

CITY OF WINDSOR AGENDA 04/14/2025

Consolidated City Council Meeting Agenda

Date: Monday, April 14, 2025 Time: 10:00 o'clock a.m.

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

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure Bylaw 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 Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 - Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

ltem #	Item Description
	ADDED AT DUALIE

1. ORDER OF BUSINESS

2. CALL TO ORDER - Playing of the National Anthem

READING OF LAND ACKNOWLEDGEMENT

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

- 3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
- 4. ADOPTION OF THE MINUTES (previously distributed)
- 4.1. Adoption of the Windsor City Council minutes of its meeting held February 24, 2025 (SCM 82/2025)
- 5. NOTICE OF PROCLAMATIONS
- 6. COMMITTEE OF THE WHOLE
- 7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports) (attached)
- 7.1. Correspondence 7.1.1. through 7.1.14. (CMC 5/2025)
- 7.2. Engineering/Architectural Consultants Engaged via Roster July 1 2024 to December 31 2024 "City Wide" (CM 1/2025)
- 7.3. Mayor, Councillors and Appointees Statement of Remuneration and Expenses for 2024 (C 47/2025)
- 7.4. Update of Round 1 of the Arts, Culture and Heritage Fund 2025 City Wide (C 42/2025)
- 7.5. 2024 Annual Investment Compliance Report City Wide (C 49/2025)

8. CONSENT AGENDA

CONSENT COMMITTEE REPORTS

- 8.1. Automated Speed Enforcement Program Implementation City wide (SCM 40/2025) (S 2/2025) (previously distributed)
- 8.2. Zoning By-Law Amendment Z003-25 (ZNG/7275) Ahmad Zrabah– 1550-1576 Randolph Ave, Ward 10 (SCM 72/2025) (S 8/2025) (previously distributed)
- 8.3. Rezoning Dr. Bhan Garg 7100 Cantelon Drive Z-039/24 ZNG/7252 Ward 8 (SCM 73/2025) (S 10/2025) (previously distributed)
- 8.4. Rezoning 2652184 Ontario Ltd 1110 Tecumseh Road East Z-040/24 ZNG/7258 Ward 4 (SCM 74/2025) (S 16/2025) (previously distributed)
- 8.5. Ford City CIP Application for 980 Maisonville Avenue, Owner: Salinder Singh & Mohnish Harshendu Dave (C/O: Sital Singh Garha), Ward 5 (SCM 77/2025) (S 11/2025) (previously distributed)
- 8.6. Main Street CIP/Ford City CIP Application, 1044 Drouillard Road, Owner: 1988859 Ontario Inc. (c/o: Dawne Martens) (SCM 76/2025) (S 20/2025) (previously distributed)
- 8.7. Report No. 57 of the International Relations Committee (SCM 78/2025) (SCM 52/2025) (previously distributed)
- 8.8. Minutes of the International Relations Committee of its meeting held January 30, 2025 (SCM 79/2025) (SCM 53/2025) (previously distributed)
- 8.9. Minutes of the Property Standards Committee of its meeting held February 4, 2025 (SCM 81/2025) (SCM 60/2025) (previously distributed)

CONSENT REPORTS

- 8.10. Signing of Agreements for the Windsor Regional Employment Network (C 17/2025) (previously distributed)
- 8.11. Confirm and Ratify Report regarding Invest Windsor Essex Budget City Wide (C 41/2025) (previously distributed)
- 8.12. 2025 Municipally Significant Event Status, Wards 2, 3, 4, 9 (C 39/2025) (attached)
- 8.13. Exemption to Noise By-law 6716 for Nighttime Construction Work EC Row Expressway Entrance and Exit Ramps at Dougall Ave, Jefferson Ave, and Lauzon Parkway Wards: 7, 8 and 10 (C 38/2025) (attached)
- 8.14. 2024 Annual Report Building Permit Fee Reserve Fund City Wide (C 50/2025) (attached)
- 8.15. Capital Variance Report September 30, 2024 City Wide (C 51/2025) (attached)

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

10. PRESENTATIONS AND DELEGATIONS

- 11. REGULAR BUSINESS ITEMS (Non-Consent Items) (attached)
- 11.1. Expansion of Cycling Infrastructure Wards 5, 6 & 8 (\$ 27/2025)
- 11.2. Gouin Drain Provisional By-Law for Repair and Improvement Ward 9 (C 45/2025)
- 11.3. Lachance Drain Provisional By-Law for Repair and Improvement Ward 9 (C 46/2025)
- 11.4. Request by Aecon Group for an Exemption to Noise By-Law 6716 for Purposes of Conducting Nighttime Construction Work Ward 5 (C 48/2025)
- 11.5. Housing, Infrastructure and Communities Canada Canada Public Transit Fund Baseline Funding All Wards (C 44/2025)
- 12. CONSIDERATION OF COMMITTEE REPORTS (previously distributed)
- 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
- 12.2. Report No. 121 of the Board of Directors Willistead Manor Inc. (SCM 43/2025)
- 12.3. Minutes of the Committee of Management for Huron Lodge of its meeting held December 12, 2024 (SCM 59/2025)
- 13. BY-LAWS (First and Second Reading)
- 13.1 **By-law 49-2025** A BY-LAW TO AMEND BY-LAW 240-2004, BEING A BYLAW TO CLOSE, STOP UP AND CONVEY PART OF THE NORTH/SOUTH AND EAST/WEST ALLEYS WEST OF ALEXIS ROAD FROM GRAND MARAIS ROAD EAST NORTHERLY TO MONS AVENUE, REGISTERED PLAN 1140, IN THE CITY OF WINDSOR, authorized by CAO 24/2025, dated February 27, 2025. *(previously distributed)*

- 13.2 **By-law 50-2025** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.27 METRE NORTH/SOUTH ALLEY NORTH OF REGINALD STREET, EAST OF ROSSINI BOULEVARD, SOUTH OF SEMINOLE STREET AND WEST OF BERNARD ROAD, CITY OF WINDSOR authorized by CR68/2025, dated February 10, 2025. *(previously distributed)*
- 13.3 **By-law 51-2025** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.27 METRE NORTH/SOUTH ALLEY NORTH OF REGINALD STREET, EAST OF ROSSINI BOULEVARD, SOUTH OF SEMINOLE STREET AND WEST OF BERNARD ROAD, CITY OF WINDSOR, authorized by CR68/2025, dated February 10, 2025. *(previously distributed)*
- 13.4 **By-law 52-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 208-2008 CITED AS A BY-LAW TO DELEGATE TO ADMINISTRATION THE AUTHORITY TO PROCESS, MAKE DECISIONS ON, AND TO EXECUTE AGREEMENTS FOR CERTAIN MATTERS, authorized by CR89/2025, dated February 24, 2025. *(previously distributed)*
- 13.5 **By-law 53-2025** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.57 METRE NORTH/SOUTH ALLEY NORTH OF LABELLE STREET, EAST OF LONGFELLOW AVENUE, SOUTH OF ALEXANDRA AVENUE AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR, authorized by CR371/2023, dated September 5, 2023. (previously distributed)
- 13.6 **By-law 54-2025** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.57 METRE NORTH/SOUTH ALLEY NORTH OF LABELLE STREET, EAST OF LONGFELLOW AVENUE, SOUTH OF ALEXANDRA AVENUE AND WEST OF ALEXANDRA AVENUE, CITY OF WINDSOR, authorized by CR371/2023, dated September 5, 2023. (previously distributed)
- 13.7 **By-law 55-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR62/2025, dated February 10, 2025. *(previously distributed)*
- 13.8 **By-law 56-2025** A BY-LAW TO ADOPT AMENDMENT NO. 191 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR, authorized by CR99/2025, dated February 24, 2025. (previously distributed)
- 13.9 **By-law 57-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR99/2025, dated February 24, 2025. *(previously distributed)*
- 13.10 **By-law 58-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR63/2025, dated February 10, 2025. *(previously distributed)*

- 13.11 **By-law 59-2025** A BY-LAW TO PROVIDE THAT PART-LOT CONTROL SHALL NOT APPLY TO CERTAIN LAND THAT IS WITHIN REGISTERED PLANS 1014 AND 989 IN THE CITY OF WINDSOR, authorized by By-law 139-2013, dated August 26, 2013. (previously distributed)
- 13.12 **By-law 60-2025** A BY-LAW TO PROVIDE THAT PART-LOT CONTROL SHALL NOT APPLY TO CERTAIN LAND THAT IS WITHIN PLAN 12M-631 IN THE CITY OF WINDSOR, authorized by By-law 139-2013, dated August 26, 2013. *(previously distributed)*
- 13.13 **By-law 61-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR16/2025, dated January 13, 2025. (previously distributed)
- 13.14 **By-law 62-2025** A BY-LAW TO FURTHER AMEND BY-LAW 131-2011 BEING A BY-LAW RESPECTING THE LICENSING, REGULATING AND INSPECTING OF BODY-RUB PARLOURS AND THOSE ENGAGED IN THE BUSINESS OF PROVIDING BODY-RUBS, IN BODY-RUB PARLOURS, authorized by B3/2025, dated January 13, 2025. (previously distributed)
- 13.15 **By-law 63-2025** A BY-LAW TO FURTHER AMEND BY-LAW 395-2004 BEING A BY-LAW RESPECTING THE LICENSING AND REGULATION OF VARIOUS BUSINESSES IN THE CITY OF WINDSOR, authorized by B3/2025, dated January 13, 2025. (previously distributed)
- 13.16 **By-law 64-2025** A BY-LAW TO AMEND DESIGNATION BY-LAW NUMBER 281-2003, BEING A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, KNOWN AS ROSELAND GOLF COURSE, 455 KENNEDY DRIVE WEST, TO BE OF ARCHITECTURAL AND/OR HISTORIC VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED, authorized by CR67/2025, dated February 10, 2025. (previously distributed)

 Clerk's Note: Administration is providing the attached corrected by-law.
- 13.17 **By-law 65-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR64/2025, dated February 10, 2025. *(previously distributed)*
- 13.18 **By-law 66-2025** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR65/2025, dated February 10, 2025. *(previously distributed)*
- 13.19 **By-law 67-2025** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 20.12 METRE PORTION OF THE PALL MALL STREET RIGHT-OF-WAY NEXT EAST OF VIRGINIA PARK AVENUE, CITY OF WINDSOR, authorized by CR459/2022, dated November 9, 2022. *(previously distributed)*

- 13.20 **By-law 68-2025** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 20.12 METRE PORTION OF THE PALL MALL STREET RIGHT-OF-WAY NEXT EAST OF VIRGINIA PARK AVENUE, CITY OF WINDSOR, authorized by CR459/2022, dated November 9, 2022. *(previously distributed)*
- 13.21 **By-law 69-2025** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE ALLEY SYSTEM NORTH OF FRANKLIN STREET, EAST OF TOURANGEAU ROAD, AND WEST OF ROSSINI BOULEVARD, CITY OF WINDSOR, authorized by CR305/2021, dated July 5, 2021, and CR49/2023, dated January 30, 2023. *(previously distributed)*
- 13.22 **By-law 70-2025** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE ALLEY SYSTEM NORTH OF FRANKLIN STREET, EAST OF TOURANGEAU ROAD, AND WEST OF ROSSINI BOULEVARD, CITY OF WINDSOR, authorized by CR305/2021, dated July 5, 2021, and CR49/2023, dated January 30, 2023. (previously distributed)
- By-law 71-2025 A BY-LAW TO A BY-LAW TO FURTHER AMEND BY-LAW 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by B20/2025 and B22/2025, dated January 27, 2025. (previously distributed)
- 13.24 **By-law 72-2025** 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 CR393/2024, dated September 23, 2024, and CR90/2025, dated February 24, 2025. *(attached)*
- 13.25 **By-law 73-2025** A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE GOUIN DRAIN, see Item 11.2. (First and Second Reading Only) (attached)
- 13.26 **By-law 74-2025** A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE LACHANCE DRAIN, see Item 11.3. (First and Second Reading Only) (attached)
- 13.27 **By-law 75-2025** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 14^{TH} DAY OF APRIL, 2025. (attached)

14. MOVE BACK INTO FORMAL SESSION

15. NOTICES OF MOTION (previously distributed)

15.1.	Moved by: Councillor Kieran McKenzie	
	Seconded by:	

WHEREAS the City of Windsor recognizes the importance of international trade to the local economy, with thousands of jobs directly tied to industries such as automotive manufacturing, agriculture, and steel production; and,

WHEREAS Windsor is a cornerstone of Canada's automotive sector, home to major manufacturing plants, auto parts suppliers, and a highly skilled workforce whose livelihoods depend on an integrated North American supply chain; and,

WHEREAS the deeply interconnected economies of Canada and the United States have fostered a mutually beneficial relationship, with bilateral trade supporting millions of jobs, driving innovation, and ensuring the competitiveness of industries like automotive manufacturing on both sides of the border; and,

WHEREAS the imposition of tariffs by the United States on Canadian goods, including steel, aluminum, and other products, poses a significant threat to the automotive industry, jeopardizing jobs not only in Windsor but also in Detroit and other manufacturing hubs in both countries; and,

WHEREAS retaliatory tariffs and trade barriers undermine decades of economic cooperation, destabilizing businesses and creating unnecessary hardship for workers whose jobs rely on cross-border supply chains, joint ventures, and market stability; and,

WHEREAS Windsor's economy relies heavily on cross-border trade, with the Ambassador Bridge and the soon to be operational Gordie Howe International Bridge serving as critical conduits for the flow of goods, services, and commerce, including the transport of automotive parts essential to just-in-time manufacturing systems; and,

WHEREAS both Canada and the United States have invested massive amounts of capital dollars in cross border infrastructure with the express purpose of strengthening the bi-lateral trade relationship between Canada and the United States; and therefore,

BE IT RESOLVED THAT the City of Windsor formally **OPPOSES** the imposition of destructive and unwarranted tariffs by the United States on Canadian goods and calls upon the federal and provincial governments to continue advocating for free and fair trade; and,

BE IT FURTHER RESOLVED THAT the City of Windsor **URGES** both the Canadian and United States governments to engage in constructive dialogue to resolve trade disputes and strengthen bilateral trade relationships, with a particular focus on protecting the automotive sector and its workers; and,

BE IT FURTHER RESOLVED THAT the City of Windsor **ENDORSE** the federal and provincial call for a 'Buy Canadian' policy for all municipal procurement processes, prioritizing Canadian-made goods and services wherever feasible to support local and domestic businesses and workers; and,

BE IT FURTHER RESOLVED THAT the City of Windsor **CALLS UPON** both the federal and provincial governments to remove any impediments to municipalities preferring Canadian companies in the context of municipal procurement; and,

BE IT FURTHER RESOLVED THAT this resolution **BE FORWARDED** to the Prime Minister of Canada, the Premier of Ontario, the County of Essex, local Members of Parliament and Members of Provincial Parliament, the United States Ambassador to Canada, and the Mayor and Council of the City of Detroit; the Governor of the State of Michigan and both United States Senators for the State of Michigan; and,

BE IT FINALLY RESOLVED THAT the City of Windsor **REAFFIRMS** its commitment to fostering economic prosperity through collaboration, trade, and cross-border partnerships.

