheds	6.360504E+05	1.132
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	1.403115E+05	0.250
Infiltration over the Pervious Area...	3.999051E+05	0.949

Infiltration + Evaporation +		
Surface Runoff + Snow removal +		
Water remaining in Surface Storage +		
Water remaining in Snow Cover.....	1.190315E+06	2.118
Total Precipitation + Initial Storage.	1.190211E+06	2.118

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal - *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.009

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	6.360504E+05	1.132
Groundwater Subsurface Inflow.....	0.000000E+00	0.000
Evaporation Loss from Channels.....	0.000000E+00	0.000
Channel/Pipe/Inlet Outflow.....	6.360504E+05	1.132
Initial Storage + Inflow.....	6.360504E+05	1.132
Final Storage + Outflow.....	6.360504E+05	1.132

* Final Storage + Outflow + Evaporation - *		
* Watershed Runoff - Groundwater Inflow - *		
* Initial Channel/Pipe Storage *		
* ----- *		
* Final Storage + Outflow + Evaporation *		

Percent Continuity Error.....		0.000

Table R9. Summary Statistics for Subcatchments #
#####

Note: Total Runoff Depth includes pervious & impervious area
Pervious and Impervious Runoff Depth is only the runoff from those two areas.

Subcatchment.....	PRTAP Res#1
Area (acres).....	154.80000
Percent Impervious.....	25.00000
Total Rainfall (in)....	2.11810
Max Intensity (in/hr)...	4.45880
Pervious Area	
Total Runoff Depth (in)	0.85117
Total Losses (in).....	0.97376
Remaining Depth (in)...	0.29317
Peak Runoff Rate (cfs)...	65.04111
Total Impervious Area	
Total Runoff Depth (in)	1.97414
Peak Runoff Rate (cfs)...	123.10258
Impervious Area with depression storage	
Total Runoff Depth (in)	1.97414
Peak Runoff Rate (cfs)...	123.10258
Impervious Area without depression storage	
Total Runoff Depth (in)	0.00000
Peak Runoff Rate (cfs)...	0.00000
Total Area	
Total Runoff Depth (in)	1.13192
Peak Runoff Rate (cfs)...	174.42420
Unit Runoff (in/hr).....	1.12677

**DaimlerChrysler PRTAP Expansion
Residential Runoff - 100 Year**

Table R1. S U B C A T C H M E N T D A T A #
Physical Hydrology Data #
#####

Subcatchment Number	Channel Name or inlet	Width ft	Area ac	Per- cent Imperv	Slope ft/ft	"n" mprv	"n" Perv	Deprs Storage	Deprs Storage	Prct Zero Deten
1	PRTAP Res#1	PRTAP Res	1685.0	154.80	25.00	0.005	0.014	0.030	0.100	0.250 0.00

Total Number of Subcatchments... 1
Total Tributary Area (acres).... 154.80
Impervious Area (acres)..... 38.70
Pervious Area (acres)..... 116.10
Total Width (feet)..... 1685.00
Percent Imperviousness..... 25.00

* Table R5. CONTINUITY CHECK FOR SURFACE WATER *
* Any continuity error can be fixed by lowering the *
* wet and transition time step. The transition time *
* should not be much greater than the wet time step. *

	cubic feet	Inches over Total Basin
Total Precipitation (Rain plus Snow)	2.114506E+06	3.799
Total Infiltration	3.948855E+05	0.703
Total Evaporation	1.404810E+04	0.025
Surface Runoff from Watersheds	1.404295E+06	2.499
Base Flow	0.000000E+00	0.000
Total Water remaining in Surface Storage	3.223353E+05	0.574
Infiltration over the Pervious Area...	3.948855E+05	0.937
Infiltration + Evaporation + Surface Runoff + Snow removal + Water remaining in Surface Storage + Water remaining in Snow Cover.....	2.1135564E+06	3.800
Total Precipitation + Initial Storage.	2.114506E+06	3.799

The error in continuity is calculated as

* Precipitation + Initial Snow Cover *
* + Base Flow *
* - Infiltration - *
*Evaporation - Snow removal - *
*Surface Runoff from Watersheds - *
*Water in Surface Storage - *
*Water remaining in Snow Cover *

* Precipitation + Initial Snow Cover *
* + Base Flow *

Percent Continuity Error..... -0.050

* Table R6. Continuity Check for Channel/Pipes *
* You should have zero continuity error *
* if you are not using runoff hydraulics *

	cubic feet	Inches over Total Basin
Initial Channel/Pipe Storage.....	0.000000E+00	0.000
Final Channel/Pipe Storage.....	0.000000E+00	0.000
Surface Runoff from Watersheds.....	1.404295E+06	2.499
Groundwater Subsurface Inflow.....	0.000000E+00	0.000
Evaporation Loss from Channels.....	0.000000E+00	0.000
Channel/Pipe/Inlet Outflow.....	1.404295E+06	2.499
Initial Storage + Inflow.....	1.404295E+06	2.499
Final Storage + Outflow.....	1.404295E+06	2.499

* Final Storage + Outflow + Evaporation - *		
* Watershed Runoff - Groundwater Inflow - *		
* Initial Channel/Pipe Storage *		

* Final Storage + Outflow + Evaporation *		

Percent Continuity Error.....		0.000

Table R9. Summary Statistics for Subcatchments #
#####

Note: Total Runoff Depth includes pervious & impervious area
Pervious and Impervious Runoff Depth is only the runoff from those two areas.

Subcatchment.....	PRTAP Res#1
Area (acres).....	154.80000
Percent Impervious.....	25.00000
Total Rainfall (in).....	3.79857
Max Intensity (in/hr)...	5.12580
Pervious Area	
Total Runoff Depth (in)	2.15552
Total Losses (in).....	0.96018
Remaining Depth (in)...	0.68286
Peak Runoff Rate (cfs)...	146.63124
Total Impervious Area	
Total Runoff Depth (in)	3.52976
Peak Runoff Rate (cfs)...	178.67815
Impervious Area with depression storage	
Total Runoff Depth (in)	3.52976
Peak Runoff Rate (cfs)...	178.67815
Impervious Area without depression storage	
Total Runoff Depth (in)	0.00000
Peak Runoff Rate (cfs)...	0.00000
Total Area	
Total Runoff Depth (in)	2.49908
Peak Runoff Rate (cfs)...	298.60327
Unit Runoff (in/hr)....	1.92896

APPENDIX 'C'

Addendum Report on the Upper Grand Marais Drain March 1993 MacLaren Engineers

MacLAREN ENGINEERS

016056

20 April 1993

MacLaren Engineers (1991) Inc.
Adelaide Street South
London, Ontario
Canada N5Z 3L2

Essex Region Conservation Authority
360 Fairview Avenue West
ESSEX, Ontario
N8M 1Y6

phone: (519) 686-5711
(519) 686-5770

Attention: Mr. Stan R. Taylor, P. Eng.
Water Management Supervisor

Upper Grand Marais Drain Study
Walker Road to Tourangeau Road

Gentlemen:

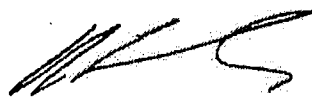
We are pleased to submit our Addendum Report on the Upper Grand Marais Drain for your review and comments.

The Report outlines our investigations; determines flood damages; identifies measures for reducing the existing flood potential; and provides recommendations to accommodate future flows consistent with the downstream channelization works to be undertaken by the Authority.

In presenting this Report, we would like to acknowledge the assistance and valuable comments provided throughout the course of our studies by Mr. S. Taylor, P. Eng. of the Essex Region Conservation Authority and Mr. Tom Murray, P. Eng. of the City of Windsor.

Yours very truly,

FENCO MacLAREN INC.



W. L. C. Knowles, P. Eng.
Project Manager

/hj

Attachment



Member of SNC-LAVALIN

**UPPER GRAND MARAIS DRAIN
(WALKER ROAD TO TOURANGEAU ROAD)
ADDENDUM NO. 2
TO
FLOOD DAMAGE REDUCTION ALTERNATIVES
FOR THE TURKEY CREEK WATERSHED**

**March 1993
Project No. 016056**

**MacLAREN ENGINEERS
SNC-LAVALIN INC.**

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UPPER GRAND MARAIS DRAIN FLOOD CONTROLS ADDENDUM REPORT

1.0 INTRODUCTION

1.1 General

Recently, a report was prepared for the Essex Region Conservation Authority which outlined the investigations, predicted the flood levels and flood damages and identified measures for reducing the existing flood potential on the Turkey Creek Watershed. The report, entitled "Flood Damage Reduction Alternatives for the Turkey Creek Watershed" did not include the study of upper portion of the Grand Marais Drain east of Howard Avenue. Subsequently, the section between Howard Ave and Walker Road was subject to a study carried out for the City of Windsor.

1.2 Authorization and Terms of Reference

By a letter dated November 5, 1991, MacLaren Engineers was authorized to carry out a study and prepare an addendum report which will address only the upper portion of the Grand Marais Drain from Walker Road to Pillette Road, which lies within the Turkey Creek Watershed. The scope of the study was to determine existing flood damages; identify measures for reducing flood potential and to make recommendations in this regard which are consistent with the previous studies.

1.3 Study Area

The principal area of interest consists of the Grand Marais Drain between Walker Road and Tourangeau Road. The entire watershed, and particularly the area upstream of Howard Avenue was needed to be considered in detail in formulating our recommendations.

2.0 STUDY RESULTS

2.1 Field Reconnaissance and Survey

Field data obtained during MacLaren's Stormwater Management Alternatives Report (1989) was reviewed and, where applicable, was used as an aid for the HEC-2 computer modelling. The previous data included sizes of existing bridges and culverts, invert elevations and road grades. Photographs of these crossings were also included in the previous field surveys and were reviewed.

During this study, several field surveys were conducted to supplement previous surveys and/or obtain additional information as regards existing conditions.

2.2 Mapping

The most current mapping was used for the floodline mapping and to obtain first floor elevations for dwellings and structures in or near the floodplain for input to the flood damage computation model.

2.3 Existing Conditions

Mapping for this area show that a significant area of development has been subjected to flooding - particularly during the flood event of October 1981.

The physical characteristics of the existing drain through this reach are as follows:

- | | | |
|------------------|---|---|
| Depth: | - | varies (1.0 m to 2.2 m) |
| | - | generally not deep enough for adequate sewer outlet |
| Sideslopes: | - | steep (1.5 horizontal/1 vertical typical) |
| | - | naturally vegetated |
| Invert Gradient: | - | approximately 0.13 percent typical |

This section of the Grand Marais Drain is as a result of channelization, improvements and cleaning carried out in past years to improve agricultural use of the tributary land.

The catchment tributary to this reach has undergone substantial urbanization since approximately 1950, which has increased both the amount of runoff and rate at which it occurs. By comparison, no major improvements to the drain have been carried out since that time.

The area along the drain has been identified in the previous floodline study as a flood prone area. In fact, extensive flood damage has been experienced on several occasions in past years, particularly in 1981.

2.4 Sub-Catchment Areas

The study area has been divided into ten sub-catchment areas for purposes of analysis. These are shown on Figure 1 and existing land uses are summarized in Table 1.

2.5 Design Flows

Based on the sub-catchment discretization outlined above, we have carried out hydrologic/hydraulic calculations to determine 1:100 year flood flows under existing conditions having regard for the restricted outlet capacity provided for lands lying south of the Canadian Pacific rail line and of the E.C. Row Expressway.

These computed flows, using the AES 30% distribution, agree well with the flows used in computing flood elevations presented in our Addendum No. 1 Report "Floodway Analysis/Stormwater Management Guidelines".

These design flows were also used for the functional design study on the Grand Marais Drain for the section between Howard Avenue and Walker Road.

As the study area is quite small, we considered it prudent to determine flood flows using the Chicago rainfall distribution in order to ensure that the higher flows generated would not exceed the design hydraulic capacity of the channels proposed to be enlarged in the area upstream of Howard Avenue.