16. THIRD AND FINAL READING OF THE BY-LAWS

By-law 49-2025 through 72-2025 and 75-2025.

17. PETITIONS

18. QUESTION PERIOD (attached)

- 18.1. Summary of Outstanding Council Questions as of April 3, 2025 (SCM 98/2025)
- 18.2. Outstanding Council Directives as of February 24, 2025 (SCM 97/2025)

19. STATEMENTS BY MEMBERS

20. UPCOMING MEETINGS

Development & Heritage Standing Committee Monday, April 7, 2025 4:30 p.m., Council Chambers Active Transportation Expert Panel Thursday, April 10, 2025 3:00 p.m., 1266 McDougall Public Works Boardroom

City Council Meeting Monday, April 28, 2025 10:00 a.m., Council Chambers

21. ADJOURNMENT



Correspondence Report: CMC 5/2025

ATTACHMENTS

Subject: Correspondence for Monday, April 14, 2025 City Council Meeting

No.	Sender	Subject			
7.1.1	Association of	Policy Update letter regarding US tariffs affecting			
	Municipalities of	communities, dated March 4, 2025.			
	Ontario (AMO)	City Solicitor Commissioner, Economic Development Commissioner, Finance & City Treasurer GF2025			
		Note & File			
7.1.2	Town of Tecumseh	Notice of Public Meeting on March 11, 2025, to			
		consider proposed amendments to the Town's			
		Official Plan and Zoning By-laws to update Official			
		Plan policies and zoning regulations related to			
		Additional Residential Units (ARU) to align with the			
		Planning Act.			
		City Planner Z2025 Note & File			
7.1.3	Town of Tecumseh	Notice of Public Meeting on March 11, 2025, to			
		consider proposed amendments to the Town's			
		Official Plan and Zoning By-laws in order to			
		redesignate and rezone lands in the			
		Manning/Tecumseh District.			
		City Planner Z2025 Note & File			

7.1.4	Town of Tecumseh	Notice of Public Meeting on March 11, 2025, to consider a proposed amendment to Zoning By-law, which would pre-zone lands currently designated Main Street Mixed-Use to permit missing middle housing.
		City Planner Z2025
		Note & File
7.1.5	Town of Tecumseh	Notice of Public Meeting on March 11, 2025, to
		consider proposed amendments to the Town's
		Zoning By-laws, in order to introduce revised
		parking standards in accordance with Initiative No. 4 of the Housing Accelerator Fund.
		City Planner Z2025
		Note & File
7.1.6	Town of Tecumseh	Notice of Adoption of Amendment to the Tecumseh
7.1.0	Town or recumsen	Road Main Street Community Improvement Plan (CIP)
		City Planner Z2025
		Note & File
7.1.7	Town of LaSalle	Notice of the Adoption of Official Plan Amendment
		No. 2 for the Howard Bouffard Secondary Plan to
		establish a land use planning, urban design,
		transportation, and municipal service infrastructure
		policy framework to guide new development.
		City Planner Z2025
		Note & File
7.1.8	ENWIN Utilities Ltd.	Annual Drinking Water Systems Regulation O. Reg. 170/03 Report – Calendar Year 2024
		Executive Director, Public Works Operations
		Commissioner, Infrastructure Services & City
		Engineer
		Manager, Environmental Quality
		El/10108
		Note & File

7.1.9	Windsor Police	2024 Windsor Police Service Annual Report
	Service	SP2025
		Note & File
7.1.10	City of Windsor, Employment and Social Services and Windsor-Essex County Health Unit	Memo Regarding the end of the Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) initiative, and letter to the Ministry of the Solicitor General of Ontario requesting continued support for the SSNAPP initiative. Commissioner, Human & Health Services Commissioner, Community & Corporate Services Police Chief MH2025 Note & File
7.1.11	City Planner/ Executive Director	Application for Zoning By-Law Amendment and Official Plan Amendment, 1000621124 Ontario Inc. (Mike Abu and Mohammad Howidi), 673 Wellington Avenue, to convert the existing vacant industrial building to a retail store and paved outdoor storage yard.
		Z/14930 & Z/14931 Note & File
7.1.12	Committee of Adjustment	Applications heard by the Committee of Adjustment/ Consent Authority, Thursday, March 13, 2025.
		Z2025 Note & File
7.1.13	Committee of Adjustment	Applications heard by the Committee of Adjustment/ Consent Authority, Thursday, March 27, 2025.
		Z2025 Note & File
7.1.14	Committee of Adjustment	Applications to be heard by the Committee of Adjustment / Consent Authority, Thursday, April 10, 2025.
		Z2025
		Note & File



Communities Brace for Tariff Impact

Policy Update • March 04, 2025

US President Trump Makes Good on Tariff Threats

US tariffs became a reality as of 12:01 a.m. today, initiating a trade war between our countries.

The US imposed a 25 per cent levy on Canadian and Mexican goods, with a lower 10 per cent levy on energy and critical minerals. The Canadian government has responded with counter-tariffs on \$30 billion of US goods, which will rise to \$155 billion in 21 days. Ontario is advancing and considering its own retaliatory measures, including some that could significantly impact municipalities. These may include:

- Banning US companies from procurement contracts. It is unclear if any procurement restrictions would apply to municipalities
- · Halting export of nickel and critical minerals, impacting local industry
- Implementing a 25 per cent tax on electricity exports when the legislature returns and potentially cutting off the flow entirely. Ontario's consumers and municipalities could see increased rates resulting from the revenue loss
- Cancelling its Starlink contract, which was going to provide high-speed internet access to rural and northern Ontarians starting this June.

These new tariff rates and additional US "reciprocal tariffs" said to be implemented in April could have substantial impacts on Ontario, especially in the most <u>trade-exposed</u> <u>communities</u> that produce automobiles and parts, steel, copper and other items.

AMO's Action

AMO continues to highlight to federal and provincial governments' Ontario municipalities' desire to take action. Yesterday, AMO President Robin Jones <u>wrote to the Premier</u> to highlight municipal procurement, economic development functions, and infrastructure investment as key tools to deploy in support of communities and the economy at this critical time.

To ensure municipalities receive the most relevant news on tariff and trade actions, AMO has launched a <u>new web page</u> to centralize our resources. Here, members can find:

- Tariff impacts on planned municipal infrastructure expenditures. With input from municipal staff across the province, Oxford Economics <u>estimates</u> that tariffs could increase infrastructure costs over \$1 billion on nearly \$50 billion in planned expenditures over the next two years. Municipalities can use the 2.1% municipal capital cost increase to help inform decisions on upcoming contracts.
- Updates on any "Buy Canadian" initiatives so that municipalities can comply with standing trade agreements while supporting their local, Ontario and Canadian economies. To date, AMO has not received a response to its February <u>letter to the</u> <u>Ontario Secretary of Cabinet</u> with respect to the importance of collaborating with municipalities around procurement policies and strategies.
- Upcoming tools to estimate the impacts of trade and tariff measures on municipal expenditures and revenues including property taxes to ensure municipalities understand the changing fiscal environment.

AMO will continue to work with our partners in the business community as well as residential and civil construction industries to make the case for investing in municipal services such as social housing and local infrastructure as a stimulus measure. Infrastructure investments pay dividends in both the short and long term, as employing workers contributes to GDP growth and productivity.

Contact:

AMO Policy

policy@amo.on.ca

T 416.971.9856

TOWN OF TECUMSEH NOTICE OF PUBLIC MEETING PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a public meeting **Tuesday, March 11, 2025 at 4:30 p.m.** in the Town Municipal Office Council Chambers at 917 Lesperance Road to consider proposed amendments to the Town's Official Plan and Zoning By-laws 1746, 2065, and 85-18, 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 public meeting.

The Town of Tecumseh has initiated amendments to the Official Plan and Zoning By-laws 1746, 2065, and 85-18 (Application/File: L11 FE – HAF 1) to update current Official Plan policies and zoning regulations related to Additional Residential Units (ARU) to align with the Planning Act. In addition, the amendments would allow a third ARU on existing and new single unit detached lots (resulting in a total of four residential units) that are:

- in the Town's urban neighbourhoods;
- of sufficient frontage (minimum 80 feet);
- · capable of providing the required off-street parking and driveways; and
- able to maintain appropriate landscaped open space areas in front yards.

These amendments are intended to implement Initiative No. 1 of the Housing Accelerator Fund.

As part of this HAF initiative, Town consultants, WSP, in consultation with Administration and MillerSilani Inc., have prepared the Expanding Housing Choices and Improving Affordability Directions Report ("Directions Report"). Three options for expanding housing choices and improving affordability through permitting up to four units on a lot were developed. Ultimately, a recommended option has been proposed, which is the subject of this public meeting. To view a copy of the Directions Report, please visit the Town website at www.tecumseh.ca/HAF

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 and Zoning By-law amendments.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal but the 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 proposed Official Plan and Zoning By-law amendments are adopted, the person or public body is not entitled to appeal the decision.

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 proposed Official Plan and Zoning By-law amendments are adopted, 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 Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in the Public Meeting

Public Meetings are being held at the Town Municipal Office Council Chambers and live-streamed on the Town's website. Any person who wishes to make oral submissions at the 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 3:00 p.m. on Tuesday, March 11, 2025. Registered delegates will receive the necessary details to speak at the public 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 by 12:00 p.m. (noon) on Thursday, March 6, 2025.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Official Plan and Zoning By-law amendments, you must make a written request to the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at the mailing address noted below.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at rauger@tecumseh.ca or directly at the Town Municipal Office at 917 Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (https://calendar.tecumseh.ca/meetings) on Friday, March 7, 2025.

DATED AT THE TOWN OF TECUMSEH THIS 19th DAY OF FEBRUARY, 2025.

ROBERT AUGER DIRECTOR LEGISLATIVE SERVICES & CLERK TOWN OF TECUMSEH 917 LESPERANCE ROAD TECUMSEH, ONTARIO, N8N 1W9

Item No. 7.1.3

TOWN OF TECUMSEH NOTICE OF PUBLIC MEETING PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a public meeting **Tuesday, March 11, 2025** at **4:30** p.m. in the Town Municipal Office Council Chambers at 917 Lesperance Road to consider proposed amendments to the Town's Official Plan and Zoning By-laws 1746 and 2065, 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 public meeting.

The Town of Tecumseh has initiated amendments to the Town's Official Plan and Zoning By-laws 1746 and 2065 (Application/File: L11 FE – HAF 3) in order to redesignate and rezone lands in the Manning/Tecumseh District (see Key Map below for location). These amendments would permit opportunities for residential intensification (multi-unit residential) and new mixed-use development and/or redevelopment, in accordance with Initiative No. 3 of the Housing Accelerator Fund.

As part of this HAF initiative, Town consultants, WSP, in consultation with Administration and MillerSilani Inc. have prepared the Manning/Tecumseh District Study Background Report ("Background Report") to support this initiative. To view a copy of the Background Report, please visit the Town website at www.tecumseh.ca/HAF

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 and Zoning By-law amendments.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal but the 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 proposed Official Plan and Zoning By-law amendments are adopted, the person or public body is not entitled to appeal the decision.

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 proposed Official Plan and Zoning By-law amendments are adopted, 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 Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in the Public Meeting

Public Meetings are being held at the Town Municipal Office Council Chambers and live-streamed on the Town's website. Any person who wishes to make oral submissions at the 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 3:00 p.m. on Tuesday, March 11, 2025. Registered delegates will receive the necessary details to speak at the public 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 by 12:00 p.m. (noon) on Thursday, March 6, 2025.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Official Plan and Zoning By-law amendments, you must make a written request to the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at the mailing address noted below.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at rauger@tecumseh.ca or directly at the Town Municipal Office at 917 Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (https://calendar.tecumseh.ca/meetings) on Friday, March 7, 2025.



DATED AT THE TOWN OF TECUMSEH THIS 19th DAY OF FEBRUARY, 2025.

ROBERT AUGER DIRECTOR LEGISLATIVE SERVICES & CLERK TOWN OF TECUMSEH 917 LESPERANCE ROAD TECUMSEH, ONTARIO N8N 1W9

TOWN OF TECUMSEH NOTICE OF PUBLIC MEETING PROPOSED AND ZONING BY-LAW AMENDMENT

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a public meeting **Tuesday, March 11, 2025 at 4:30 p.m.** in the Town Municipal Office Council Chambers at 917 Lesperance Road to consider a proposed amendment to Zoning By-law 1746, 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 public meeting.