The following design flows are recommended, are based on current development levels and are consistent with our previous studies:

Howard Avenue to Langois Boulevard	17.0 m ³ /s
	(Avg. Flow 15.4 m ³ /s)
Langois Boulevard to Walker Road	13.7 m ³ /s
Walker Road to Casson Transport	10.0 m ³ /s
Upstream of Central Avenue	6.7 m ³ /s

Runoff from a fully developed watershed would result in flows exceeding these design capacities and consequently stormwater management detention is required to maintain future flows within the design capacities. As noted in Table 1, the total area of land tributary to the Grand Marais Drain upstream of Howard is 895 ha and of which approximately 147 ha is undeveloped. Further, upstream of Central, the total tributary area is 196 ha, of which 77 ha is undeveloped.

484 acre

We would note that in developing recommendations in this regard, as well as in computing flood flows, we have assumed that industrial/commercial developments will have on-site controls to limit runoff rates to those equivalent from residential land uses.

2.6 Major Constrictions

Two major constrictions to the passage of design flows were determined:

- culvert at Central Avenue/Casson Transport;
- culvert at Plymouth Avenue on Pillette No. 2 Drain.

In addition, existing channel depths upstream of Walker Road and in particular, upstream of Central Avenue preclude the existing water course from being an adequate outlet for storm sewers.

2.7 Flood Damages

One of our study tasks, was to characterize the type of development in the previously identified damage zones lying upstream of Walker Road.

We have computed flood damages using the FLDAM model developed for the Ministry of Natural Resources. All dollar values have been updated to 1992 values.

The scenarios modelled were:

- with Plymouth culvert as existing; existing Pilette No. 1; existing conditions downstream of Central;
- with Plymouth culvert enlarged and existing Pilette No. 1 deepened; existing conditions downstream of Central.

The results of these analyses are given in Table 2 which shows:

i)	Present value of flood damages prevented by replacing the Plymouth culvert and deepening the Pilette No. 1 to Tourangeau.	\$149,600
ii)	Present value of flood damage prevented by carrying out necessary channelization downstream of Central Avenue and stormwater detention upstream of Central.	<u>\$168,000</u>
	TOTAL	\$317,600

2.8 Other Considerations

The City has expressed concern about:

- i) the effectiveness of existing stormwater management ponds;
- ii) the impact of providing additional ponds vis-a-vis:
 - a) future maintenance;
 - b) effectiveness;
 - c) ramifications to developers of relatively small parcels.

It is for these reasons that investigations were required to ascertain the feasibility of constructing a single, central stormwater detention facility to compensate for future development and to permit the abandonment of existing small ponds for the purposes of flow control in the Grand Marais Drain itself.

In carrying out these investigations, we have been guided by the following principles:

- i) the maximum flow to be discharged to downstream of Howard Avenue should not exceed $17 \text{ m}^3/\text{s}$ under regional-type storm conditions;
- ii) the design capacities of various reaches of channel should not be exceeded under local, high intensity rainfall conditions. (See Section 2.5)

3.0 CONCLUSIONS AND RECOMMENDATIONS

The basic philosophy for Turkey Creek improvements downstream are that 1:100 year flood flows to the downstream area would be controlled to the existing 1:100 year flow which was based on the 1989 extent of development. In order to achieve this, outlet flows at Howard Avenue would need to be controlled to 17 m³/s. This flow was determined previously through use of the OTTHYMO model and is fundamental to the proposed Turkey Creek project currently being undertaken by the Authority.

This current study has determined that if the entire area upstream of Howard Avenue were allowed to discharge uncontrolled runoff, the peak 1:100 year flow at Howard Avenue (future conditions) would reach approximately 24.2 m³/s under 'regional-type' rainfall conditions and 30.9 m³/s under high-intensity, local rainfall conditions. Computed flows at selected points are given in Table 1, assuming uncontrolled and controlled conditions.

As noted in Table 1, the total area of land tributary to the Grand Marais Drain upstream of Howard is 895 ha and of which approximately 147 ha is undeveloped. Further, upstream of Central, the total tributary area is 196 ha, of which 77 ha is undeveloped.

We would note that in developing recommendations in this regard, as well as in computing flood flows, we have assumed that industrial/commercial developments will have on-site controls to limit runoff rates to those equivalent from residential land uses.

Our recommendations to reduce the outlet 1:100 year flows at Howard Avenue to 17 m³/s under full development conditions are as follows. These recommendations are not independent of one another and in particular, recommendation b) is contingent upon the implementation of recommendation c).

17 m³/s 633045

3.1 Recommendations

- a) Lands to the south of the Canadian Pacific Railroad (CPR) east of Walker Road will require stormwater management facilities to reduce flows to the capacity of the existing culverts under the E.C. Row Expressway and under the CPR. As these culverts are effective flow control devices, the storage to be provided south of the CPR is only that which would be required to control local flooding. The culverts to be maintained are shown on the Plan located in the pocket at the end of this report.
- b) Lands lying between Howard and Central Avenue north of the E.C. Row Expressway/CPR will not require stormwater detention facilities. Existing facilities can be abandoned provided they are not required to reduce flows in the secondary system that is tributary to the Grand Marais Drain.
- c) Lands north of the CPR and east of Central will require stormwater detention to reduce outlet flows not only for new development, but also as compensation for allowing developments downstream to discharge uncontrolled.

The total storage volume of the pond is recommended to be 70,000 m³ to control the outflow from a fully developed area upstream of Central to 2 m³/s. With this controlled outflow, downstream flows would be controlled within the limits imposed by the principles cited above.

It is recommended that this pond be of the 'wet-type' to effect a measure of pollution reduction of stormwater runoff. The permanent pond would have a total volume of 10,000 m³.

It must be remembered that the total area north of the CPR/E.C. Row Expressway benefits as:

- i) existing stormwater ponds west of Central Avenue could be abandoned;

- ii) developments that proceed and are west or east of Central would not require individual storm detention facilities.

Finally, we note that areas south of the E.C. Row Expressway/CPR would not benefit from this stormwater detention facility.

We have shown on the Plan (inside rear cover of Report) the general location and shape of the proposed pond. In Table 3, we have presented a range of width-length relationships for the proposed facility to satisfy ultimate requirements. The estimated final cost of the facility is \$400,000, exclusive of land acquisition costs.

We recommend that the initial volume of the pond be 35,000 m³ with 5,000 m³ as a permanent pond. Pond size should be increased by 350 m³/ha of development that occurs north of the E.C. Row Expressway/CPR line (104 ha) with 50 m³/ha adding to the permanent pond. Pond outflow should be controlled to a maximum of 2 m³/s at its top water elevation.

- d) The channel between Walker Road and the downstream end of the culvert through Casson Transport should be widened, deepened and graded to match the section recommended for between Howard and Walker Road as follows:

- bottom width	2.5 m
- side slopes	3:1
- grade	0.045%

The estimated cost of this work is \$300,000. The work would not entail replacement of any of the existing structures. This work is required for both flood control upstream of Central and for accommodating development for existing and future direct contributing lands.

- e) The channel (Pilette No. 1) upstream of Central to Tourangeau Avenue should be widened, deepened and graded as follows:

-	bottom width	2 m
-	side slopes	3:1
-	grade	0.045 %

The estimated cost of this work is \$130,000. This work (as well as f) below) is required for both flood control and for providing outlet capacity for tributary lands.

- f) As well, the culvert at Plymouth Avenue would require replacement at an estimated cost of \$200,000.

We note that, provided the local drainage systems are extended to the Pilette No. 1 Drain, the existing Grand Marais Drain could be filled in and abandoned.

Regarding e) and f) above, the undersized culvert at Plymouth (Pilette No. 1) and on the Grand Marais Drain result in flood damages commencing at a return frequency of 1:10 years, i.e. water reaches elevation 608 to 608.5.

With the replacement of the Plymouth Culvert and improvement to Pilette No. 1, which then becomes the major drainage outlet, commencement of flood damages would be reduced to a frequency of approximately 1:50 years.

Consequently, improving the Pilette No. 1 system would reduce the amount of storage (back-up) that now occurs at the lower flow ranges. By shifting storage to a higher flow range, more for effective attenuation should result, thereby reducing somewhat flood levels. Therefore, a reduction in the Authority's regulatory flood datum (including freeboard) to 610.0 could be considered as reasonable if these components were to proceed without downstream channel improvements and storage facilities in place.

3.2 Summary

The works recommended are as follows:

1.	Improve channel from Walker Road to Casson Transport	\$300,000
2.	Replace Plymouth Avenue Culvert	\$200,000
3.	Improve Pillette No. 1 Drain	\$130,000
4.	Construct Stormwater Retention Pond (initial capacity 35,000 m ³)	\$200,000
		<hr/>
	TOTAL	\$830,000

The flood damage reduction benefits resulting from these works are:

a)	Replace Plymouth Avenue Culvert/improve Pillette No. 2 Drain	\$149,600
b)	Improve Channel - Walker Road to Casson Transport and initial Stormwater Detention Pond	\$168,000
		<hr/>
	TOTAL	\$317,600

It should be noted that should the channelization works from Walker to Casson be constructed before the works from Howard and Walker, then some temporary constriction at Walker may be necessary.

These proposed works will remove from risk of flooding 74 houses under 1:100 year design flow conditions. However, the City should ensure the minor drainage system tributary to the recommended works is adequate.

The final works recommended is the enlargement of the stormwater detention pond to its ultimate size of 70,000 m³ to compensate for future development being allowed to discharge uncontrolled.

The cost of the enlargement is estimated to be \$200,000.

$$70,000 \text{ m}^3 \div 2.2 \frac{\text{m}^3}{\text{s}} = 31,818 \text{ s} - \text{Duration of detention}$$

TABLE 1 LAND USE AND FLOWS

LAND USE:	Residential ha	Comm/Ind ha	Undeveloped ha	Open Space ha	Totals ha
Area 1	73.1	26.9	35.5		135.5
Area 2		19.4	41.4		60.8
Area 3		57.3			57.3
Area 4A		56.0			56.0
Area 4B		20.0	29.0		49.0
Area 4A1	18.5	35.7	14.4		68.6
Area 6	144.6	4.0	3.2		151.8
Area 7	66.0	15.8	14.0	6.5	102.3
Area 8	55.1	39.2		8.0	102.3
Area 9	62.1	39.4	9.9		111.4
Totals	419.4	313.7	147.4	14.5	895.0

FLows:	AES 30% 1:100 year		CHICAGO 1:100 year		DESIGN
(future)	Uncontrolled	Controlled	Uncontrolled	Controlled	
Location	m3/s	m3/s	m3/s	m3/s	m3/s
U/S Howard	24.2	15.3	30.9	18.7	17.0
D/S Walker	19.4	10.5	24.8	12.6	13.7
D/S Casson	15.1	6.2	19.2	7.0	10.0
U/S Central	5.3	2.0	6.7	2.0	6.7

TABLE 2. PRESENT VALUE OF FLOOD DAMAGES

A: Existing Conditions

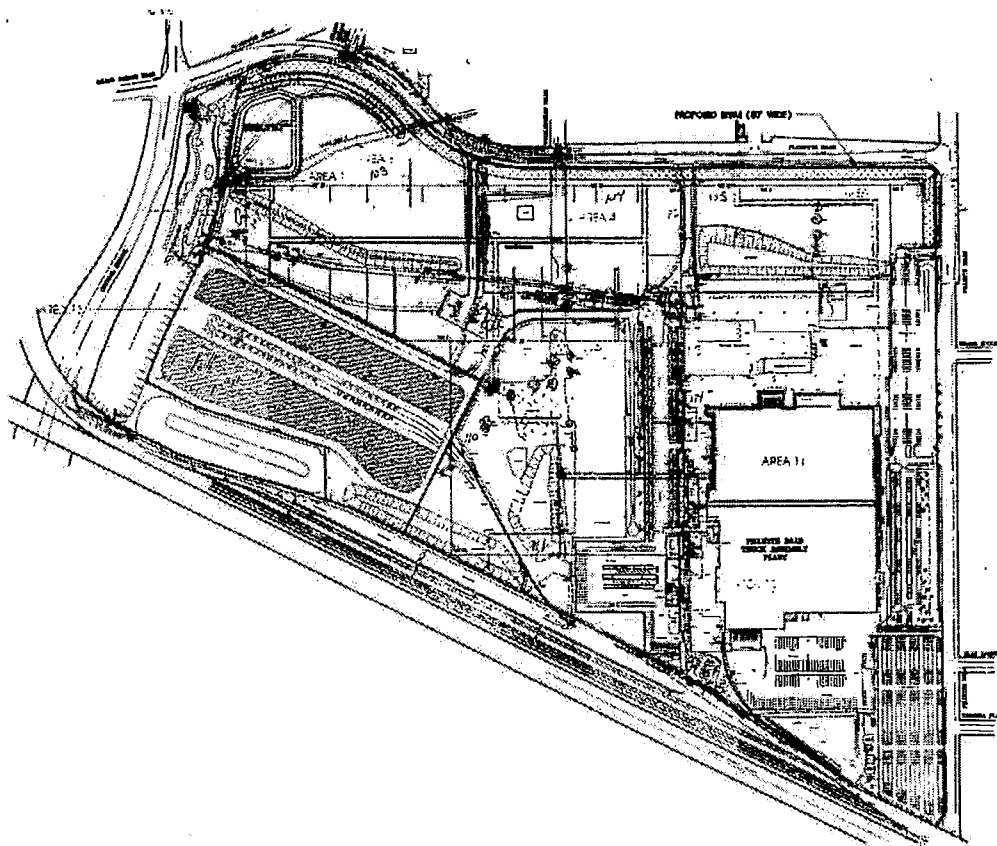
Return period	Diff.	Damages	Average Damages (Total)	Expected Annual Damages
1	1.00	\$0.0		
2	0.50	\$0.0	\$0.0	\$0.0
5	0.20	\$0.0	\$0.0	\$0.0
10	0.10	\$0.0	\$0.0	\$0.0
20	0.05	\$155.7	\$77.9	\$3.9
50	0.02	\$215.4	\$185.6	\$5.6
100	0.01	\$361.9	\$288.7	\$2.9
1000	0.001	\$361.9	\$361.9	\$3.3