The Town of Tecumseh has initiated an amendment to Zoning By-law 1746 (*Application/File: L11 FE – HAF 2*) which would pre-zone lands currently designated Main Street Mixed-Use in the Official Plan (see Key Map below) to permit missing middle housing up to a maximum of six storeys, in accordance with the Tecumseh Official Plan and Initiative No. 2 of the Housing Accelerator Fund. The amendment would have the effect of:

- i) permitting missing middle housing including duplex dwellings, triplex dwellings, fourplex dwellings, cluster townhouse dwellings, stacked townhouse dwellings, and apartment dwellings and mixed-use apartment dwellings up to six storeys in height;
- establishing new lot regulations related to minimum lot area (400 sq. metres), minimum lot frontage (15 metres), maximum lot coverage (80%), and maximum building height (6 storeys); and
- iii) establishing new yard regulations related to setbacks from lot lines, setbacks of upper storeys of buildings and location of parking areas.

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 would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal but the 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 proposed Zoning By-law amendment is adopted, the person or public body is not entitled to appeal the decision.

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 proposed Zoning By-law amendment is adopted, 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 Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in the Public Meeting

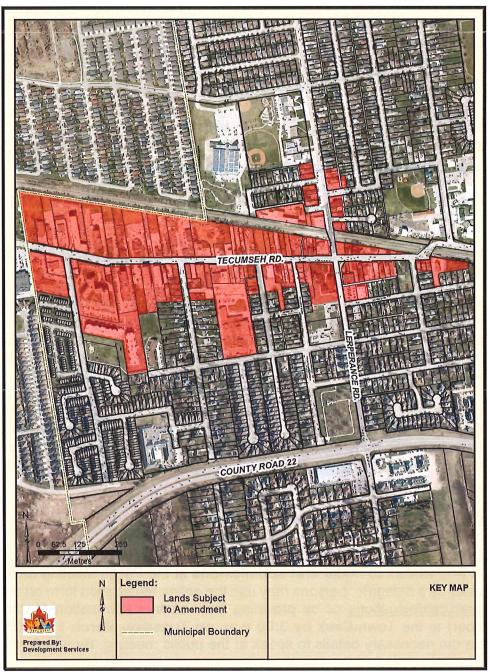
Public Meetings are being held at the Town Municipal Office Council Chambers and live-streamed on the Town's website. Any person who wishes **to make oral submissions** at the Public Meeting **must register as a delegate**. To register as a delegate, persons may use the online registration form on the 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 3:00 p.m. on Tuesday, March 11, 2025**. Registered delegates will receive the necessary details to speak at the public 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 by 12:00 p.m. (noon) on Thursday, March 6, 2025.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Zoning By-law amendment, you must make a written request to the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at the mailing address noted below.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at rauger@tecumseh.ca or directly at the Town Municipal Office at 917 Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (https://calendar.tecumseh.ca/meetings) on Friday, March 7, 2025.



DATED AT THE TOWN OF TECUMSEH THIS 19th DAY OF FEBRUARY, 2025.

ROBERT AUGER
DIRECTOR LEGISLATIVE
SERVICES & CLERK
TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO
N8N 1W9

Item No. 7.1.5

TOWN OF TECUMSEH NOTICE OF PUBLIC MEETING PROPOSED ZONING BY-LAW AMENDMENTS

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh will hold a public meeting **Tuesday, March 11, 2025** at **4:30 p.m.** in the Town Municipal Office Council Chambers at 917 Lesperance Road to consider proposed amendments to the Town's Zoning By-laws 1746, 2065 and 85-18 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 public meeting.

The Town of Tecumseh has initiated amendments (*Application/File: L11 FE – HAF 4*) to the Town's existing Zoning By-laws (By-law 1746, 2065 and 85-18) in order to introduce revised parking standards, in accordance with Initiative No. 4 of the Housing Accelerator Fund. The amendments would have the effect of establishing a minimum required number of parking spaces of 1.25 spaces per dwelling unit for all multi-unit dwellings (duplex, triplex, townhouses and apartments).

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 amendments.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of Tecumseh to the Ontario Land Tribunal but the 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 proposed Zoning By-law amendments are adopted, the person or public body is not entitled to appeal the decision.

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 proposed Zoning By-law amendments are adopted, 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 Tribunal, there are reasonable grounds to do so.

How to Provide Comments or Participate in the Public Meeting

Public Meetings are being held at the Town Municipal Office Council Chambers and live-streamed on the Town's website. Any person who wishes to make oral submissions at the 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 3:00 p.m. on Tuesday, March 11, 2025. Registered delegates will receive the necessary details to speak at the public 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 by 12:00 p.m. (noon) on Thursday, March 6, 2025.

If you wish to be notified of the decision of the Council of the Corporation of Town of Tecumseh on the proposed Zoning By-law amendment, you must make a written request to the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at the mailing address noted below.

FOR MORE INFORMATION about this matter, including information about appeal rights, contact the Corporation of the Town of Tecumseh, c/o Robert Auger, Director Legislative Services & Clerk, at rauger@tecumseh.ca or directly at the Town Municipal Office at 917 Lesperance Road.

The Public Meeting Agenda regarding this application will be available on the Town's website (https://calendar.tecumseh.ca/meetings) on Friday, March 7, 2025.

DATED AT THE TOWN OF TECUMSEH THIS 19th DAY OF FEBRUARY, 2025.

ROBERT AUGER DIRECTOR LEGISLATIVE SERVICES & CLERK TOWN OF TECUMSEH 917 LESPERANCE ROAD TECUMSEH, ONTARIO, N8N 1W9

TOWN OF TECUMSEH NOTICE OF ADOPTION AMENDMENT TO THE TECUMSEH ROAD MAIN STREET COMMUNITY IMPROVEMENT PLAN (CIP)

TAKE NOTICE that the Council of the Corporation of the Town of Tecumseh passed By-law 2025-030 on the 11th day of March, 2025, in accordance with Section 28 of the *Planning Act.* By-law 2025-030 amends the current Tecumseh Road Main Street Community Improvement Plan (CIP) for the Town of Tecumseh.

AND TAKE NOTICE that to file an appeal to the Ontario Land Tribunal (OLT) in respect of the amendment to the Tecumseh Road Main Street CIP, a notice of appeal setting out the objection to the by-law and the reasons in support of the objection must be filed with the Clerk of the Corporation of the Town of Tecumseh. Any appeal must be accompanied by a fee of \$1,100 made payable to the Minister of Finance. The OLT requires that the payment be in the form of a certified cheque or money order. The appeal, together with the fee required by the OLT, must be filed no later than the **15**th **day of April 2025**.

AND TAKE NOTICE that no person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party;

THE PURPOSE AND EFFECT of By-law 2025-030 is to amend the Tecumseh Road Main Street CIP by:

- reintroducing a revised Building and Property Improvement Grant (BPIG) Program for developments that include affordable rental housing units;
- ii) introducing a new Affordable Rental Housing Grant Program for developments that include affordable rental housing units; and
- iii) modifying the boundary of the CIP by removing lands that have already been fully developed and by adding 92 new properties totalling 21 acres in order to allow for new strategically-located residential properties to also take advantage of the CIP grant programs.

This amendment to the CIP is exempt from approval by the Ministry of Municipal Affairs and Housing. The decision of Council is final if a notice of appeal is not received on or before the last day for filing a notice of appeal.

ADDITIONAL INFORMATION relating to the proposed Industrial CIP is available for review during regular office hours (8:30 a.m. to 4:30 p.m.) at the Town Municipal Office at 917 Lesperance Road.

Effect of Public Input on Council's Decision

No public comments were received with respect to this By-law at the January 28, 2025 Public Meeting.

DATED AT THE TOWN OF TECUMSEH THIS 26TH DAY OF MARCH, 2025.

CITY OF WINDSOR COUNCIL SERVICES

APR 0 1 2025

RECEIVED

ROBERT AUGER
DIRECTOR LEGISLATIVE SERVICES & CLERK
TOWN OF TECUMSEH
917 LESPERANCE ROAD
TECUMSEH, ONTARIO
N8N 1W9



Notice of the Adoption of Official Plan Amendment No. 2 By the Town of LaSalle for the Howard Bouffard Secondary Plan

Take Notice that the Council of The Corporation of the Municipality of LaSalle passed By-law No. 2025-020 on the 25th day of February, 2025 under the provisions of Sections 17 and 21 of the Planning Act, R.S.O. 1990 c.P.13.

The lands affected by this amendment are generally bounded by Normandy Street to the north, Howard Avenue to the east, Laurier Parkway to the south, and Malden Road to the west, outlined in red on the Map below, and referred to as the Howard Bouffard Secondary Plan Area.

The purpose of Official Plan Amendment No. 2 is to establish a comprehensive land use planning, urban design, transportation and municipal service infrastructure policy framework to guide new development within the Howard Bouffard Secondary Plan Area.

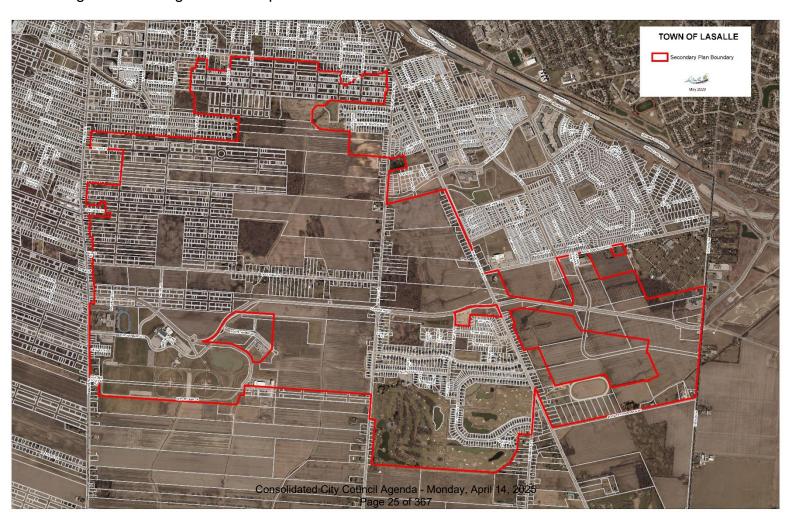
The Official Plan Amendment requires the approval of the County of Essex as the approval authority, and it comes into effect upon the approval at the end of the public review and appeal period and approval by the Manager of Planning Services for the County of Essex.

Additional information relating to this matter, including a copy of the Official Plan Amendment and any related background material, is available for review at the LaSalle Planning Office at Town Hall, 5950 Malden Road, during normal office hours, 8:30 a.m. to 4:30 p.m. and on the Town's website www.lasalle.ca/HBSP

Any person or public body is entitled to receive notice of the decision of the approval authority, being the County of Essex, if a written request to be notified of the decision is made to the approval authority.

And take notice that only individuals, corporations and public bodies will be entitled to receive notice of the decision of the approval authority, being the County of Essex, pertaining to the Official Plan Amendment, if a written request to be notified of the decision is made to the approval authority. If you wish to be notified of the decision, you must make a written request to the Corporation of the County of Essex, attention Mrs. Rebecca Belanger, Manager of Planning Services, 360 Fairview Avenue West, ON, N8M 1Y6, telephone (519) 776-6441.

Dated February 27, 2025 Kristina Brcic Manager of Planning and Development





OPTIONAL ANNUAL REPORT TEMPLATE

Drinking Water System Number:	220003421
Drinking Water System Name:	City of Windsor Drinking Water System
Drinking Water System Owner:	The Windsor Utilities Commission
Drinking Water System Category:	Large Municipal Residential
Period being reported:	Calendar Year 2024

Complete if your Category is Large	Complete for all other Categories
Municipal Residential or Small Municipal	
Residential	
	Number of Designated Facilities served:
Does your Drinking Water System serve	
more than 10,000 people? Yes [X] No []	
	Did you provide a copy of your annual
Is your annual report available to the public	report to all Designated Facilities you
at no charge on a web site on the Internet?	serve? Yes[] No[]
Yes [X] No []	
	Number of Interested Authorities you
Location where Summary Report required	report to:
under O. Reg. 170/03 Schedule 22 will be	
available for inspection.	Did you provide a copy of your annual
The Windsor Utilities Commission	report to all Interested Authorities you
4545 Rhodes Dr.	report to for each Designated Facility?
Windsor ON N8W 5T1	Yes[] No[]
Willusof On INOW 311	

List all Drinking Water Systems (if any), which receive all their drinking water from your system:

Drinking Water System Name	Drinking Water System Number	
Town of Lasalle, ON	220004402	
Town of Tecumseh, ON	260004969	

Did you provide a copy of your annual report to all Drinking Water System owners that are connected to you and to whom you provide all drinking water? Yes [X]No[]

Indicate how you notified system users that your annual report is available and is free of charge.

[X] Public access/notice via the web
[X] Public access/notice via Government Office
[] Public access/notice via a newspaper
[X] Public access/notice via Public Request
[] Public access/notice via a Public Library
[] Public access/notice via other method

Drinking Water Systems Regulations

Drinking Water Systems Regulation O. Reg. 170/03



Description of the Drinking Water System

The City of Windsor Drinking Water System is owned by The Windsor Utilities Commission (WUC). It is maintained and operated by ENWIN Utilities Ltd. (ENWIN) as Operating Authority.

The City of Windsor Drinking Water System consists of the A.H. Weeks Water Treatment Plant (WTP), which is a Class IV water treatment subsystem and a Class III distribution system under Ontario Regulation 128/04 of the Safe Drinking Water Act, 2002. In addition, WUC operates the A.J. Brian Pumping Station, George Avenue Pumping Station, J.F. Cooke Reservoir, Pumping and Re-chlorination Station and one (1) water tower.

To treat the raw water, which is sourced from the Detroit River, the WTP employs screening, prechlorination (on an as needed basis), pH adjustment (utilizing CO2), disinfection (utilizing ozone), coagulation, flocculation, sedimentation, dual-media filtration with post chlorination, fluoridation (utilizing fluorosilicic acid) and corrosion control adjustment (utilizing phosphoric acid). The WTP pumps sedimentation sludge and backwash water to the sanitary sewer.

Treated water from the WTP is routed to an on-site reservoir and another reservoir located near the WTP. The treated water is then pumped into the distribution system from two (2) pumping stations, which are located near the WTP. Water from the pumping stations satisfies demand for the greater Windsor area including the Towns of Tecumseh and LaSalle. A reservoir, pumping and re-chlorination station located further from the WTP provides system pressure and flow to the southwest portion of the system, while a centrally located water tower provides pressure and flow control to the downtown core.

The drinking water system is monitored continuously at various locations, both at the WTP and pumping stations as well as throughout the distribution system via a Supervisory Control and Data Acquisition (SCADA) system.

List all water treatment chemicals used over this reporting period

Chlorine gas, Sodium Hypochlorite, Carbon Dioxide (CO2), Ozone (generated on-site using liquid oxygen), Calcium Thiosulfate (ozone quench agent), Polyaluminum Chloride (PaCl) (coagulant), Filter Aid Polymer, Phosphoric Acid (corrosion control agent) and Fluorosilisic Acid.

Were any significant expenses incurred to?

-		-				
Г	Y	1	Inetall	required	Adllinm	ant

[X] Repair required equipment

[X] Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred:



Drinking Water Systems Regulation O. Reg. 170/03

Capital Projects in the Distribution System,

WUC, with a capital expenditure of approximately \$38 million, in 2024 has:

- Installed 14.13 km of Watermain (<400 mm)
- Installed 2.52 km of Feedermain (>400 mm)
- Installed 1,037 New Water Services in the public Right the Way (ROW)
- Installed 304 New Valves in the public Right the Way (ROW)
- Installed 93 New Fire Hydrants in the public Right the Way (ROW)
- Removed 87 Old Fire Hydrants in the public Right the Way (ROW)
- Removed 449 Old Lead Water Services in the public Right the Way (ROW)

Capital Projects in the Treatment System encompasses:

West Settler Rehabilitation

This project consisted of the rehabilitation of the various components that are part of the west settler system including the lower sludge rack and flumes as well as re-coating of all coated surfaces in the settler. Stantec Consulting assisted with detailed design and contract administration for the rehabilitation work. Approximate cost for the project was \$950,000.

Chlorine Emergency Valve Closure System

This project was for the installation a new automatic isolation system for the gaseous chlorine storage cylinders used in the chlorine system for disinfection of drinking water. The system is composed of electric actuators connected to a series of controls panels. In the event of a chlorine leak, a gas detector located in the area signals all the electric actuators to close valves on the chlorine storage cylinders isolating the system. Dillon Consulting assisted with detailed design and equipment procurement assistance for the project. Approximate cost for the project was \$410.000.

Old Treatment Plant Demolition

This project was for the decommissioning and demolition of the Old Treatment Plant Facility located adjacent to the A.H. Weeks Water Treatment Plant (A.H. Weeks WTP). The facility will be demolished with the exception of the raw water intake and low lift pumping station located on the northwest side of the facility. Following demolition, the low lift pump station will be reconnected by a new pipeline to supply water to the A.H. Weeks WTP. The project is expected to take until Summer 2025 with an approximate cost of \$6.2 million.

Provide details on the notices submitted in accordance with subsection 18 (1) of the Safe Drinking Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre.

See Table 1 – Adverse Water Quality Incidents (AWQI's)

Table 1 – Adverse Water Quality Incidents (AWQI's)

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date	
2024-04-19	Total Coliform (TC) – Treated Water	TC = 1	CFU/100 mL	Flush and Re-sample at location, upstream and downstream for 2 consecutive days. Results of the re-sampling are free of bacterial content.	2024-04-19	
2024-10-14 Coagulant Improper disinfection of the water N/A		N/A	Restore coagulant feed. Improperly disinfected water flushed to waste. Developed sampling and monitoring plan.	2024-10-14		

Note: - CFU - Colony Forming Units

Please refer to the colour chart below when reviewing the data summarized herein:

Green Indicates results are in compliance

Yellow Concentration (MAC) or IMAC level.

Red Indicates results are not in compliance or not within the operational guideline

1.1 Microbiological testing

Microbiological testing done under the Schedule 10 of Regulation 170/03, during the period covered by this Annual Report.

	Number of Samples	Range of E.Coli Results (min#)-(max#) CFU/100 mL	Range of Total Coliform Results (min#)-(max#) CFU/100 mL	Number of HPC Samples	Range of HPC Results (min#)-(max#) CFU/1 mL Spread Plate
Raw	255	0 - 1200 ⁽¹⁾	14 - 12200 ⁽¹⁾	255	20 - 2500 ⁽¹⁾
Treated	1579	$0 - 0^{(2)}$	0 - 1 ⁽²⁾	1281	<10 - 310 ⁽³⁾
Distribution	1950	0 - 0 ⁽²⁾	0 - 0 ⁽²⁾	1021	<10 - >2000 ⁽³⁾

- (1) No standard available Results indicate the overall Raw Water Quality
- (2) Not Detectable Standard expressed as maximum
- (3) < 500 Internal Target as Best Management Practice

Note – CFU – Colony Forming Units, HPC – Heterotrophic Plate Counts

1.2 Operational Testing

Operational testing done under Schedule 7 of Regulation 170/03 during the period covered by this Annual Report.



	Number of Samples	Range of Results (min#)-(max#)	Average Results	Unit of Measure
Turbidity	365	0.03 - 0.09	0.04	NTU
Chlorine	365	1.47 - 1.65	1.53	mg/L

Parameter	MAC OR IMAC	Range of Results (min#)-(max#)	Average Results	Unit of Measure	In Compliance
Fluoride - Treated	1.5	0.44 - 0.87	0.57	mg/L	Yes
Fluoride - Distribution	1.5	0.44 -0.85	0.57	mg/L	Yes

1.3 Additional Testing Required

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument, during the period covered by this Annual Report.

Parameter	Date Sampled	Running Annual Average	Unit of Measure	In compliance
Bromate - Treated	1-Jan-24 to 31-Dec-24	0.006	mg/L	Yes
Bromate - AJ Brian Pumping Station	1-Jan-24 to 31-Dec-24	0.006	mg/L	Yes
Bromate - George Ave Pumping Station	1-Jan-24 to 31-Dec-24	0.006	mg/L	Yes
Bromate - JF Cook Pumping Station	1-Jan-24 to 31-Dec-24	0.007	mg/L	Yes

1.4 Inorganic Parameters

Summary of Inorganic parameters tested during the period covered by this Annual Report. or the most recent sample results.

Parameter	MAC OR IMAC	Sample Date	Result Value	Unit of Measure	In Compliance
Antimony	0.006	October 9, 2024	<0.0006	mg/L	Yes
Arsenic	0.01	October 9, 2024	0.0003	mg/L	Yes
Barium	1	October 9, 2024	0.0151	mg/L	Yes
Boron	5	October 9, 2024	0.014	mg/L	Yes
Cadmium	0.005	October 9, 2024	0.000003	mg/L	Yes
Chromium	0.05	October 9, 2024	<0.00008	mg/L	Yes
Lead ⁽⁴⁾	0.01	October 9, 2024	0.00001	mg/L	Yes
Mercury	0.001	October 9, 2024	<0.00001	mg/L	Yes
Selenium	0.05	October 9, 2024	0.00008	mg/L	Yes
Sodium	20	January 10, 2024	5.42	mg/L	Yes
Uranium	0.02	October 9, 2024	0.000047	mg/L	Yes
Fluoride	1.5	October 9, 2024	0.52	mg/L	Yes
Nitrite ⁽⁴⁾	1	October 9, 2024	<0.003	mg/L	Yes
Nitrate ⁽⁴⁾	10	October 9, 2024	0.202	mg/L	Yes

⁽⁴⁾ Lead, Nitrite, Nitrate results are from Maximum resolution in the Distribution system

Drinking Water Systems Regulations

Page 5 of 7



1.5 Organic Parameters

Summary of Organic parameters sampled during the period covered by this Annual Report or the most recent sample results.

Parameter	MAC OR IMAC	Sample Date	Result Value	Unit of Measure	In Compliance
Alachlor	0.005	October 9, 2024	<0.00002	mg/L	Yes
Atrazine + N-dealkylated metobolites	0.005	October 9, 2024	0.00001	mg/L	Yes
Azinphos-methyl	0.02	October 9, 2024	<0.00005	mg/L	Yes
Benzene	0.001	October 9, 2024	<0.00032	mg/L	Yes
Benzo(a)pyrene	0.00001	October 9, 2024	<0.000004	mg/L	Yes
Bromoxynil	0.005	October 9, 2024	<0.00033	mg/L	Yes
Carbaryl	0.09	October 9, 2024	<0.00005	mg/L	Yes
Carbofuran	0.09	October 9, 2024	<0.00001	mg/L	Yes
Carbon Tetrachloride	0.002	October 9, 2024	<0.00017	mg/L	Yes
Chlorpyrifos	0.09	October 9, 2024	<0.00002	mg/L	Yes
Diazinon	0.02	October 9, 2024	<0.00002	mg/L	Yes
Dicamba	0.12	October 9, 2024	<0.00020	mg/L	Yes
1,2-Dichlorobenzene	0.2	October 9, 2024	<0.00041	mg/L	Yes
1,4-Dichlorobenzene	0.005	October 9, 2024	<0.00036	mg/L	Yes
1,2-Dichloroethane	0.005	October 9, 2024	<0.00035	mg/L	Yes
1,1-Dichloroethylene (vinylidene chloride)	0.014	October 9, 2024	<0.00033	mg/L	Yes
Dichloromethane	0.05	October 9, 2024	<0.00035	mg/L	Yes
2,4-Dichlorophenol	0.9	October 9, 2024	<0.00015	mg/L	Yes
2,4-Dichlorophenoxy acetic acid (2,4-D)	0.1	October 9, 2024	<0.00019	mg/L	Yes
Diclofop-methyl	0.009	October 9, 2024	<0.00040	mg/L	Yes
Dimethoate	0.02	October 9, 2024	<0.00006	mg/L	Yes
Diquat	0.07	October 9, 2024	<0.001	mg/L	Yes
Diuron	0.15	October 9, 2024	<0.00003	mg/L	Yes
Glyphosate	0.28	October 9, 2024	<0.001	mg/L	Yes
Haloacetic Acids (HAA5) ⁽⁵⁾ (Max Resolution) (Note: show latest running annual average) Q4 = <0.0053 mg/L Q3 = <0.0053 mg/L Q2 = <0.0050 mg/L Q1 = <0.0050 mg/L	0.080	Running Annual Average =	<0.0053	mg/L	Yes

Drinking Water Systems Regulation O. Reg. 170/03

	MAC OR	Sample Date	Result Value	Unit of	In Compliance
	IMAC			Measure	
Malathion	0.19	October 9, 2024	<0.00002	mg/L	Yes
MCPA	0.1	October 9, 2024	<0.0000012	mg/L	Yes
Metolachlor	0.05	October 9, 2024	<0.00001	mg/L	Yes
Metribuzin	0.08	October 9, 2024	<0.00002	mg/L	Yes
Monochlorobenzene	0.08	October 9, 2024	<0.0003	mg/L	Yes
Paraquat	0.01	October 9, 2024	<0.001	mg/L	Yes
Pentachlorophenol	0.06	October 9, 2024	<0.00015	mg/L	Yes
Phorate	0.002	October 9, 2024	<0.00001	mg/L	Yes
Picloram	0.19	October 9, 2024	<0.001	mg/L	Yes
Polychlorinated Biphenyls (PCB)	0.003	October 9, 2024	<0.00004	mg/L	Yes
Prometryne	0.001	October 9, 2024	<0.00003	mg/L	Yes
Simazine	0.01	October 9, 2024	<0.00001	mg/L	Yes
THM's (Max. Resolution) ⁽⁵⁾ (Note: show latest running annual average) Q4 2024 = 0.00925 mg/L Q3 2024 = 0.010475 mg/L Q2 2024 = 0.010325 mg/L Q1 2024 = 0.0102375 mg/L	0.100	Running Annual Average =	0.0093	mg/L	0.00037
Terbofos	0.001	October 9, 2024	<0.00001	mg/L	Yes
Tetrachloroethylene	0.01	October 9, 2024	<0.00035	mg/l	Yes
2,3,4,6-Tetrachlorophenol	0.1	October 9, 2024	<0.00020	mg/L	Yes
Triallate	0.23	October 9, 2024	<0.00001	mg/L	Yes
Trichloroethylene	0.005	October 9, 2024	<0.00044	mg/L	Yes
2,4,6-Trichlorophenol	0.005	October 9, 2024	<0.00025	mg/L	Yes
Trifluralin	0.045	October 9, 2024	<0.00002	mg/L	Yes
Vinyl Chloride	0.001	October 9, 2024	<0.00017	mg/L	Yes

^{(5) –} THM's and HAA5 results are from Max resolution in the Distribution system

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

No Inorganic or Organic parameter(s) exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.



WINDSOR POLICE SERVICE BOARD

Message from the Chair



Drew Dilkens Windsor Police Service Board, Chair

As Chair of the Windsor Police Service Board, I have the pleasure of sharing the 2024 Annual Report with our community. The report showcases many of the innovative initiatives and programs undertaken by the sworn and civilian members of the Windsor Police Service.