EXPECTED ANNUAL DAMAGE (\$ 1000's)	\$15.6
EXPECTED ANNUAL DAMAGE (\$ 1000's) PREVENTED	\$12.3
PRESENT VALUE (7% - 50yrs) \$1000's	\$170.4
PRESENT VALUE (3% - 50yrs) \$1000's	\$317.6

B: Existing Conditions D/S Central
Plymouth Ave. Culvert/U/S Channel Improved

Return period	Diff.	Damages	Average Damages (Total)	Expected Annual Damages
1	1.00	\$0.0		
2	0.50	\$0.0	\$0.0	\$0.0
5	0.20	\$0.0	\$0.0	\$0.0
10	0.10	\$0.0	\$0.0	\$0.0
20	0.05	\$0.0	\$0.0	\$0.0
50	0.02	\$200.2	\$100.1	\$3.0
100	0.01	\$361.9	\$281.1	\$2.8
1000	0.001	\$361.9	\$361.9	\$3.3

EXPECTED ANNUAL DAMAGE (\$ 1000's)	\$9.1
EXPECTED ANNUAL DAMAGE (\$ 1000's) PREVENTED	\$5.8
PRESENT VALUE (7% - 50yrs) \$1000's	\$80.2
PRESENT VALUE (3% - 50yrs) \$1000's	\$149.6



STORM WATER MANAGEMENT AREAS

AREA 1	= 0.23 acres
AREA 2	= 1.72 acres
AREA 3	= 0.85 acres
AREA 4	= 5.79 acres
AREA 5	= 10.64 acres
AREA 6	= 14.60 acres
AREA 7	= 0.23 acres
AREA 8	= 15.76 acres
AREA 9	= 11.06 acres
AREA 10	= 7.25 acres
AREA 11	= 7.53 acres
AREA 12	= 36.84 acres
AREA 13	= 12.93 acres
POND	= 4.75 acres
TOTAL DRAINAGE AREA = 124.50 acres	
RUNOFF COEFFICIENT = 0.95	



**STORM WATER MANAGEMENT REPORT
FOR THE PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA**

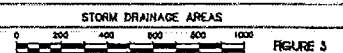


FIGURE 3

STORM SEWER DESIGN SHEET (IMPERIAL) # 2

DESIGN CRITERIA

YEAR STORM CURVE

2 year

ENTRY TIME

20 min

VELOCITY RANGE

2.5 ft/s

to 10 ft/s

MINIMUM PIPE SIZE

12 in

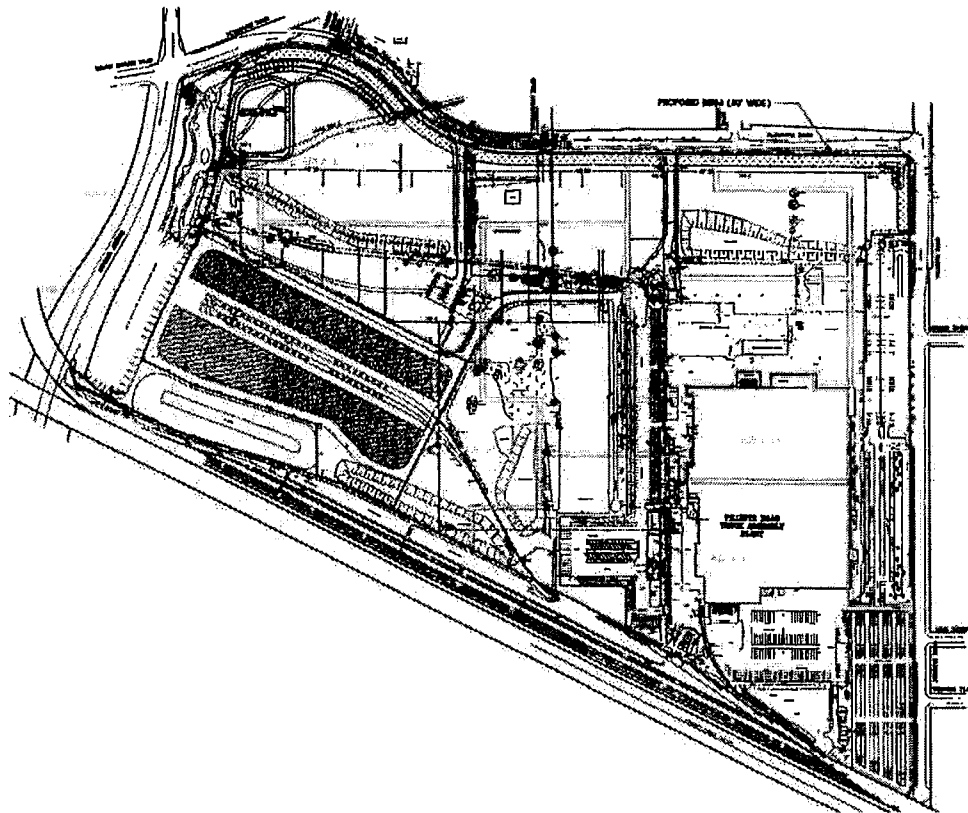
Project: BRIDGES EXPANSION

Client: DAVIS BRIDGES

Project No: 15993465



LOCATION		CUMULATIVE										A x C		RAINFALL INTENSITY		SEWER DESIGN										PROFILE	
STREET OR BASEMENT	FROM STREET AND M.H.	TO STREET AND M.H.	SEWER LENGTH (ft)	DESIGN AREA SERVED (ACRES)		RUNOFF FACTOR C	A x C		FLOW TIME SECT. ACCUM.		INCL. INTENSITY (cfs/ft)	MAXIMUM FLOW EXPECTED (cfs)	KIND OF PIPE	SEWER SLOPE (%)	DIAMETER (in)	MARKING ft	CAPACITY FULL (cfs)	VELOCITY FULL (ft/s)	UPSTREAM ELEVATION		DOWNSTREAM ELEVATION		AVERAGE COVER (ft)				
				PERSEMENT	TOTAL		INCL. A x C	TOTAL A x C	INCL. INT.	INCL. INT.									INVERT	GROUND	INVERT	GROUND					
	14	13	600	7.589	7.589	0.85	7.011	7.011	3.06	20.00	2.18	15.3	0.075%	30	0.013	22.3	2.73	601.88	612.00	601.30	612.00	7.20					
	13	12	475	11.062	16.440	0.85	10.626	17.627	3.19	23.06	1.87	34.5	0.149%	54	0.013	36.4	2.44	601.18	612.00	601.00	612.00	8.40					
	12	4	475	10.540	29.000	0.85	10.013	27.650	2.84	26.24	1.78	48.4	0.043%	60	0.013	54.3	2.79	600.81	612.00	600.90	612.00	8.30					
	8	5	800	14.800	14.800	0.85	13.87	13.670	6.37	20.00	2.18	30.2	0.047%	48	0.013	31.2	2.48	601.58	612.00	601.20	612.00	8.81					
	5	4	350	0.000	14.800	0.85	0	13.870	2.35	25.37	1.64	29.8	0.047%	48	0.013	31.2	2.48	601.18	612.00	601.00	612.00	8.90					
	4	5	856	5.780	49.390	0.85	6.5005	46.931	6.88	29.08	1.87	78.3	0.025%	78	0.013	83.1	2.50	600.51	612.00	600.30	612.00	8.94					
	3	2	860	9.850	59.240	0.85	9.8576	68.278	8.44	34.74	1.47	82.7	0.027%	78	0.013	86.4	2.86	600.23	612.00	600.00	612.00	8.99					
	11	10	1000	36.040	36.040	0.85	34.808	34.808	8.11	25.00	1.86	84.7	0.037%	90	0.013	94.8	2.73	601.87	612.00	601.50	612.00	4.90					
	10	8	950	7.250	43.890	0.85	6.8476	41.805	8.63	31.11	1.69	66.3	0.040%	80	0.013	87.3	2.83	601.28	612.00	601.00	612.00	5.31					
	8	8	900	15.780	15.78	0.85	14.872	14.87	4.83	20.00	2.18	32.8	0.060%	48	0.013	40.7	3.24	601.72	612.00	601.00	612.00	8.84					
	8	7	800	8.220	88.840	0.85	8.7985	86.438	8.70	36.70	1.41	82.6	0.025%	84	0.013	101.3	2.63	600.43	612.00	600.20	612.00	4.86					
	7	2	350	1.720	70.600	0.85	1.854	87.070	2.22	42.40	1.28	58.8	0.025%	84	0.013	101.3	2.63	600.09	612.00	600.00	612.00	4.80					
	2	1	100	0.380	120.120	0.85	0.268	123.81	0.50	44.82	1.23	152.0	0.033%	96	0.013	106.1	3.31	600.23	612.00	599.20	612.00	4.78					



STORM WATER MANAGEMENT AREAS

AREA 1	= 0.25 acres
AREA 2	= 1.72 acres
AREA 3	= 9.85 acres
AREA 4	= 5.70 acres
AREA 5	= 10.54 acres
AREA 6	= 14.50 acres
AREA 7	= 5.23 acres
AREA 8	= 10.76 acres
AREA 9	= 11.06 acres
AREA 10	= 7.25 acres
AREA 11	= 7.39 acres
AREA 12	= 28.54 acres
AREA 13	= 19.93 acres
AREA 14	= 4.75 acres
POND	= 4.75 acres
TOTAL DRAINAGE AREA = 154.50 acres	
RUNOFF COEFFICIENT = 0.95	