During my time as Chair, I have seen repeatedly, the sacrifices made by our law enforcement officers who put their lives on the line each and every day in order to protect and serve people that they may never meet, and in doing so, they help to keep our neighbourhoods safe and improve the quality of life for ourselves and our families. It is a responsibility that the men and women of the Windsor Police Service do not take lightly. However, it is not just the responsibility of the WPS, it is a responsibility that we all have. True public safety requires a collaboration between law enforcement and the community.

To that end, the leadership of the Windsor Police Service has embarked on initiatives that have strengthened community partnerships throughout the city, addressing the challenges and issues associated with mental health, addictions, homelessness and intimate partner violence. We thank our partners at the City of Windsor, Windsor Regional Hospital, Hôtel-Dieu Grace Healthcare, Family Services Windsor-Essex and Hiatus House for their commitment to developing innovative solutions to these complex issues.

The members of the Windsor Police Service Board are committed to providing excellence in police oversight and governance under the umbrella of the new Community Safety and Policing Act and we remain dedicated to improving public safety, fostering public trust, and continuous improvement and innovation as we look forward to 2025.

As the city continues to see significant economic and population growth, both presenting unique opportunities and challenges, public safety remains top of mind, not only for the Police Service Board, but for all members of the Windsor Police Service.

To the members of the Windsor Police Service, both sworn and civilian, we are grateful for your professionalism and the honour and pride you display every day. Your knowledge, skill, dedication, and the passion with which you carry out your duties on behalf of the residents of this great city, are truly appreciated.

Meet the Board















Jo-Anne Gignac, Vice-Chair Sophia Chisholm Robert de Verteuil John Elliott Jim Morrison Michael Prue, Advisor

VISION, MISSION & CORE VALUES

OUR VISION

We are dedicated to excellence in service through the commitment of our people to teamwork, integrity, and our core values. Together, we work to be the safest community in Canada.

OUR MISSION

The Mission of the Windsor Police Service is to serve our community. Working together we prevent and investigate crime and provide support to those in need. We perform our duties with professionalism, accountability, and integrity to ensure the safety of all the members of our diverse community.

OUR CORE VALUES

Integrity

We are committed to fair, ethical, and respectful treatment of all persons within our organization and in our community.

Respect

We show respect and compassion, through deed and word, to every person.

Professionalism

We are dedicated to professionalism in appearance and conduct, and the continuing pursuit of excellence in all we do.

Accountability

We openly identify and address problems, and willingly accept responsibility for our actions.

Innovation

We are creative in developing effective policy and inventive practices; investing in our people and technologies to provide industry-leading service.

Teamwork

We all succeed by working together and in partnership with our diverse community.

Service

We are devoted to serving our community with honour, placing the needs of the community above those of our own.



MESSAGE FROM THE CHIEF OF POLICE

WPS - 2024 ANNUAL REPORT



On behalf of everyone at the Windsor Police Service, I am pleased to present our 2024 Annual Report. I invite you to read this comprehensive overview of our progress and achievements during the past year in reference to our 2023-2026 Strategic Plan. In 2024, Windsor Police responded to over 156,000 calls for service in Windsor and Amherstburg - an increase of 16% over the previous year. Faced with a growing population and an increase in service demands, our dedicated members continued to forge stronger relationships with our community by committing to putting others first.

The Windsor Police Service also continued to leverage technology, data-driven insights, and innovative practices to improve community safety. We worked more closely than ever with cross-sectoral partners to address escalating local health and human services challenges. Most recently, these partnerships were integral to a new initiative aimed at assisting victims of intimate partner violence.

I would like to thank our amazing community, the Windsor Police Service Board and the Windsor and Amherstburg municipal councils for your trust and support this past year. I also want to thank all the dedicated members of the Windsor Police Service for their hard work and unwavering commitment to keeping our community safe.

Working together, we will continue to make Windsor and Amherstburg safe places to live, work, and visit.

Jason Bellaire Chief of Police

The Leadership Team



Jason Crowley Deputy Chief,

Operational Support

Deputy Chief,

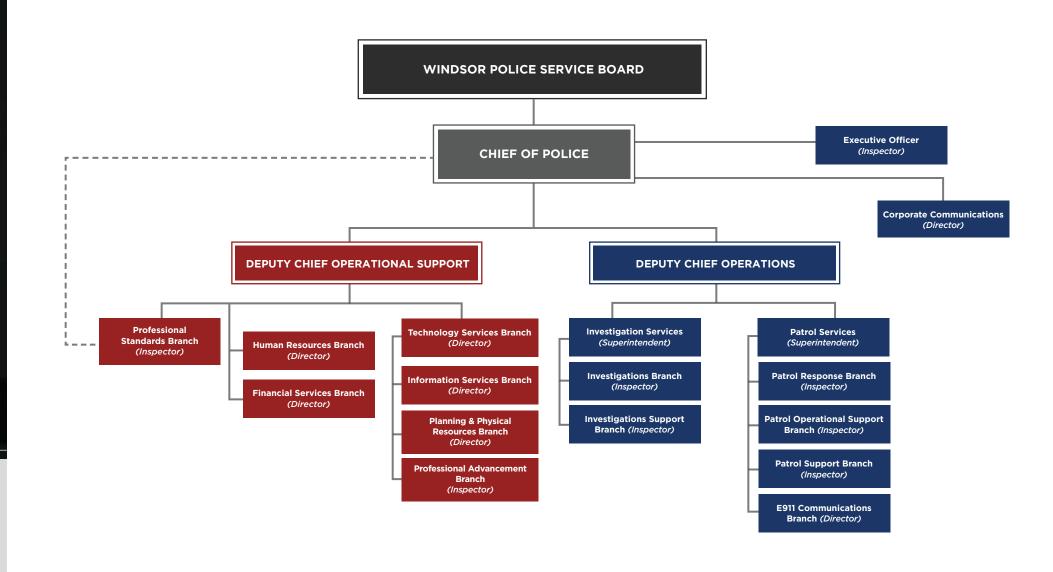
Paolo Di Carlo Jill Lawrence

Inspectors: Ken Cribley Jen Crosby Dave Deluca Marc Murphy Andrew Randall Chris Werstein Robert Wilson Scott Jeffery (Acting)

Directors:

Melissa Brindley Matt Caplin Bryce Chandler Gary Francoeur Dawn Hill Barry Horrobin

2024 ORGANIZATIONAL STRUCTURE



Consolidated City Council Agenda - Monday, April 14, 2025

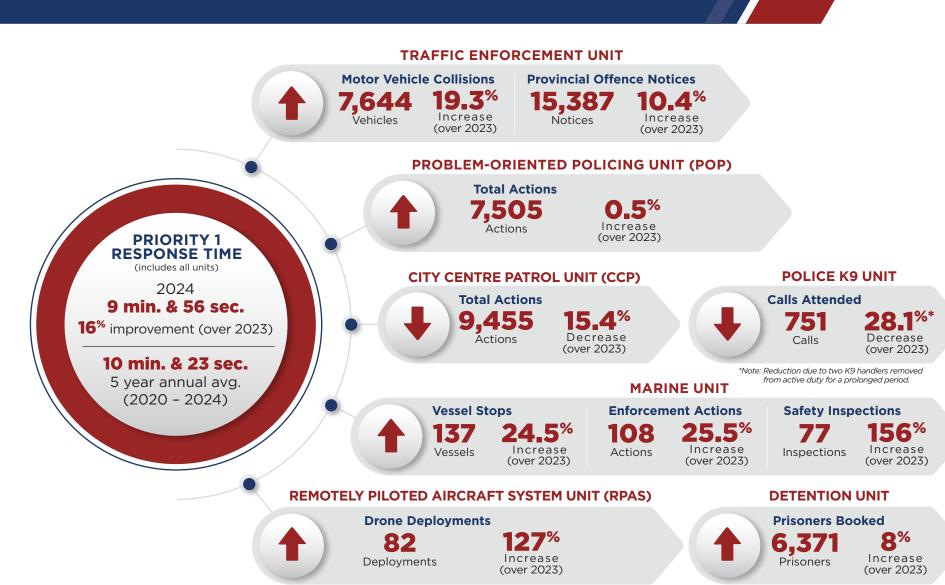
WINDSOR • ONTARIO • CANADA 5

WPS OVERVIEW

WPS - 2024 ANNUAL REPORT

The Windsor Police Service provides frontline response **AMHERSTBURG** and investigative services to the communities of Windsor ONTARIO, CANADA and Amherstburg. EST. 1796 258,000+ **330km** POLICING **CIVILIAN MEMBERS POLICING SWORN OFFICERS CADETS POPULATION LAND MASS** Authorized POLICE OUR FACILITIES Major F.A. Tilston **Windsor Police Headquarters Collision Reporting Centre Armoury & Police Training Centre** 2696 Jefferson Boulevard 150 Goyeau Street Windsor Windsor 4007 Sandwich Street Windsor **Amherstburg Detachment Sandwich Community Station** 532 Sandwich Street South 3312 Sandwich Street Amherstburg Windsor

PATROL SERVICES

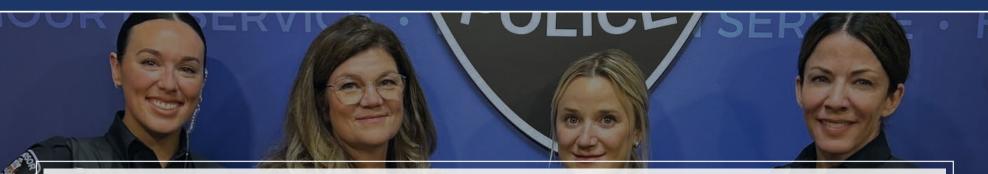


The 2024 crime statistics presented are derived from data extracted from the Records Management System, offering a "snapshot" in time. Due to factors such as incident reclassification or delayed reporting of incidents, these statistics are fluid and subject to modification.

enda - Monday, April 14. 2025 dates to the system may lead to revisions of statistics previously reported.

CRISIS OUTREACH AND SUPPORT





NURSE POLICE TEAM (NPT)

Pairs frontline officers with Windsor Regional Hospital nurses to respond to non-emergency, substance-related incidents.

2,363 CALLS **SERVICE**

PEOPLE DIVERTED FROM EMERGENCY **DEPARTMENT**

244 **APPREHENSIONS**

SUBSTANCE-RELATED WOUNDS TREATED

CRISIS RESPONSE TEAM (CRT)

Pairs frontline officers with mental health professionals from Hôtel-Dieu Grace Healthcare to support individuals in crisis.

CALLS ATTENDED

232 **APPREHENSIONS**

INTIMATE PARTNER VIOLENCE SPECIALIST RESPONSE*

Partnership with Windsor Regional Hospital, Hiatus House, and Family Services Windsor-Essex to provide immediate, real-time support to Intimate Partner Violence victims.

> CALLS **ATTENDED**

VICTIMS CONNECTED WITH ASSISTANCE

* The program launched in September 2024.

INVESTIGATIONS DIVISION

VIOLENCE LEADING TO DEATH	2023	2024
Homicide	3	2
Manslaughter	1	0
Violence causing death	Ο	1
Attempted murder	8	5

CRIMES AGAINST PERSONS:

3,218 **13.6**%

INCREASE (over 2023)

CRIMES AGAINST PROPERTY:

11,896 0 0.6%

DECREASE (over 2023)

YOUTH-RELATED CRIMES:

393

Q 44.5%

INCREASE (over 2023)

FIREARMS SEIZED:

683

Q 23.3%

INCREASE (over 2023)

CRIME GUNS:*

67

Q 35%

DECREASE (over 2023)

*CRIME GUN DEFINITION (according to Statistics Canada):

- A firearm (as defined under the Criminal Code) used or suspected to be used in the commission of a criminal offence, regardless of whether or not it was possessed legally;
- or a firearm that has an obliterated, altered or removed serial number.

This includes replicas, toys, 3D printed firearms, pellet, or BB guns/air guns but ONLY when they are used in a threatening, intimidating or criminal manner. This definition allows police to include weapons they believe should be included (threats, intimidation, violence), while excluding toys used in routine play. Police will determine whether a firearm should be classified as a crime gun as a result of the investigation.

genda - Monday, April 14, 2025

WPS AMHERSTBURG DETACHMENT



Since January 1, 2019, the Windsor Police Service has provided policing services for the Town of Amherstburg. Thirty officers are dedicated to the Amherstburg Detachment and are responsible for policing the town. Additional services are also provided via the Windsor Police Service's specialized units.

AMHERSTBURG POLICING ACTIVITIES

2024 ANNUAL REPOR

Calls for Service	2023	2024
Dispatch Generated Incidents	8,324	11,010
Self-Generated Walk-in Incidents	0	164
Reports	2,067	2,085
Arrests	152	196
Provincial Offences		
Traffic Offences	5,261	5,846
Part III Summons	183	119
Liquor Offences	3	8
Other Provincial Offences	57	57
Community Outreach Activities		
Community Service Calls	150	207
Persons in Crisis	154	173
COAST Follow-ups	558	518

Crime Statistics	2023	2024
Homicide/Attempted Murder	0	0
Robbery	2	0
Break and Enter	40	42
Theft Over \$5,000	6	14
Theft Under \$5,000	128	84
Possession of Stolen Property	12	10
Fraud	115	108
Mischief	72	73
Assaults	79	111
Drugs	8	2
Firearms	9	3
Arson	4	8
Impaired Operation	15	33
Federal Statutes	6	0
Other Criminal Code	53	78
Total Criminal Offences	549	566

WPS AUXILIARY

The Windsor Police Service depends on the selfless efforts of our Auxiliary Patrol volunteers to ensure public safety in Windsor and Amherstburg. From patrolling parks during hot summer days to assisting with special events, their work makes our community a safer place to live and visit.

Many of our community's largest gatherings - such as the Annual Ford Fireworks, Canada Day Parade, Detroit Free Press Marathon, Bright Lights and the Santa Claus Parade - would not be possible without our dedicated Auxiliary Patrol.





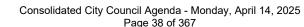












COMMUNICATIONS CENTRE

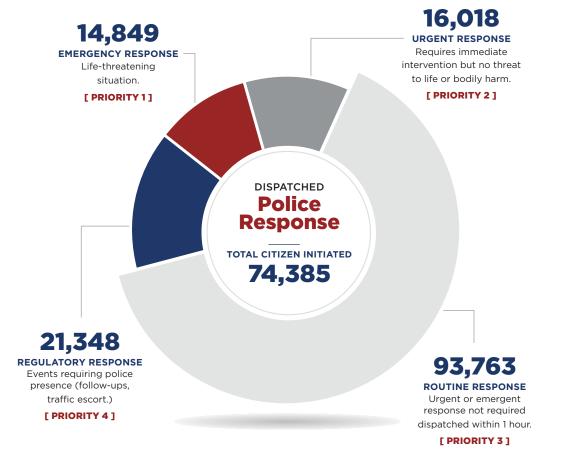
EMERGENCY 911 CENTRE

The Windsor Police Service Emergency 911 Centre is responsible for answering all 911 and non-emergency calls within Windsor and Amherstburg. Calls received for EMS or Fire are routed to the respective agencies when required



Emergency: 9-1-1 Non-emergency: 519-258-6111





ALTERNATIVE REPORTING OPTIONS

The Windsor Police Service's online reporting system and registries are great tools for the community to report crimes and information in a timely and efficient manner. Data collected is also used to track and assess crime trends for crime prevention.

ONLINE-REPORTING OPTIONS





DID YOU KNOW?

Many calls are handled through

an alternative method that does

not require the dispatching of a

Patrol Response unit. Calls may

provides information/referrals

as telephone reporting and

online reporting.

for an alternative response such

be handled by the call-taker who







5,078 Telephone reporting calls 1.6% DECREASE

(over 2023)















10,073 Online calls (Coplogic 5.6% INCREASE (over 2023)

COMMUNITY ENGAGEMENT

PROFESSIONALISM IN POLICING

In 2024, our Community Services team hosted and participated in a wide variety of events and programs to connect with the diverse populace of Windsor and Amherstburg, celebrate successes, and build awareness for safety issues.

COMMUNITY FUNCTIONS

RECRUITMENT EVENTS

— 2024 HIGHLIGHTS –

WINDSOR-ESSEX POLAR PLUNGE

Took part in the annual event that raised over \$70,000 for the Special Olympics.

VIP DAY

Welcomed hundreds of students to the training facility for dynamic presentations from Windsor Police units.

CAMP BROMBAL

Held a four-day camping trip for approximately 40 local students from our VIP Program.

DIVERCITY BBQ

Hosted a community barbecue at Mic Mac Park for over 3,000 people.

COMMUNITY PATROLS

Engaged with residents and businesses in neighbourhoods across Windsor.

COMMUNITY CARE FAIRS

Hosted events with community partners to provide onsite education and resources to residents of the Glengarry neighbourhood.











Letters of appreciation for 212 officers and 24 professional civilian members



Commendations/internal recognitions naming 60 officers and 14 professional civilian members



"The police get called but a lot of times don't get credit for their work. I just wanted to say thank you for being there and keeping us safe. Hoping you get home every day after your work to enjoy your families."

"On what was possibly the hardest day of my life the kindness shown by these people made a huge difference. To them it may be 'part of the job' but to me it was very special. Please pass my gratitude on to them."

2024 NEW COMPLAINTS RECEIVED

Public complaints

2024 DISPOSITION OF PUBLIC COMPLAINTS

Early Resolution Agreement Screened out Screened in

Dispositions reflect the complaints dealt with over the course of the year. May be disseminated from previous years.











COST OF POLICING

\$103,576,858

\$3,792,328

2024 BUDGET AT A GLANCE

Approved Net Budget

Net Deficit

Actual Revenues	
Grants	\$10,052,080
Permits, Fees, Charges	\$1,017,217
Recovery of Expenses	\$11,959,103
Other Miscellaneous Revenue	\$688,866
Total Actual Revenues	\$23,717,266
Actual Expenditures	
Minor Capital	\$3,177,578
Operating & Maintenance	\$3,179,175
Purchased Services	\$6,113,643
Salaries & Benefits	\$113,494,362
Transfers to Reserve Funds	\$3,755,062
Utilities, Insurance, Taxes	\$1,366,632
Total Actual Expenditures	\$131,086,452

GRANTS RECEIVED IN 2024

2024 CAPITAL PROJECTS (BUDGET)

Police Fleet Replacement/Refurbishment

Corporate Radio Infrastructure

Other Capital Projects

Total Capital Budget

Community Safety & Policing - Local	\$1,775,771
Community Safety & Policing - Provincial (SSNAPP)	\$601,825
Internet Child Exploitation	\$275,985
Victim Support Program	\$96,954
Provincial Auto Theft	\$340,380
Bail Compliance and Warrant Apprehension	\$627,975
Reduce Impaired Driving Enforcement	\$89,817
Ontario's Strategy to End Human Trafficking	\$17,400
Youth in Policing Initiative	\$15,878
Total Grants Received	\$3,841,985
Court Security & Prisoner Transportation Program	\$6,210,095
Total Grants & Uploads	\$10,052,080

TOTAL ACTUAL **REVENUES** \$23,717,266



TOTAL **GRANTS & UPLOADS \$10,052,080**

\$3.668.000

\$2,200,000

\$1.150.000

\$7,018,000

STRATEGIC PLAN: Overview

2023-2026 WPS STRATEGIC PLAN: AN ANNUAL REPORT ON OUR PROGRESS

Ontario regulations require every Police Service Board to prepare and adopt a Strategic Plan for the provision of policing for the communities for which it is responsible. This plan must lay out the objectives, priorities, and core functions of the police service. This Plan identifies how the Windsor Police Service will continue to provide effective policing in accordance with the needs of the diverse communities we serve in Windsor and Amherstburg. The Plan outlines a path forward to ensure continuous improvement in service delivery and responsiveness to changes in the policing environment. It also serves as a guide for the members of the Windsor Police Service who work diligently towards achieving the identified organizational goals.



The Windsor Police Service is vision-inspired, mission-focused and values-driven.

At the start of 2023 after extensive internal and community consultations, the WPS Board approved a new WPS Strategic Plan for the 2023 to 2026 planning cycle.

The priorities and organizational goals detailed in the 2023-2026 Strategic Plan are intended to guide every member of the Windsor Police Service as we work in service of our community. Each of the nine goals identified in the Plan seeks to achieve a desired outcome directly related to the achievement of the overall mission of the Windsor Police Service. Resources and efforts are focused on achieving the outcomes being sought from each goal. Performance indicators gauge our progress as we work to achieve our vision for community safety. The top priorities identified in our Plan directly align with and enable our Vision, Mission and Values: We are driven by our values and our principles. Our people are inspired by our vision for the future. We are focused on performance as we work to achieve our mission.

The following section details the progress made in the 2024 Annual Report period toward the Strategic Plan's goals and objectives in this, the second year of the 2023-2026 WPS Strategic Plan.

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STRATEGIC PLAN PROGRESS



Strategic Priority: Our Principles

GOAL 1.1 GOAL 1.2 GOAL 1.3

Promote Community Trust and Support Strive for Equity, Diversity and Inclusion Pursue Community Partnerships in Delivery of Policing Service and Regional Collaboration

Desired Outcome:

To increase trust and satisfaction levels as experienced and reported by community stakeholders.

To ensure that the policing services we provide are delivered in a fair and inclusive manner and are, to the maximum extent possible, free from prejudice and bias. To improve community safety and maximize the effectiveness of service delivery for the WPS and the agencies and communities with whom we partner.

Actions Taken & Goal Progress:

- Introduced an online reporting tool for hate crimes, making it easier for victims to report incidents safely and confidentially. This initiative strengthens public trust by demonstrating our commitment to addressing hatemotivated incidents.
- Launched advanced Downtown Core and Strengthen
 the Core Analytics to enhance community safety and
 address the perception of safety in the downtown area.
 By leveraging actionable data, we improved resource
 allocation, fostering trust and collaboration with local
 businesses, residents, and stakeholders to create a more
 secure environment for all.
- Collaborated with the Downtown Windsor Community Collaborative (DWCC) and Windsor Business Improvement Associations (BIAs) on a variety of educational and engagement events for residents.
- Continued community outreach and youth engagement through Camp Brombal, Coffee with a Cop and Stuff-a-Cruiser events, and partnerships with Safety Village, local schools and other groups.

- Completed EDI training mandated by the EDI Strategic Plan. The training is vital to cultivate a culture of inclusivity and understanding and equip members with the necessary knowledge and skills to navigate and contribute to a diverse workplace.
- Introduced provision of trauma-informed and EDI-informed training to the Windsor Police Peer Support Team.
- Continued counsel from the EDI Advisory Committee on ongoing EDI initiatives. The committee plays a pivotal role in shaping workplace policies and decisions related to equity, diversity and inclusion.
- Implementation of **Directive review and reform** to clarify procedures, eliminate ambiguities, and reduce risk when working with diverse members of the public.

- Continued the integration of FireCAD with Windsor Fire and Rescue Services, representing a significant step toward operational efficiency and alignment with the Next Generation 911 (NG911) standard. This integration will enable real-time data sharing and coordination, improving resource utilization and creating a more interconnected emergency response system.
- Participated in a collaborative committee with other Canadian police agencies to review the potential applications of artificial intelligence in modern policing. This effort allows WPS to stay informed on emerging technologies and contribute to discussions shaping the future of AI in law enforcement.
- Extended strategic partnerships with Windsor Regional Hospital, Hôtel-Dieu Grace Healthcare and others to continue to help vulnerable people with mental health and substance use disorders.
- Played a leading role in the development of a comprehensive toolkit for carrying out neighbourhood safety and security walks. This involved completion of a detailed guidebook, along with instructional dissemination at a community workshop, which now equips each community with the capability to conduct these safety walks.

STRATEGIC PLAN PROGRESS

Strategic Priority: Our People

GOAL 2.1

Recruiting and Staffing for an Effective and Diverse Workforce

Skilled, Prepared, Ready: Trained & Equipped to Meet Tomorrow's Needs Member Wellness through Equity, Inclusion and Engagement

GOAL 2.3

Desired Outcome:

GOAL 2.2

Our organization is effectively staffed and comprised of employees who are reflective of the community we serve. Our members bring the breadth of knowledge, experience and perspective needed to be responsive to the diverse needs of all citizens.

Our organization and its members have the skills, training, and equipment needed to respond to the evolving policing needs of our community, including the shared demands of protecting international infrastructure within our borders. Through continuing investments in training excellence, equipment, and enhancing our emergency management capabilities, we are prepared to effectively mitigate all threats and challenges that may impact our community.

Our organization is a progressive, fair, and inclusive workplace that is responsive to the needs of our employees. Our members trust that they will be treated with respect, integrity and compassion, and that their employer values and supports them. We will work together to mitigate the physical and mental demands of our members' work. We communicate openly with our employees, and they are engaged and committed to shared organizational goals and values.

Actions Taken & Goal Progress:

- Increased the volunteer auxiliary police complement to over 125 members to assist with park patrols, community events, and other duties.
- Gathered information from individuals who attended recruitment sessions to identify important trends regarding interested potential candidates.
- Launched a robust recruitment campaign after Windsor Police's authorized strength was increased by 12 officers.
 The initiative enabled the organization to meet the increased strength of sworn members while maintaining a complement of between 15-20 cadet trainees.
- Leveraged data collected from recruitment sessions to better engage in targeted recruitment efforts.

Actions taken & Goal Progress:

- Launched WPS's first-ever Public Order Unit (POU).
 The POU has been actively deployed throughout the year for crowd management duties at large gatherings.
 From managing the visit of a former Prime Minister at the Caboto Club to overseeing the Ford Fireworks festival and various protests, the unit had an impactful inaugural year.
- Deployed advanced in-car camera systems, enhancing officer accountability and transparency while providing high-quality evidence for investigations. This technology equips our officers with tools that meet the demands of today's policing environment.
- Started to transition fleet vehicles from a strictly fossil fuel-based inventory to one that will now utilize electric vehicles. Electric Vehicle (EV) charging stations were installed at our HQ, Jefferson, and Tilston Training Centre locations and new electric vehicles were procured and integrated into the fleet.
- Completed an initial version of a new provincially mandated comprehensive asset management plan. This document includes a highly detailed inventory of all the organization's physical assets, from buildings and lands, to vehicles, large pieces of specialty operational equipment, and information technology components.

- Conducted the WPS 2024 Employee Consultation Survey in collaboration with the Windsor Police Association and delivered year-over-year analysis on the 2020-2023 results.
- Continued with the implementation of Early Intervention Software (EIPro) as well as the initiation of data collection and review to identify potential gaps in service delivery. The software will help to identify members involved in potentially traumatic calls for service.
- Formalization of the reintegration process for all members through the implementation of the Reintegration Directive.
- Delivered various initiatives to enhance member wellness, including canine therapy dog visits; complimentary massage services; complimentary weekly yoga classes; resiliency and stress management training seminars; financial wellness seminars; and Internal Wellness Committee meetings to review and enhance member wellness.

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STRATEGIC PLAN PROGRESS



Strategic Priority: Our Performance

GOAL 3.2 GOAL 3.1 GOAL 3.3

Provide Responsive and **Effective Service Delivery**

Enhance Community Safety and Reduce Victimization and Loss

Pursue Continuous Improvement and Innovation

The WPS effectively responds to the needs and expectations of the citizens we serve; as those needs and expectations change, our organization changes and adapts service delivery as required. We will reduce the impact of our operations on our climate and be prepared to effectively respond to more frequent and severe climate change related weather events.