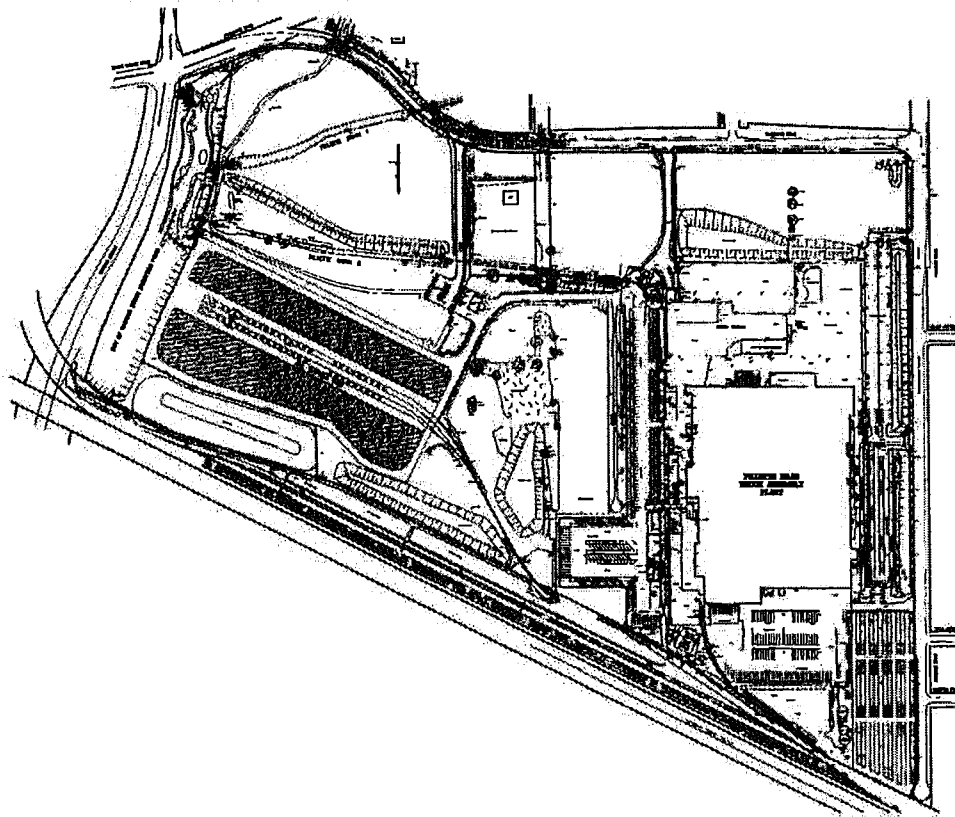


**STORM WATER MANAGEMENT REPORT
FOR THE PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA**

STORM DRAINAGE AREAS



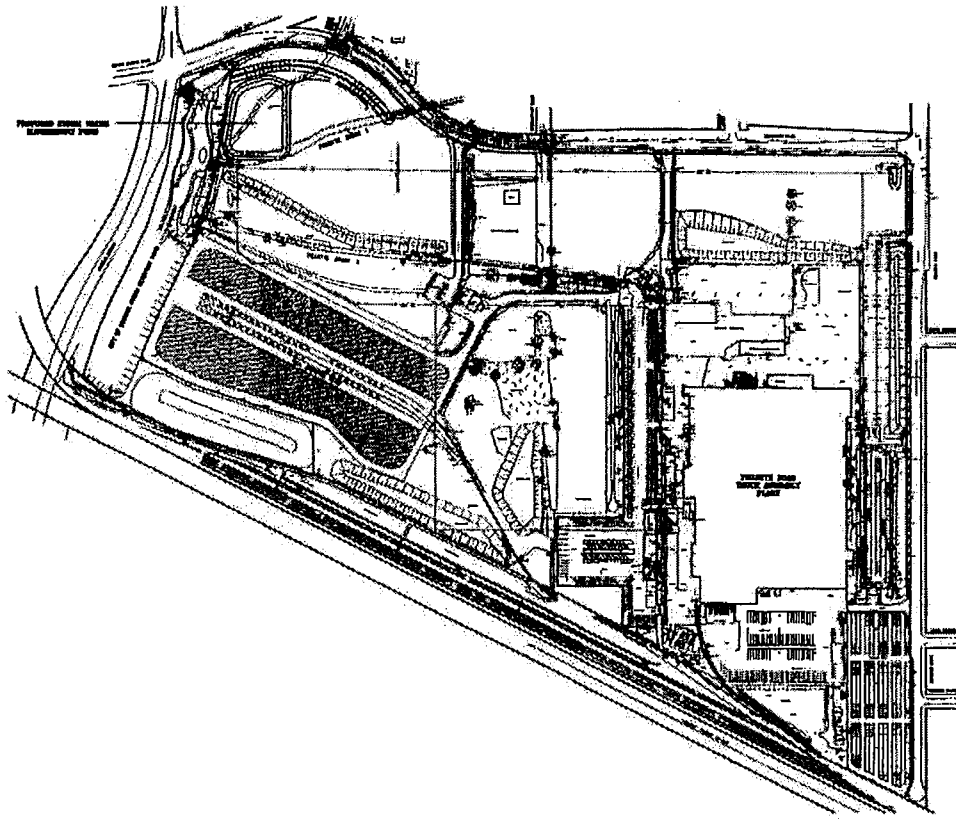
FIGURE 3



STORM WATER MANAGEMENT REPORT
FOR THE PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA

EXISTING SITE
0 200 400 600 800 1000

FIGURE 1



STORM WATER MANAGEMENT REPORT
FOR THE PILLETTE ROAD TRUCK ASSEMBLY PLANT
DAIMLERCHRYSLER CANADA

PROPOSED STORM WATER DRAINAGE SYSTEM





APPENDIX B

Storm Sewer HGL Profiles

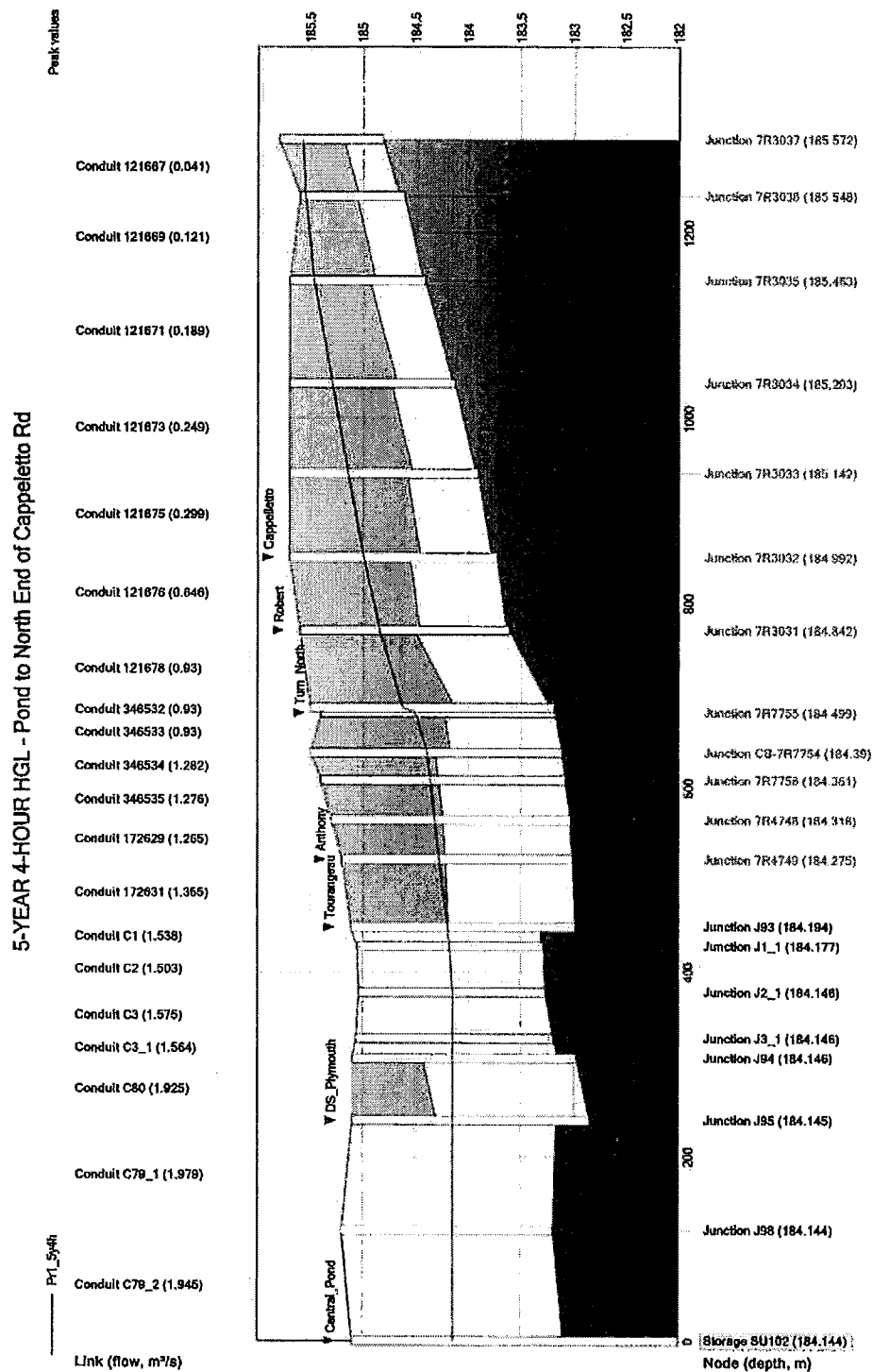


Figure B.1 – 5-year HGL Profile

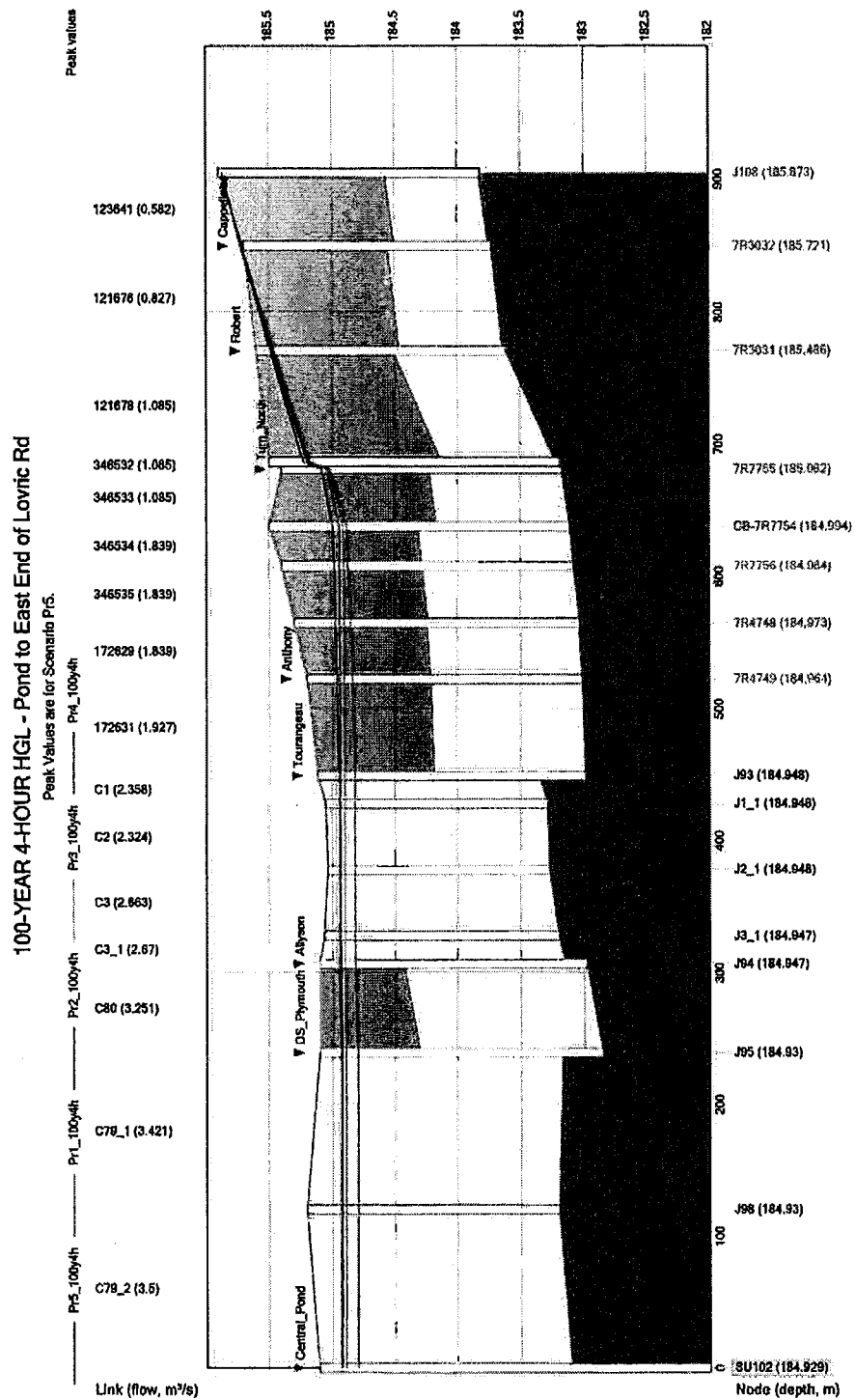


Figure B.2— 100-year HGL Profile



APPENDIX C

Lidar Maps

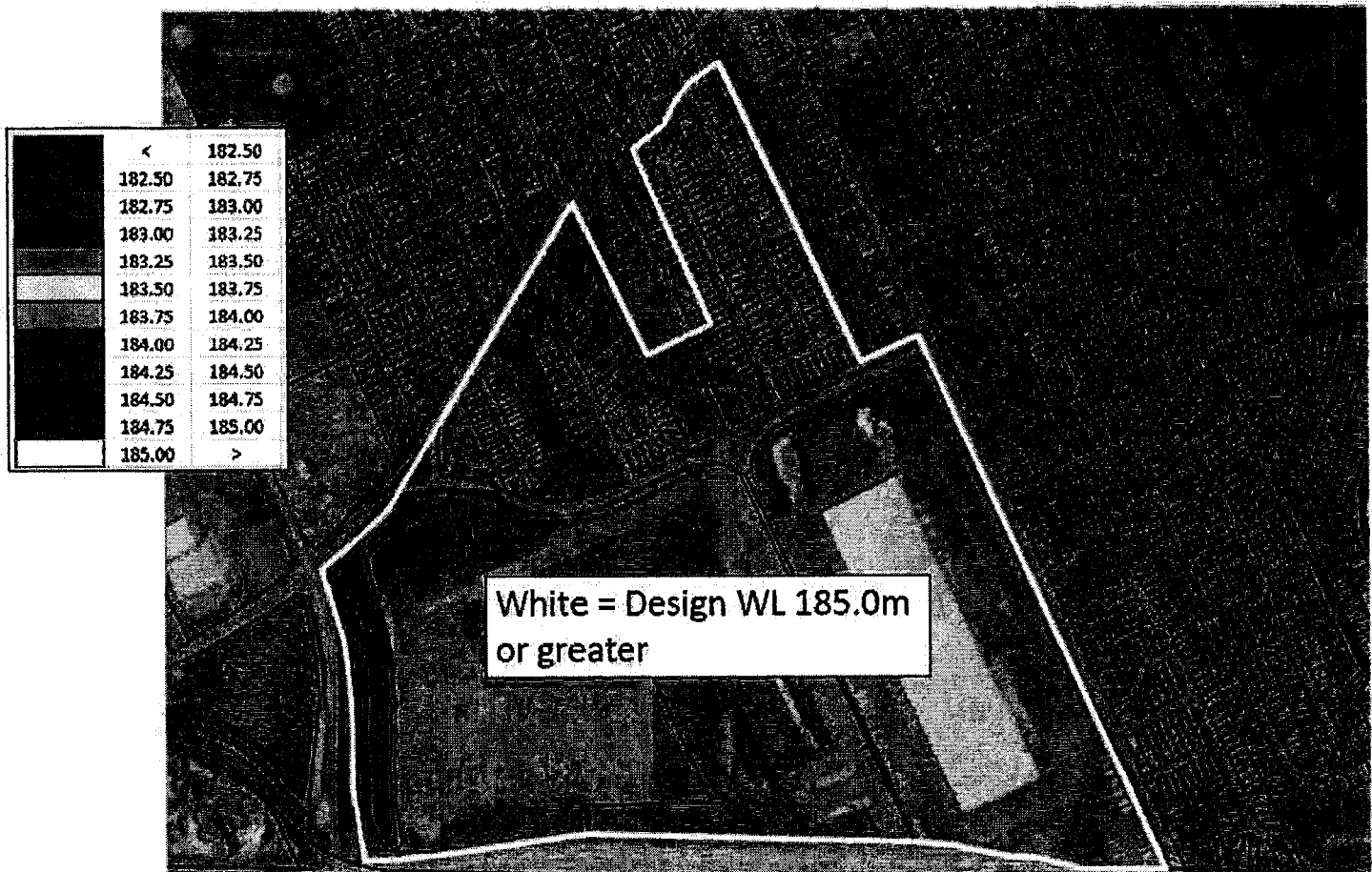
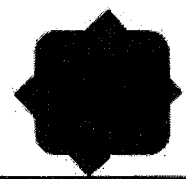


Figure C.1 – Design Water Level: 185.0 m



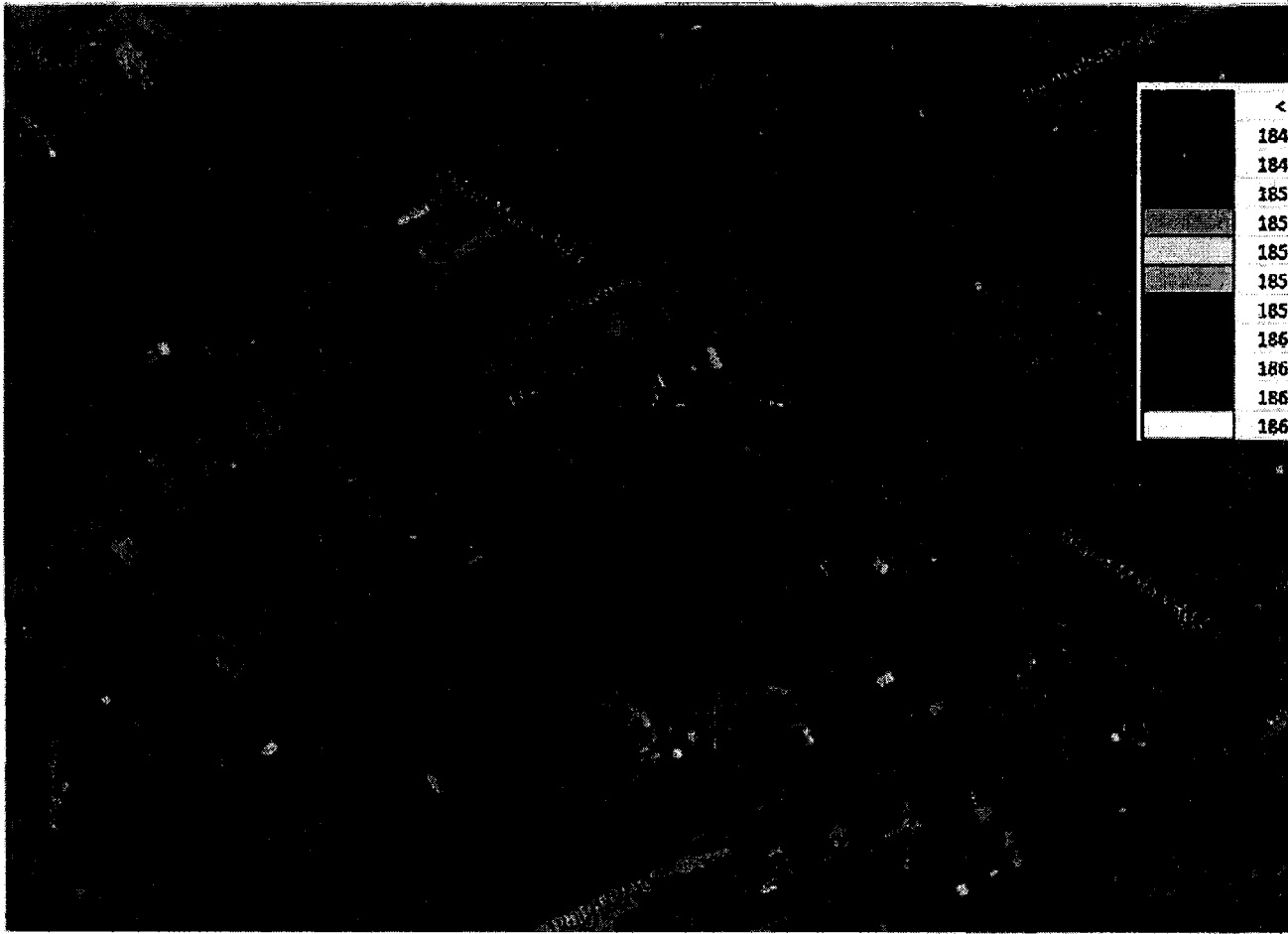
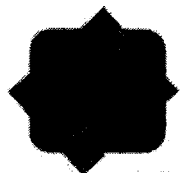
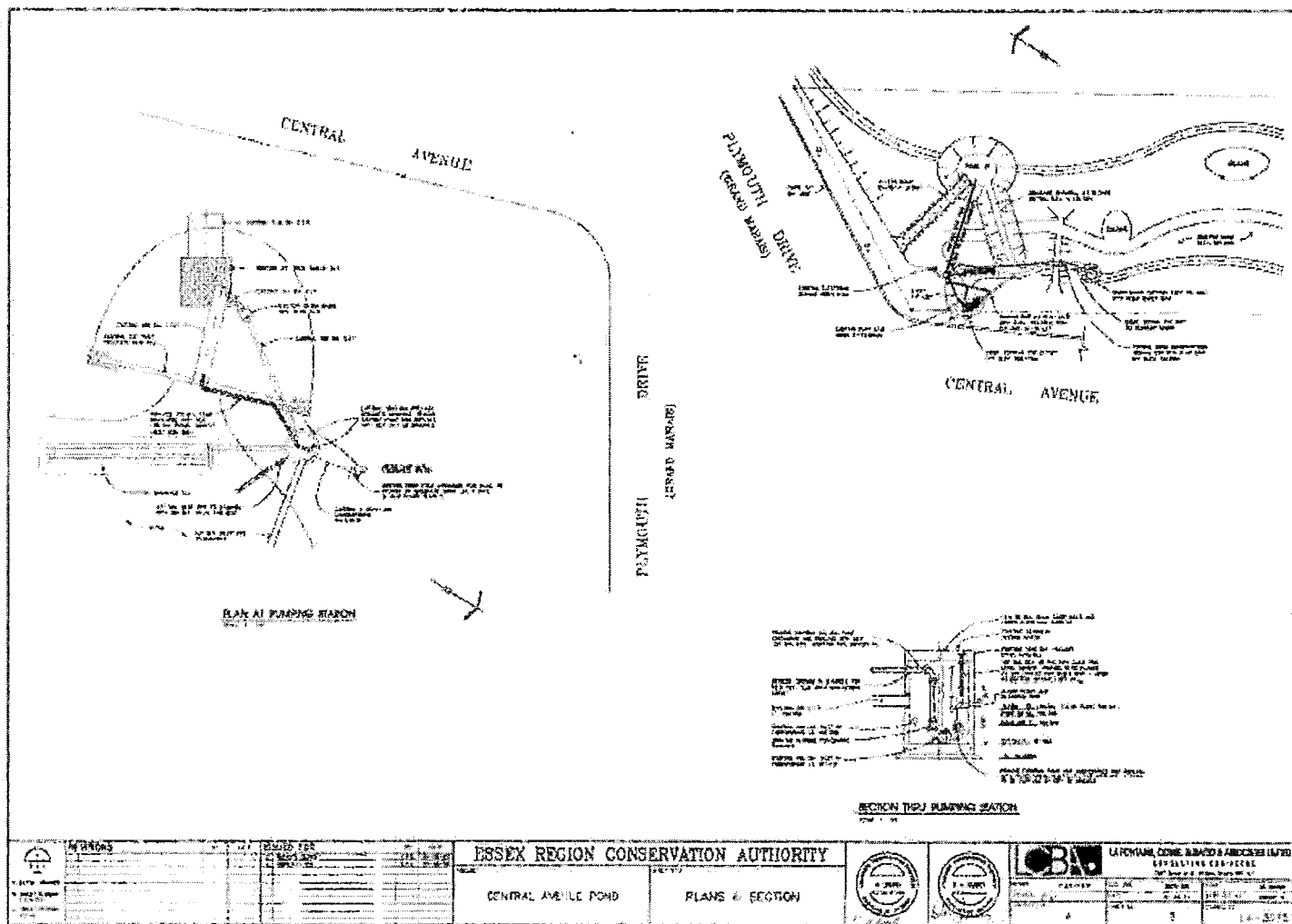


Figure C.2 – Flooding – South of Grand Marais (Tourangeau to Bernard)

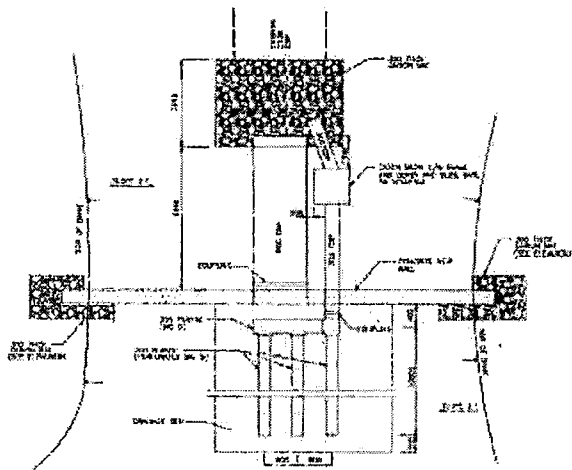




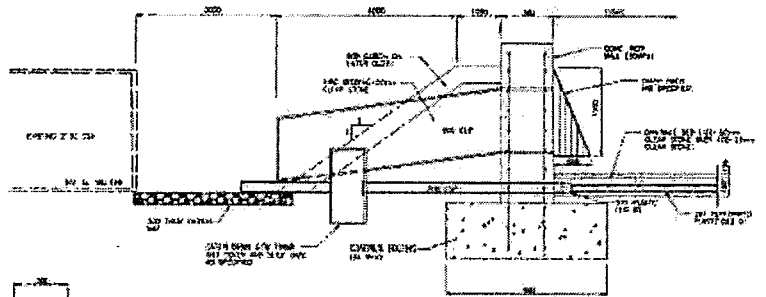
APPENDIX D
Central Pond Drawings (LCBA Plans – 1997)



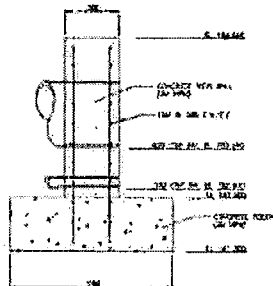
LCBA Drawing – Plan and Sections



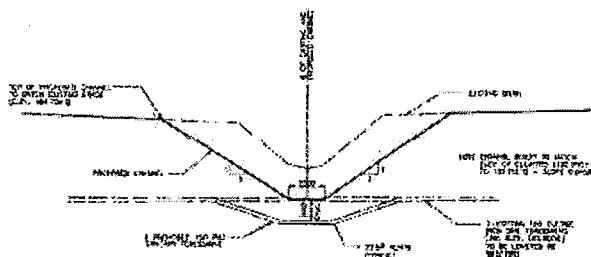
OUTFALL STRUCTURE PLAN
N.T.S.



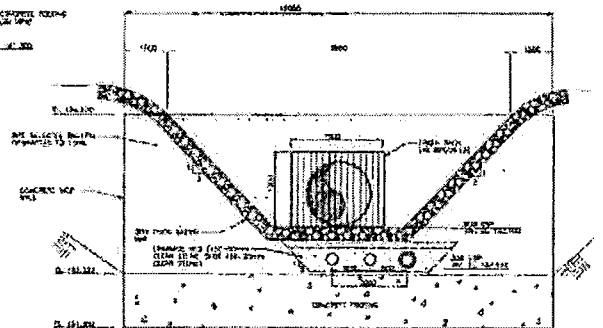
SECTION 1
N.T.S.



DETAIL A
N.T.S.



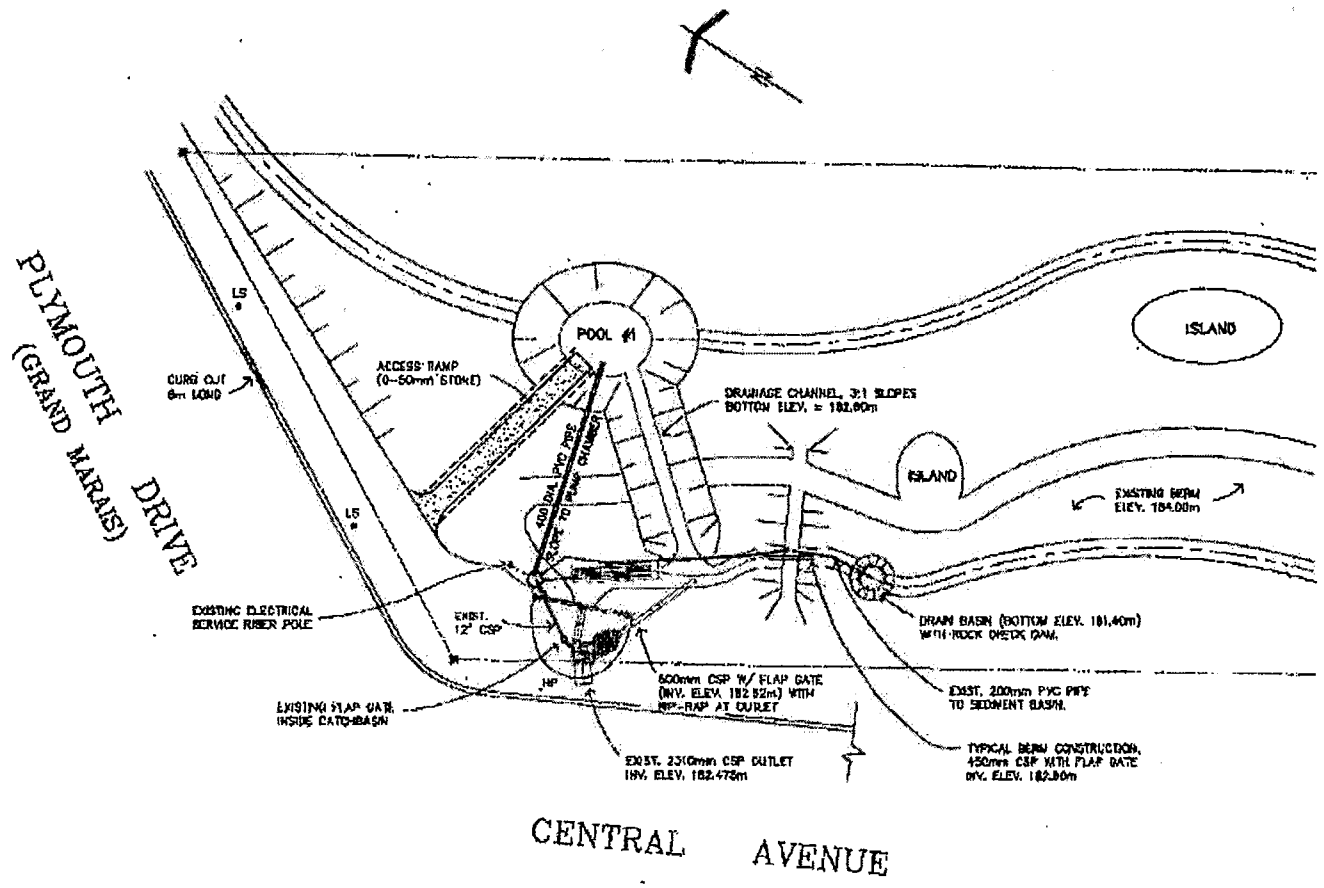
TYPICAL CHANNEL CROSS-SECTION
N.T.S.



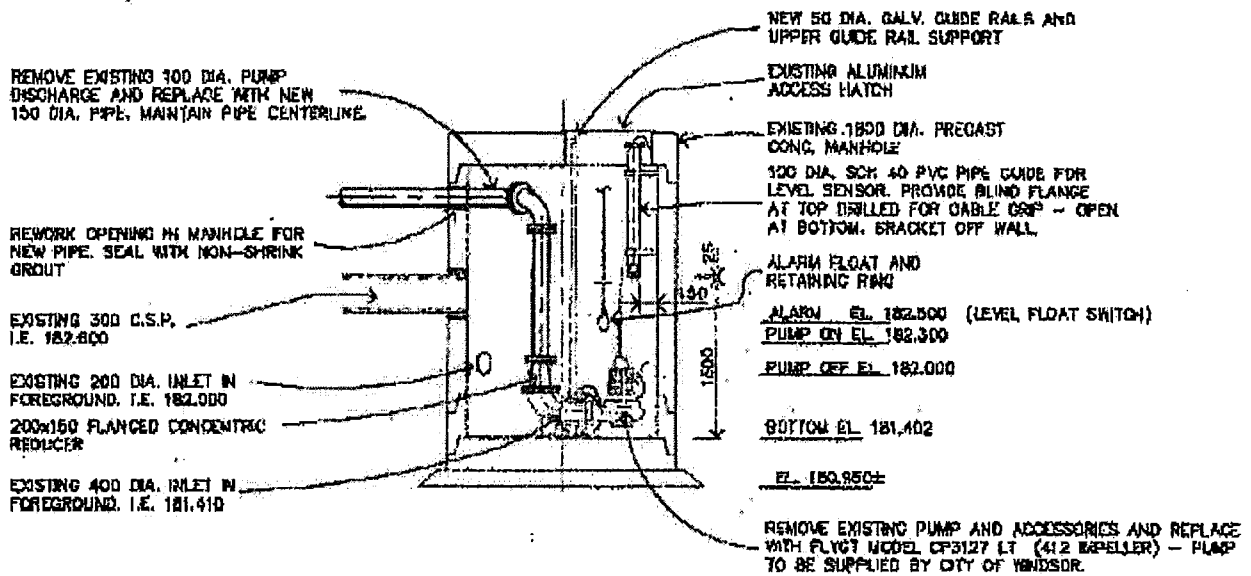
CONCRETE WEIR WALL ELEVATION
N.T.S.

LCBA Drawing – Outlet and Pumps Details



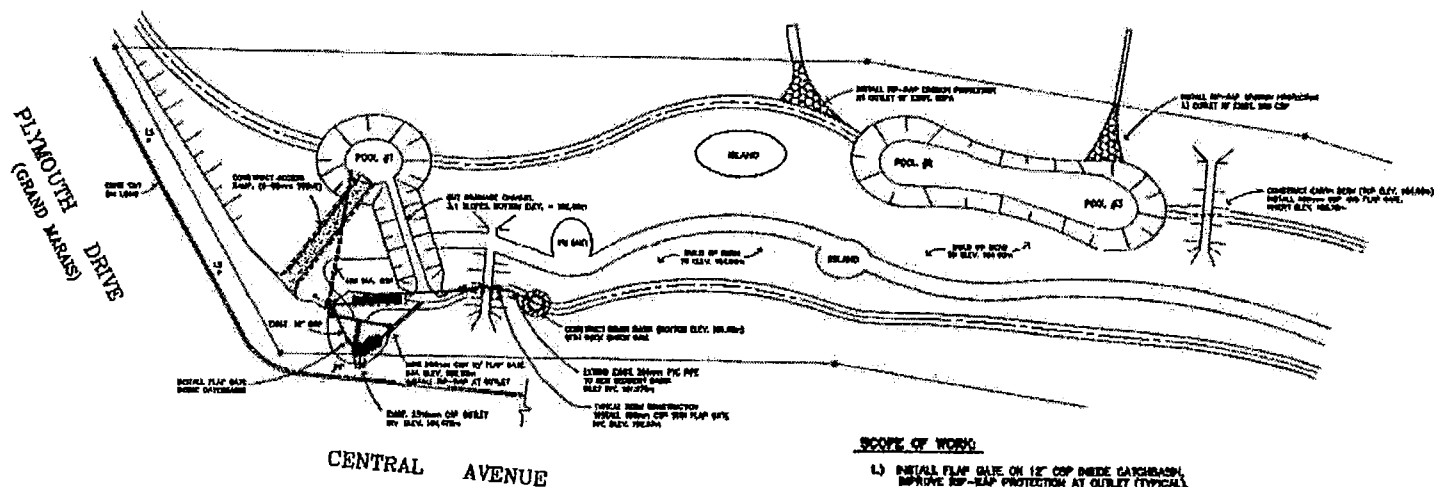


LCBA Drawing – Enlarged Plan of Outlet



SECTION THRU PUMPING STATION

SCALE 1 : 50



SCOPE OF WORK:

- 1.) INSTALL FLAP GATE ON 12" C/P DIODE CATCHBASIN, IMPROVE TOP-RAP PROTECTION AT OUTLET (TYPICAL).
- 2.) EXTEND 300mm PVC PIPE AS SHOWN. CONSTRUCT SEDIMENT BASIN AND ROCK CHECK DAM AT PIPE INLET.
- 3.) INSTALL NEW 400mm C/P AND FLAP GATE AT NEW STRUCTURE. PLACE TOP-RAP ON GEOTEXTILE AT OUTLET.
- 4.) CUT CHANNEL THROUGH BERM AT POOL #2 (AS SHOWN). BOTTOM WIDTH = 2m, INVERT ELEV. = 102.43m.
- 5.) CONSTRUCT 2 EARTH BERM'S C/W 400mm C/P AND FLAP GATES. TOP BERM = 104.00m, TOP WIDTH = 2m, 3:1 SIDE SLOPES.
- 6.) FILL IN EMBANKMENT CUT AT RAILROAD SWITCH INLET.
- 7.) INSTALL 400mm C/P PIPE FROM POOL #2 TO BOTTOM OF PUMPING CHAMBER. INVERT = 101.43m. INSPECT CONDITION AND OPERATION OF EXIST. 300mm V&B.
- 8.) BUILD UP EXISTING BERM'S TO ELEV. 104.00m.
- 9.) CONSTRUCT ACCESS RAMP TO POOL #2. GRADE & COMPACT USING 0-30mm STONE.
- 10.) CUT ENTRANCE INTO EXISTING CURB (8m LG.) ON GRAND MARAIS ROAD.
- 11.) EXCAVATE POND AND INSTALL CATTAIL VEGETATION AROUND PERIMETER OF POND'S AND AROUND LOW-FLOW CHANNEL (ALONG THE DIRECTION OF E.A.C.A.).