By focusing on core police functions and responsibilities, the WPS maximizes actual and perceived public safety by preventing and reducing crime, apprehending criminals and making our roads and public spaces safer for all citizens; timely and effective support is provided to minimize the impact on those who have been victimized or suffered loss.

Desired Outcome:

The WPS leverages technology and information systems to inform decision making and optimize resource allocations and measure the impact of changes; new service delivery models are explored to adapt to changing environments.

Actions Taken & Goal Progress:

- Collaborated with the City of Windsor on the launch of the **Strengthen the Core Initiative.** This initiative aims to create a vibrant and secure downtown, attract new businesses, and support residents and visitors. Officers are focused on increasing their visibility in the downtown core and responding to crime and social disorder to ensure a safer environment for all.
- Utilized the WPS Police Liaison Team (PLT) to manage protests and demonstrations. Frequently called upon to engage with protest organizers, the PLT has consistently demonstrated their dedication to fostering effective communication and maintaining public safety.
- Partnered with the LaSalle Police Service to launch the Offender Management Unit. The new team **monitors** high-risk offenders placed under house arrest, curfew, or electronic monitoring - and ensures that those who breach their judicial release orders are held criminally accountable.
- · Integrated and digitalized processes with the Provincial Offences Court (POA Court). This initiative will streamline administrative workflows, reduce unnecessary delays, and enhance accessibility of justice for all citizens.

- Collaborated with Windsor Regional Hospital, Hiatus House, and Family Services Windsor-Essex on a **new initiative** that provides immediate, real-time support to victims of **Intimate Partner Violence**. Through this partnership, victims are connected to an Intimate Partner Violence specialist on-site immediately following an incident. The Intimate Partner Violence specialist provides in-person trauma support, safety planning, and ongoing care to address the psychological and emotional needs of these victims.
- Partnered with Family Services Windsor-Essex (FSWE) on an initiative aimed at reducing incidents of Intimate **Partner Violence**. As part of this partnership, officers identify individuals who have been victims of non-physical abusive behaviour and connect them with FSWE. In turn, FSWE follows up to assess victims' unique needs and connects them with appropriate support services, including counseling, safety planning, and other resources designed to prevent escalation and promote healthy, safe relationships.
- Carried out several Crime Prevention Through Environmental Design (CPTED) assessments of local businesses, places of worship, and non-profit and government properties that had been victims of crime. These assessments offered practical ideas and solutions to prevent recurrences of the unlawful activity that was experienced by these organizations.
- Played a key role in the creation of a comprehensive "Retail Crime Prevention Toolkit" document that was publicly released for all communities throughout Ontario. This crime prevention tool is customized to assist the retail businesses in strengthening their resistance to crime and preventing victimization.

- Implemented a cutting-edge Bail Compliance Analytics **system** to ensure compliance with court-imposed conditions. This innovation improves public safety by proactively identifying risks and enabling targeted interventions.
- Modernized its communication systems by **implementing** an advanced IP Phone/PBX solution, significantly enhancing internal communication and operational efficiency. This upgrade ensures seamless, reliable connectivity across the organization, enabling staff to perform their duties more effectively and improving overall service delivery to the community.
- Formally started a multi-pronged process to modernize many aspects of the operation and management of the WPS Fleet. This includes a new fleet management software and inventory management system, more efficient ways to service vehicles and equipment, more cost effective fueling options, and expanded use of nontraditionally fueled vehicles.
- Continued efforts to support the transition and operational readiness of WPS's existing 911 services to "Next Generation 9-1-1" technology.

FIVE-YEAR SUMMARY

	2020	2021	2022	2023	2024
Motor Vehicle Accidents (MVA)	4,454	4,374	4,358	6,406	7,644
MVA - Non-Reportable	317	224	95	151	162
MVA - Injury	1,025	1,015	887	784	665
MVA - Fatal	5	6	8	10	10
Provincial Offence Notices Issued	19,524	16,502	12,959	13,933	15,387
Traffic Unit	11,226	7,173	7,533	10,352	8,545
Suspended Drivers	329	623	110	423	335
Prohibited Drivers	68	43	84	59	201
Bus Watch Letters Sent	18	3	5	16	7
Road Watch Letters Sent	8	23	5	3	1
RIDE Statistics					
Vehicles Stopped	4,847	8,433	4,741	7,087	3,458
Suspensions Issued	13	12	8	10	1
Impaired/80 mg or more	10	7	3	5	2
Other Criminal Charges	10	8	7	10	1
Roadside Tests	10	8	118	118	21
Liquor Licence and Control Act (LLCA)	1	8	3	2	0
Workload					
Calls for Service	116,217	124,114	121,665	149,232	156,654

	2020	2021	2022	2023	2024
Crimes Against Persons	3,116	3,042	3,215	3,734	3,218
Crimes Against Property	10,824	11,600	11,938	13,201	11,895
Total Other Criminal Code Violations	2,605	2,757	2,137	2,498	1,750
Total Criminal Code	16,545	17,399	17,290	19,433	16,863
Youth Crime Related Stats					
Young Persons Committing Violent Crime	146	115	156	166	266
Young Persons Committing Property Crime	76	43	62	72	80
Young Persons Committing Other Crime	52	49	34	33	47
Young Persons Committing Drug Crime	15	16	2	1	0
Youths in all Offence Categories	289	223	254	322	393
Complement					
Police Officers (Sworn)	501	501	501	501	512
Civilians	150	153	154	162	175
Cadets	14*	19*	30*	21*	33*

*Indicates the number of new cadets hired in the year. Authorized complement is 5.

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2024 NOTABLE EVENTS & HIGHLIGHTS

2024 NOTABLE EVENTS & HIGHLIGHTS



OFFENDER MANAGEMENT UNIT

In March 2024, the Windsor and Lasalle Police Services launched the Offender Management Unit, a dedicated joint bail compliance program comprising officers from both organizations as well as a civilian crime analyst.

This new team monitors high-risk offenders placed under house arrest, curfew, or electronic monitoring – and ensures that those who breach their judicial release orders are held criminally accountable. The individuals supervised have been linked to serious crimes such as attempted murder, sexual assault, drug trafficking, and intimate partner violence.

The Offender Management Unit is supported through a \$2,276,437 grant from the Government of Ontario. The funding is part of the provincial government's \$112 million investment to strengthen Ontario's bail system and ensure high-risk and repeat violent offenders comply with their bail conditions.



CRISIS RESPONSE TEAM

Windsor Police and Hôtel-Dieu Grace Healthcare announced the launch of the Crisis Response Team (CRT) in May 2024.

The CRT program pairs frontline police officers with trained social workers from the hospital. These teams offer expert support to de-escalate crisis situations, ensuring compassionate and effective responses to people in need.

In the first six months of the initiative, the CRT handled over 1,780 calls for service to support individuals in crisis as well as conduct wellness checks, locate high-risk missing people, and help those who have overdosed on drugs.



7 SUSPECTS ARRESTED FOR MURDER

The Windsor Police arrested seven people in connection with the murder of a missing 27-year-old man.

In May 2024, police received a missing person's report for Dalton Bartnik, who had last been seen in Windsor two months prior. Through a comprehensive investigation, the Windsor Police Major Crimes Unit concluded that Bartnik had been murdered on April 1.

With assistance from the Windsor Police Emergency Services Unit, investigators arrested six suspects in July 2024. Additional evidence led to the arrest of a seventh suspect four months later.



INTIMATE PARTNER VIOLENCE EARLY INTERVENTION AND PREVENTION PROGRAM

In June 2024, Windsor Police and Family Services Windsor-Essex (FSWE) launched a partnership that aims to reduce incidents of Intimate Partner Violence.

The Intimate Partner Violence Early Intervention and Prevention Program seeks to recognize early warning signs of Intimate Partner Violence and proactively respond to prevent future harm. Through this initiative, officers identify individuals who have been victims of non-physical abusive behaviour and then connect them with FSWE representatives, who provide the necessary support to reduce potential escalation of violence.

In September, the program was expanded to include a pilot project that connects victims of Intimate Partner Violence with a specialist on-site immediately following an incident. This immediate intervention is pivotal in guiding



ONTARIO POLICE MEDAL FOR BRAVERY IN POLICING

In June 2024, Windsor Police Sergeant Matt Capel-Cure was awarded the Ontario Medal for Police Bravery. The medal is awarded annually to officers across the province for acts of extraordinary courage and bravery.

The previous summer, Sgt. Capel-Cure was first-on-scene at a vehicle collision where a motorist had crashed into a residence and struck a gas line. The home and vehicle were engulfed in flames, and the driver lay nearby with severe burns. Despite the raging fire, Sgt. Capel-Cure immediately approached the injured party and helped move him to a place of safety.

Sgt. Capel-Cure also received the Windsor Police Award of Valour for his brave actions that day.



GLENGARRY INITIATIVE

In August 2024, Windsor Police and community partners launched a high-visibility initiative to enhance public safety and quality of life in the Glengarry neighbourhood. This initiative stationed more police officers and health and human services professionals in the 300 and 400 blocks of Glengarry Avenue – an area that has faced consistent challenges due to crime and social disorder.

As a result of these combined efforts, the neighbourhood saw significant year-over-year reductions in crimes against people, property crimes, and drug-related crimes. Over the first three months of the initiative, officers arrested 94 individuals in the area.

Police and partners also hosted several events to build meaningful connections with residents and offer medical treatments, mental health support, harm reduction kits, and other essential services and resources.

Victims toward safety and recovery.

Consolidated City Council Agenda - Monday, April 14, 2025

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WINDSOR * ONTARIO * CANADA 23

YOUR TRUE CALLING

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call to serve. A need to contribute

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Joining the Windsor Police

Service isn't just a new career;

it's a whole new, deeply

rewarding way of life.

Follow Your True Calling at:

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#JoinWPS

WINDSOR POLPO Clatect City Construction of the Construction of the

JOIN



Additional Information: Al 7/2025

Subject: Al Memo re: SSNAPP letter from WECHU

Reference:

Date to Council: April 14, 2025

Author: Stephen Lynn

Manager, Social Policy & Planning

519-255-5200 ext 5270 slynn@citywindsor.ca

Employment and Social Services

Report Date: 3/28/2025

Clerk's File #:

To: Mayor and Members of City Council

Additional Information:

Recommendation:

THAT the report of the Manager of Social Policy and Planning dated March 28, 2025, regarding Correspondence from the Windsor Essex County Health Unit dated February 6, 2025, regarding the Substance Supports in Neighbourhoods Accessed through Police Partnerships initiative submitted for information **BE NOTED AND FILED.**

City and County Council approved the first Regional Windsor Essex Community Safety & Well-Being Plan (RCSWB) in 2021. While the province legislated that all municipalities develop a plan, it did not provide direct funding for implementation. As a result, Council directed Administration to pursue funding opportunities from senior levels of government throughout the plan's duration.

In the first year, the Administration successfully submitted several grants, including the Community Safety & Policing Grant (CSP) co-written with the Windsor Police Service (WPS) and the Windsor Essex County Health Unit (WECHU) under the Provincial Priorities Stream – Mental Health and Addictions. WPS assumed the role of grant recipient for the Community Safety & Policing Grant, with \$1,487,667.84 to the project from 2022 – 2025.

This funding aligned with and built upon the Windsor Essex Community Opioid and Substances Strategy (WECOSS) and the RCSWB priority area, Mental Health and Substance Use Supports, specifically:

Goal #5: Increase frequency of preventative care and early interventions to reduce overall service need and crisis intervention;

Goal #6: Safe and effective emergency response to those in a crisis.

This initiative, Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP), strengthened collaboration amongst partner organizations and led to the successful completion of several RCSWB deliverables under the aforementioned goals.

On March 31, 2025, the SSNAPP initiative formally ended. However, the province released a one-year CSP grant with a deadline of May 2025. Administration is liaising with its policing partners to determine whether there are opportunities to extend SSNAPP or build on its success by expanding and enhancing the work, as outlined in the WECHU letter dated February 6, 2025.

Approvals:

Name	Title
Stephen Lynn	Manager, Social Policy & Planning
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

Appendices:

N/A

519-258-2146 | wechu.org







1005 Ouellette Avenue, Windsor, ON N9A 4J8 | 33 Princess Street, Leamington, ON N8H 5C5

February 6, 2025

Substance Supports in Neighbourhoods Accessed through Police Partnerships Ministry of the Solicitor General 25 Grosvenor Street Toronto, Ontario M7A 1Y6

To Whom It May Concern,

On behalf of the Windsor-Essex County Board of Health, I would like to thank the Ministry of the Solicitor General for the funding and support provided through the Community Safety and Policing Grant over the last three years. This grant has allowed the Windsor-Essex County Health Unit (WECHU) to work collaboratively with the Windsor Police Service and the City of Windsor on the Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) initiative. Together, we have been able to make progress in addressing the ongoing opioid crisis and improving community safety and well-being in Windsor.

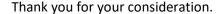
Since April 2022, the SSNAPP initiative has enhanced support for mental health and substance use crises. Neighbourhood Safety Plans were developed for four high-priority postal codes (N9A, N8W, N8X, N8Y) with input from residents, businesses, and service providers. By January 2025, over 900 plans were distributed, and they were downloaded over 1,000 times. To date, nearly 73% of survey respondents feel confident about when to call emergency and non-emergency services due to these plans.

The SSNAPP initiative delivered 23 training workshops, equipping 764 local service providers with de-escalation and support skills for addiction and trauma. It also facilitated 11 community events, including overdose prevention sessions, and safety events with nearly 500 attendees. Amongst those who attended approximately 80% of surveyed participants reported a better understanding of community support and services.