LCBA Drawing – Overall Pond Plan



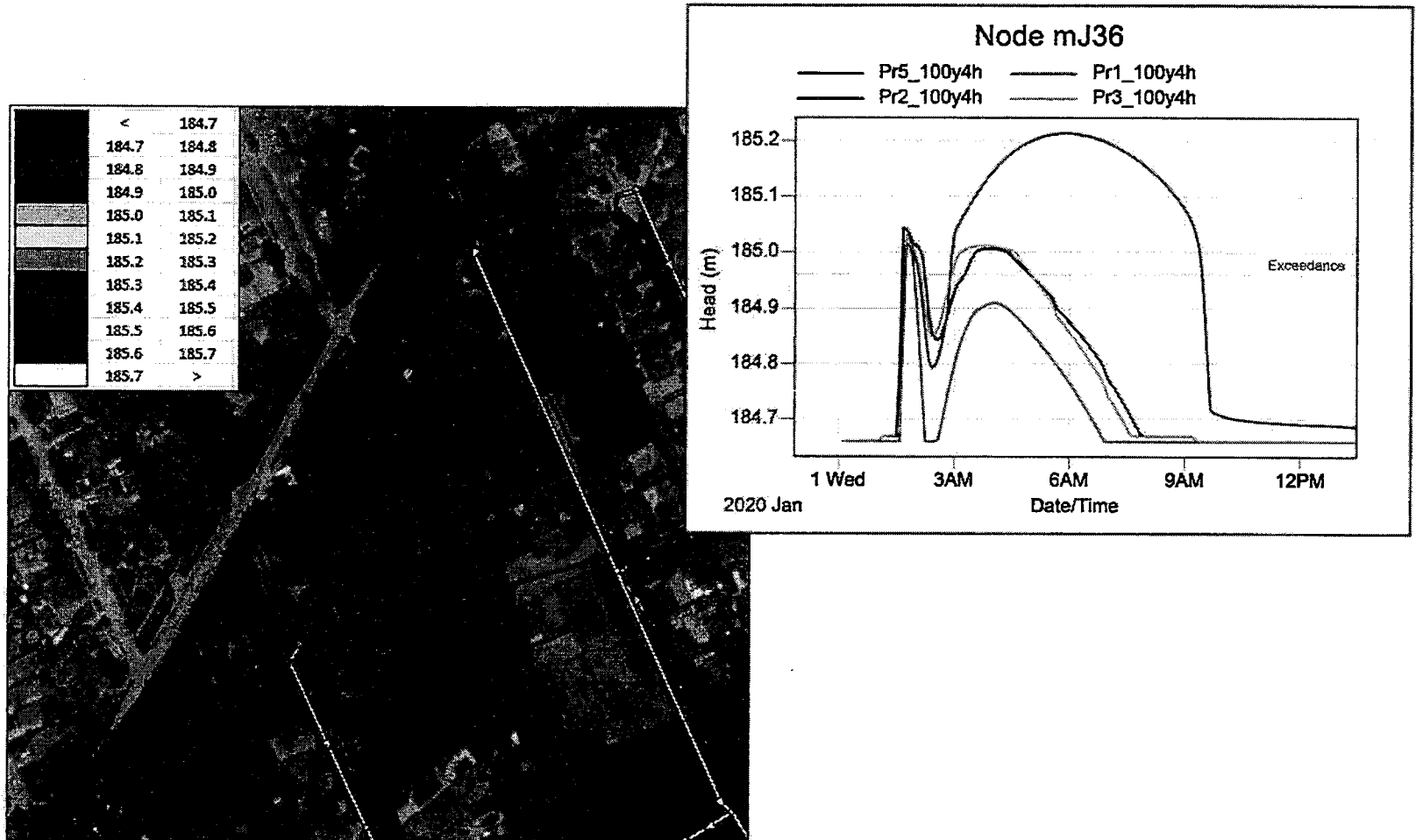


APPENDIX E

Hydrographs and PCSWMM Model

Figure E.1 – Impact of Potential Overland Flows from External Area

IMPACT OF POTENTIAL OVERLAND FLOWS FROM EXTERNAL AREA



Link GMD_CassenCul

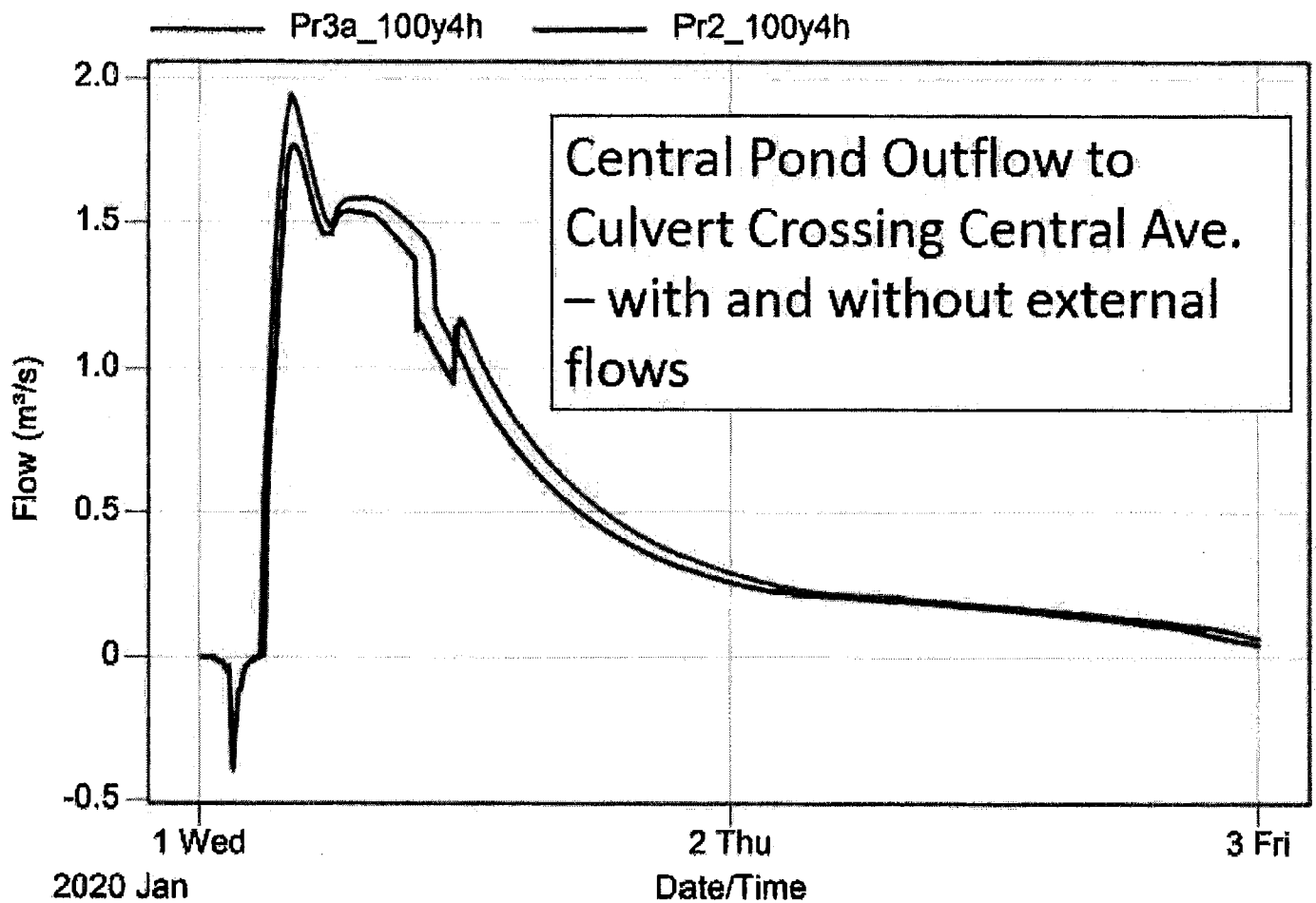
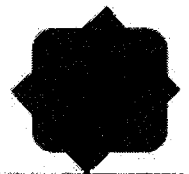


Figure E.2 – Hydrograph – Central Pond Outflow



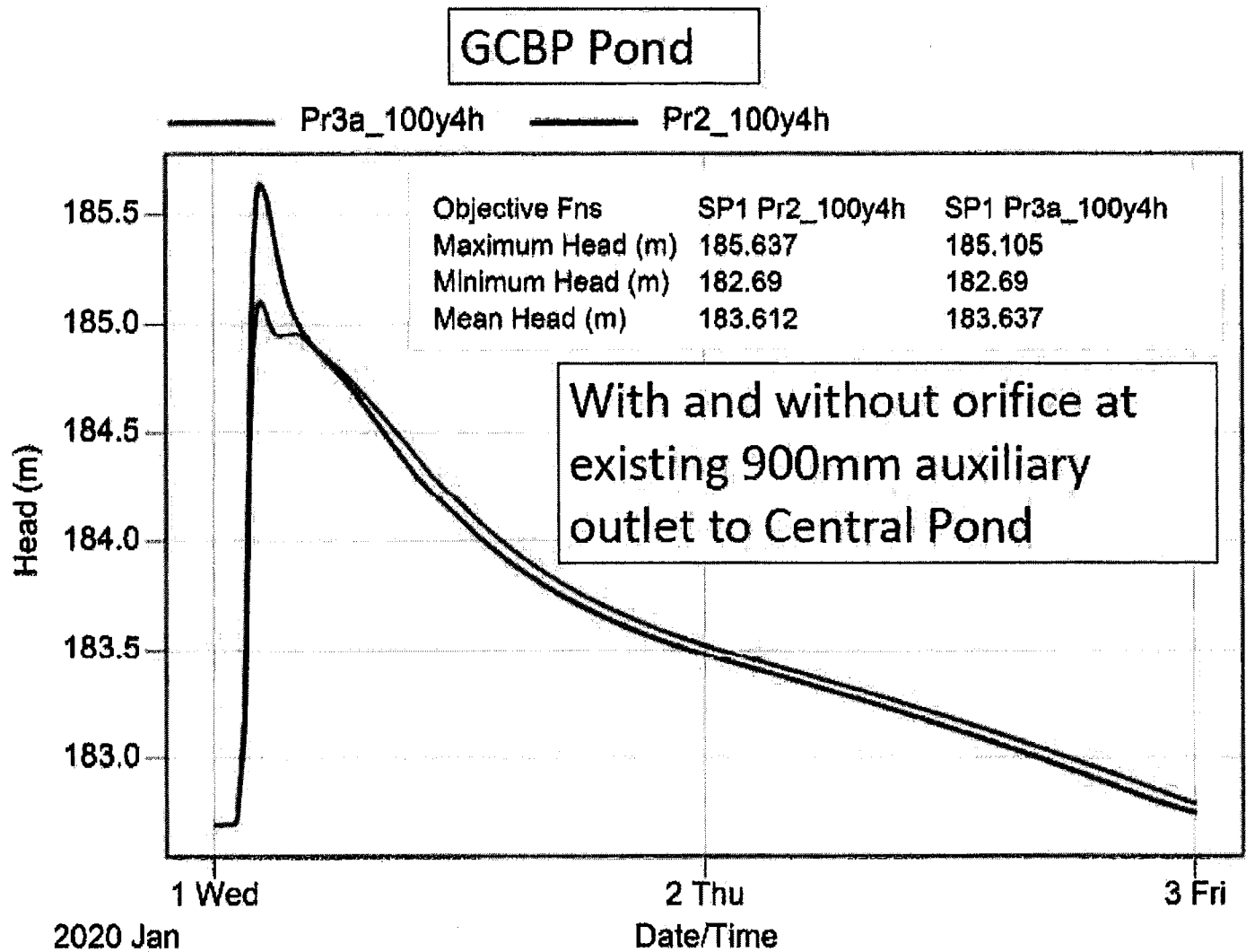
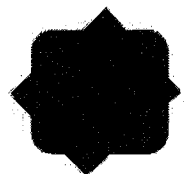


Figure E.4 – Central Pond Maximum Flood Elevation – With and Without External Auxillary Pipe form GCBP





APPENDIX F

Landmark Engineers Inc. Supplemental Letter Addressing Waterfowl to the Windsor International Airport and Email Correspondence



November 30, 2020

Project No.: 19-026

Windsor International Airport
3200 County Road 42
Unit #200
Windsor, ON
N8V 0A1

Attention: Mr. Mark Galvin, P.Eng.
CAO

Re: **Central Avenue Stormwater Management Facility**
Supplemental Letter addressing Waterfowl

Dear Mr. Galvin:

Further to our recent discussions and your request, I am pleased to provide this brief letter report that addresses the issue of waterfowl use of the pond.

Background

A report that was prepared to address proposed modifications to the existing stormwater pond, located immediately southeast of the intersection of Central Avenue and Grand Marais Road, was submitted to the Airport on August 28, 2020 for review and comment. Other relevant information pertaining to the history of the pond was also submitted.

On September 1, 2020, we emailed additional project background that set out the purpose and scope of the pond assessment, as well as our recent correspondence with the City that indicated their satisfaction with the conclusions of the assessment. The email expressed that the City was satisfied with the recommendations of the assessment, subject to the Airport indicating their support.

During our subsequent discussions, you requested that we address the extent to which the pond is being utilized by waterfowl. This letter addresses our subsequent investigations and findings for your consideration.

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(519) 972-8644

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Professional Engineers
Ontario

Approach

Since October 25th, the undersigned has attended the site on four separate occasions, at different times of the day, for the purpose of determining whether waterfowl are utilizing the facility. Our most recent attendance was on November 18th.

Summary of Findings

The following summarizes the observations that were made during the aforementioned site inspections:

- No waterfowl were observed using the facility; and,
- No physical evidence of recent or past use of the facility by waterfowl was observed, such as feathers, tracks in the pond bottom near water's edge, old nesting areas, etc.

Based on the foregoing, it seems apparent that waterfowl (i.e., ducks and geese) are not using the area. In addition to the aforementioned evidence to support this conclusion, our observations concerning the condition of the facility are also worth noting, more specifically:

- The entire floor of the existing pond is heavily vegetated with stemmy and woody vegetation (e.g., reeds, rushes, shrubs and trees). Only two very small areas of open water exist throughout the entire pond;
- The type of vegetation that exists in the pond, which can harbour predators, extends to the edge of the open water areas. This serves as a significant deterrent to use of the facility by ducks and geese.

Closing Remarks

We trust that the foregoing satisfactorily addresses your concerns regarding use of the facility by waterfowl. We also wish to confirm our understanding that should any modifications to the pond be planned by the City in the future, such initiatives would be planned in close consultation with Airport staff to ensure that conditions that are attractive to waterfowl are not created. In addition, no modifications or improvements to the pond will be undertaken without the full consent of the Airport.

If you have any questions or concerns regarding this proposal, please do not hesitate to call.

Yours truly,

Landmark Engineers Inc.



Daniel M. Krutsch, P.Eng.



Kevyn Janisse



From: Galvin, Mark <mgalvin@yqq.ca>
Sent: December 1, 2020 10:19 AM
To: Dan Krutsch
Cc: Perissinotti, Robert; Mikhael, Fahd; Winterton, Mark; Tim Byrne; James Bryant; Dowie, Andrew; Mark McCloskey; Tuffin, Steve
Subject: RE: Central Avenue Pond

Thank you Dan – we have reviewed the letter and acknowledge the items pertaining to continuous consultation if the pond is to be changed or altered in any way and appreciate that fact – we also add that it is of utmost importance that additional mitigation be instituted if the site becomes ‘fowl friendly’, for lack of a better term. Thank you for your letter and your cooperation.

Mark

Mark Galvin
Chief Executive Officer



3200 County Rd. 42, Unit 200, Windsor, ON, Canada N8V 0A1
phone: (519) 969-2430 Ext. 420 · fax: (519) 969-6053
cell: (519) 890-9215
email: mgalvin@yqq.ca · web: www.yqq.ca ·  

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From: Dan

Krutsch <dkrutsch@landmarkengineers.ca>
Sent: Monday, November 30, 2020 3:35 PM
To: Galvin, Mark <mgalvin@yqq.ca>
Cc: Perissinotti, Robert <rperissinotti@citywindsor.ca>; Mikhael, Fahd <fmikhael@citywindsor.ca>; Winterton, Mark <mwinterton@citywindsor.ca>; Tim Byrne <TByrne@erca.org>; James Bryant <JBryant@erca.org>; Dowie, Andrew <adowie@citywindsor.ca>; Mark McCloskey <mmccloskey@mcclloskeyengineering.com>
Subject: RE: Central Avenue Pond

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Further to my prior emails, and our subsequent discussions, please find attached our supplemental report that addresses the potential for waterfowl to use the Central Avenue Pond in its current and proposed modified state.

I have copied those individuals that have participated in this process to facilitate your reply.

Thanks,
Dan

Daniel M. Krutsch, P.Eng.



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e-mail dkrutsch@landmarkengineers.ca

From: Dan Krutsch <dkrutsch@landmarkengineers.ca>
Sent: Tuesday, September 1, 2020 12:40 AM
To: Galvin, Mark <mgalvin@ygg.ca>
Cc: Perissinotti, Robert <rperissinotti@citywindsor.ca>; Mikhael, Fahd <fmikhael@citywindsor.ca>; Winterton, Mark <mwinterton@citywindsor.ca>; Tim Byrne <TByrne@erca.org>; James Bryant <JBryant@erca.org>
Subject: FW: Central Avenue Pond

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mark,

As a follow-up to my email on Friday and our discussion today, this email is intended to provide further context on the purpose and scope of the assessment that we completed, in cooperation with McCloskey Engineering.

There are a number of aspects of this undertaking that I want to highlight in terms of purpose and scope, namely:

1. I was made aware of some challenges that two developers east of Central Avenue were having identifying a suitable SWM strategy for their respective developments. Based on my prior history and knowledge of the design and construction of Central Avenue Pond, I had proposed to McCloskey (engineers for developers) that consideration should be given to restoring the original design intent of the pond, to serve the SWM needs of the developments. After some initial dialogue with the City and ERCA, a meeting was held to discuss the feasibility of the proposed strategy. A copy of the meeting agenda and the slides that were referenced during the meeting are attached. Minutes of the meeting were not prepared.
2. At the conclusion of the above-noted meeting, the City consented to further assessing the merits of the strategy, subject to our thoroughly evaluating its technical feasibility. The report that I submitted previously, presents the outcome of our assessment, and recommends a SWM strategy for the area.
3. One of the principal items of the assessment involved demonstrating the capability for major storm flows to be conveyed down the Plymouth right-of-way.
4. As I had indicated during our discussion, we had originally suggested this plan to McCloskey, and then to the City and ERCA, because we considered it would be a win-win for all stakeholders. Principal beneficiaries were of course the developers, who would avoid having to establish independent SWM facilities. We surmised that even if the developers had to finance the assessment and any resulting capital works to restore the intended function of the Pond, it would be a financial win for them. On the other hand, we proposed that the City would benefit by centralizing SWM for the developments, avoiding establishment of redundant SWM facilities that they would have to maintain in the future, and achieving some improvement to the water quality of the upper Grand Marais Drain.

5. The assessment has been completed and the City has issued their conditional support for the proposed plan. The remaining condition is that the proposal is acceptable to the Airport.

As I indicated, shortly after the pond was constructed in 1995, the pond began attracting substantial numbers of Canada geese, which immediately became a concern to the Windsor Airport. Although the pond was planned under the Class EA process, I understand that the City and their consultant failed to seek input from Airport during the EA process. Over the course of the following year, the City and ERCA developed a scope of pond modifications to substantially dewater the pond. This effectively alleviated the waterfowl issue and was deemed satisfactory to the Airport operations staff.

I attached all of the correspondence that occurred between the Airport staff and the City/ERCA (and their consultants) in 1996. Some of the correspondence acknowledged that the pond would eventually become less attractive to waterfowl when the fresh plantings matured. The correspondence suggests that the concerned parties anticipated that it would take a couple years for the site conditions to change in this regard. I wish to note that it has been 24 years since the pond was constructed. The overgrown state of the pond no longer suits the nesting and rearing habitat preferences of geese. As I indicated, there is no intention to implement changes that would alter the vegetation communities that currently exist in the pond. If any changes to the vegetation were to be made, we would recommend that additional trees be planted around the perimeter of the pond, and along the central berm to provide additional canopy, to further deter use of the facility by waterfowl.

You inquired why this information was being circulated to the Airport by Landmark, rather than the City. As indicated above, the City consented to this process provided the developers financed the entire process. McCloskey Engineering, with the assistance of Landmark Engineers, undertook the assessment on behalf of the developers. In a similar spirit, we have assumed the role of marshalling the proposal through the review process.

I wish to confirm (as noted in Item 5 above) that the City has recently indicated their approval of the proposal. I have attached for your reference, an email from Mark McCloskey that we received on August 21st, which contained the response from the City regarding their satisfaction with the proposed SWM plan.

At this time, we are seeking input from the Airport on the permissibility of the proposal. Assuming that you will find the proposal satisfactory, we would ask that you express this by way of some form of written communication to Mr. Perissinotti, P.Eng. (rperissinotti@citywindsor.ca). By copy of this email, I am inviting the City and ERCA to offer any additional clarification regarding their understanding and intentions with respect to the subject matter.

Thank you for your time and consideration. Do not hesitate to call if you have any additional questions or require additional information.

Sincerely,
Dan

Daniel M. Krutsch, P.Eng.



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e-mail dkrutsch@landmarkengineers.ca

From: Dan Krutsch
Sent: August-28-20 6:56 PM

To: mgalvin@yqg.ca
Subject: Central Avenue Pond

Mark,

Further to our discussion this week, please find attached the following for your review and comment:

- Report by McCloskey Engineering on Central Avenue SWM Pond (which we assisted with)
- Historic correspondence (associated with the Pond) between the facility designer, the City, ERCA and the Airport that pertains to concerns with waterfowl use after initial construction of the pond in 1995/1996.

In summary, as I explained, it is being proposed that the pond be restored to more closely function as originally intended as a SWM facility that serves existing and proposed future development in the area. The attached report presents the results of our analysis of the ponds potential to satisfy the SWM needs of proposed developments. It is also proposed that the existing heavy overgrowth of vegetation around and within the pond that deters use of the facility by waterfowl be maintained. However, it is proposed that the retrofit berming, that was installed in 1996 to minimize short term ponding within the facility, be removed to increase the flow length through the pond to improve water quality.

The documentation that was prepared in 1996 following construction of the pond indicated that it would take a couple years for vegetation to mature sufficiently to deter waterfowl use. It has been 24 years since the pond was constructed. The current state of the vegetation effectively deters, and will continue to deter, use of the facility by geese and other significant waterfowl. Accordingly, we believe that the proposed minor modifications will not alter the characteristic of the pond in that regard.

Once you have had opportunity to review this information, we would appreciate opportunity to discuss next steps towards implementing the proposed changes with the consent of Windsor Airport.

Respectfully,
Dan

Daniel M. Krutsch, P.Eng.



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APPENDIX G
N.O.C. Development Overall Servicing Plan

NOT INCLUDED IN PERMIT 9-21