Finally, the initiative supported the Windsor Police Service's Nurse and Police Team, which responded to 2,432 calls from January 2024 to January 2025. This led to 524 referrals to substance use/mental health and social service providers, and 771 people diverted from the emergency department.

Although funding for the SSNAPP initiative ends on March 31, 2025, there are opportunities to build on its successes. With additional support, the initiative could expand Neighbourhood Safety Plans to other high-priority areas, sustain the Nurse and Police Team, and offer more tailored workshops for service providers.

On behalf of the Board of Health, I respectfully request your continued support to extend funding for the SSNAPP initiative. This support will sustain and expand these critical services, further strengthening community safety and well-being in Windsor and Essex County.



Sincerely,

Joe Bachetti, Chair

JeBuskotts"

Windsor-Essex County Board of Health

Cc:

City of Windsor Clerks; clerks@citywindsor.ca

Windsor Police Chief Jason Bellaire; <u>jbellaire@windsorpolice.ca</u>
Windsor-Tecumseh MPP, Andrew Dowie; <u>Andrew.dowie@pc.ola.org</u>

Windsor West MPP, Lisa Gretzky; lgretzky-co@ndp.on.ca
Essex MPP, Anthony Leardi; Anthony.leardi@pc.ola.org

Chatham-Kent-Leamington MPP, Trevor Jones; trevor.jones@pc.ola.org Windsor-Tecumseh MP, Irek Kusmierczyk; trevor.jones@pc.ola.org Windsor-Tecumseh MP, Irek Kusmierczyk; trevor.jones@pc.ola.org

Windsor West MP, Brian Masse; brian.masse@parl.gc.ca

Essex MP, Chris Lewis; chris.lewis@parl.gc.ca



PLANNING AND DEVELOPMENT SERVICES

Memo

т	City
To:	CILV

City Clerk

From:

City Planner/Executive Director

Date:

March 7, 2025

Subject:

TRANSMITTAL OF NEW FILE

Our File Number: Z-005/25 [ZNG/7284] & OPA 195 [OPA/7285]

RE:

Application For: (X) Zoning Amendment

(X) Official Plan Amendment

() Part Lot Control

() Draft Plan of Subdivision/Condominium

Applicant:

1000621124 ONTARIO INC.

Location:

0 WELLINGTON AVE. & 673 WELLINGTON AVE.

Description:

The applicant intends to convert the existing vacant industrial building to a retail store and paved outdoor storage yard to a 42 space parking area requiring the following *Planning Act* applications:

Application to amend the City of Windsor Official Plan adding a Special Policy Area to the subject lands to allow a retail store as an additional permitted ancillary use under the Industrial land use designation.

Application to amend Zoning By-law 8600 adding a site-specific provision to the subject lands to allow a retail store (grocery store) as an additional permitted main use under the MD1.2 zoning with additional regulations to reduce the number of required parking spaces for a retail store and minimum parking area separation from Wellington Avenue and the west interior lot line, and nullify the maximum gross floor area provision for a retail store under the MD1.2 zoning, prohibition against parking within a required front yard and provision requiring the west limit of the parking area to be bound by a poured in place concrete curb.

The OFFICIAL PLAN AMENDMENT and ZONING BY-LAW AMENDMENT applications submitted on FEBRUARY 20, 2025 by 1000621124 ONTARIO INC. for 0 WELLINGTON AVE. & 673 WELLINGTON AVE. have been deemed complete on MARCH 3, 2025.

Enclosures:

(X) 1 copy of Application Form

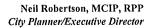
() 1 copy of Drawings

() 1 copy of Site Plan

Neil Robertson, MCIP, RPP

City Planner/Executive Director

NR/nm





March 7, 2025

Oakview Land Use Planning c/o Robert Brown 6 Royal Cres, PO Box 188 Pain Court, ON NOP 1Z0

Dear Agent,

Re: ZONING BY-LAW AMENDMENT & OFFICIAL PLAN AMENDMENT APPLICATION

APPLICANT: 1000621124 ONTARIO INC.

LOCATION: 0 WELLINGTON AVE. & 673 WELLINGTON AVE. FILE NO.: Z-005/25 [ZNG/7284] & OPA 195 [OPA/7285]

I acknowledge receipt of a Zoning By-law Amendment & Official Plan Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on February 20, 2025 was deemed COMPLETE on March 3, 2025. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at bnagata@citywindsor.ca, if you have any questions.

Sincerely,

Brian Nagata

Planner II - Development Review

BN/nm



Office of the Commissioner of Economic Development & Innovation Planning & Development Services

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment.

 The final studies for Stage 2 must be included with this application and the proposal must remain unchanged...
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.
- Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services Suite 210 350 City Hall Square West Windsor ON N9A 6S1

Telephone: 519-255-6543 Fax: 519-255-6544

Email: planningdept@citywindsor.ca Web Site: www.citywindsor.ca

1. PLANNING CONSULTATION – Completion of Stage 2 Planning Consultation (Stage 2 Application) must be completed before this application can be submitted. Has the Planning Consultation Stage 2 Application been completed? ΝО □ YES 🔳 File Number: PC-_ Staff Use Only Date of Consultation Signature of Staff Planner Frank Garardo ☐ Jim Abbs ☐ Tracy Tang Brian Nagata Justina Nwaesei Simona Simion Laura Strahl ☐ Adam Szymczak REQUIRED SUPPORTING INFORMATION as Identified in the Planning **Consultation Stage 2 Process:** For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are 'flattened' and contain no layers. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review. If you are submitting a companion application submit only one set of documents. □ Deed or ☐ Corporation Profile Sketch of Subject Offer to Purchase Report Land ☐ Built Heritage Environmental Environmental ☐ Archaeological Site Assessment **Evaluation Report** Assessment - Stage 1 Impact Study ☐ Geotechnical Study ☐ Guideline Plan ☐ Lighting Study ☐ Floor Plan and Elevations ☐ Planning Rationale ☐ Market Impact ☐ Noise Study Assessment Report ☐ Storm Sewer Study Record of Site Condition Sanitary Sewer Study Species at Risk Screening (see Schedule E) Transportation ☐ Topographic ☐ Transportation ☐ Storm Water Impact Study **Retention Scheme** Plan of Survey Impact Statement ☐ Vibration Study ☐ Tree Preservation ☐ Tree Survey Study Urban Design Study

Other Required Information:

Study

□ Wetland Evaluation

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant				
Name:	1000621124 Ontario Inc.	Contact:	Mike Abu & Mo	hammad Howidi
Address:	673 Wellington Ave		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	ntact Person
	Windoor ON			N9A 5J5
Address:	Willusor, ON			
Phone:				
Email:	mike.londonqualitymeat@gmall.com / mhowidi@hotm	all,com		
Registered	Owner Same as Applicant			
Name:		Contact:	Name of Co	ontact Person
Address:			Name of Co.	THE CONTRACT COST
Address:		· DOMESTIC -	Postal Code	
Phone:				
Email:				
Agent Aut	horized by the Owner to File the Application Oakview Land Use Planning		complete Section A	
Address:	6 Royal Cres/PO Box 188		Name of Co	ontact Person
Address:	Pain Court, ON		Postal Code	NOP 1Z0
Phone:	519-809-4539	Fax:		
Email:	rbrown@oakviewlup.ca			
4. CON	IPANION APPLICATIONS			
Are you subr	mitting a companion Zoning Amendment application	n?	NO 🗌 Y	ES 🔳
•	mitting a companion Plan of Subdivision/Condomin			ES 🗌
Please note	that if a development proposal requires site plan apndment has been considered by City Council and the	pproval, tha	t application can only eriod has concluded.	be submitted after t

Page 3 of 11

5. SUB	JECT LAND IN	IFORMATION		
Municipal Address	673 Wellingto	n Ave		
Legal Description	Lots 43 to 53	/ RP 68		
Assessment Roll Number	3739 040 230	00700		
Frontage (m)	109.73m	Depth (m) 36.88m	Area (sq n	_{n)} _4,047 sq. m
Current Office	ial Plan Designation	Industrial		
What land us	ses are permitted by	the Official Plan Designation?	ndustrial uses	
		-		
		OFFICIAL PLAN AME		
	, -	b be amended: <i>The City of Wind</i> Industrial	Mixed	Use Corridor
	to Official Plan from	to facilitate the redeve		
•	he proposed OPA:	To lacilitate the redevi		or a commorcial
use				
What land u	ses will the proposed	d official plan amendment (OPA) a	_{authorize?} <u>retail stor</u>	e (grocery)
Does the pr	oposed OPA change	, replace or delete a policy in the	Official Plan? No 🔳	Yes 🗌
If yes	, the policy to be cha	nged, replaced or deleted:		
Does the pr	oposed OPA add a p	policy to the Official Plan?	No □	Yes 🔳

City of Windsor - Official Plan Amendment Application

DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued Does the proposed OPA change or replace a designation in the Official Plan? No 🗌 Yes 🔳 If yes, the designation to be changed or replaced: Industrial If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA: ■ Not Applicable See Planning Rationale Report ☐ See Attached If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it: ☐ See Attached See Planning Rationale Report ☐ Not Applicable If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement: ☐ See Attached ☐ See Planning Rationale Report Not Applicable If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment: See Attached See Planning Rationale Report ☐ Not Applicable Explain how the proposed OPA is consistent with the Provincial Policy Statement: See Planning Rationale Report See Attached

City of Windsor - Official Plan Amendment Application

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning	Act for:
A Minor Variance or Consent? No 🔳 Yes 🗌	
File number: Status:	
Approval authority:	
Affected lands:	.,
Purpose of Minor Variance or Consent:	
Effect on the proposed OPA:	
An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes File number: TBD Status: to be filed	
Approval authority: Council	
Affected lands: 673 Wellington Ave	
Purpose of OP or ZBL amendment or Zoning Order: to amend zoning to a site-specific	
Manufacturing District 1.2 (MD1.2)	
Effect on the proposed OPA: will implement propose OPA	
Approval of a plan of subdivision or a site plan? No Yes File number: TBD Status: to be filed after OP/ZB	A
Approval authority: City of Windsor	
Affected lands: 673 Wellington Ave	
Purpose of plan of subdivision or site plan: to provide details of new parking and acc	cess
layout along with other supporting details required by the City	
	<u>,</u>
Effect on the proposed OPA: none	····

WATER & SANITARY SEWAGE DISPOSAL 8. WATER - Indicate whether water will be provided to the subject land by: Publicly owned & operated piped water system A lake or other water body Privately owned & operated individual well Other means: Privately owned & operated communal well SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by: Publicly owned & operated sanitary sewage system ☐ A privy Other means: Privately owned & operated individual septic system Privately owned & operated communal septic system If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES 9. TYPE OF OFFICIAL PLAN AMENDMENT (OPA) The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process. Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543. Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction. Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above. APPLICATION FEE Major OPA Minor OPA Code Base Fee 63003 \$2,258.40 \$8,112.35 63024 \$50.00 \$50,00 **GIS Fee** Essex Region Conservation Authority Fee 53023 \$200.00 \$300.00 \$2,508.40 \$8,462.35 **Total Application Fee** The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal OTHER FEES 53016 Re-Notification/Deferral Fee \$2,258,40 Required when an applicant requests a deferral after notice of a public meeting has been given. \$1,100.00 Ontario Land Tribunal (OLT) Appeal Fee An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information.

Required Public Consultation (Public Notice & Public	with the public with respect to the application: Meeting as required per the Planning Act)
	an open house will be scheduled to
Detriouse Diversite Detrie	and provide neighbours and opportunity
to provide feedback	
44 OWODN DEGLADATION OF ADDI	LOANIT
11. SWORN DECLARATION OF APPL	
	Affidavits. If the declaration is to be administered remotely, Commissioner and show documentation that confirms your
_{I.} Robert Brown	, solemnly declare that the information required under
	urate, that if this declaration was administered remotely that if I make this solemn declaration conscientiously believing it to ct as if made under oath.
	Marriage at week
Signature of Applicant	Location of Applicant at time of declaration
Signature of Applicant Sign in the presence of a Commissioner For Taking Affidavits	Location of Applicant at time of declaration
Sign in the presence of a Commissioner	
Sign in the presence of a Commissioner For Taking Affidavits This declaration was administered remotely in accord	
Sign in the presence of a Commissioner For Taking Affidavits This declaration was administered remotely in accord	dance with Ontario Regulation 431/20at the _MUNICIPALITY_OF_WEST_EIGIN.
Sign in the presence of a Commissioner For Taking Affidavits This declaration was administered remotely in accommodate the second seco	dance with Ontario Regulation 431/20 at theUNICIPALITY_OF WEST_EIGIN. Location of Commissioner , 20 24 year
Sign in the presence of a Commissioner For Taking Affidavits This declaration was administered remotely in accommodate the signature of Commissioner day of	dance with Ontario Regulation 431/20 at theUNICIPALITY_OF WEST_EIGIN. Location of Commissioner , 20 24 year

READ & COMPLETE SCHEDULE A IN FULL & SIGN

City of Windsor - Official Plan Amendment Application

Page 8 of 11

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

Mike Abu & Mohammad Howidi	am the registered owner of the land that is
name of registered owner	· ·
subject of this application for an amendment to the City of Windso	r Official Plan and I authorize
Robert Brown	to make this application on my behalf.
name of agent	
Mohammad Howidi Mohammad Howidi (Aug 9, 2024 14:54 EDT)	
	August 7/2024
Signature of Registered Owner	Date
If Corporation - I have authority to bind the corporation	
A2. Authorization to Enter Upon the Subject Land Mike Abu & Mohammad Howidi Standing Committee, City Council, and staff of The Corporation of and premises described in Section 5 of the application form for the and subsequently to conduct any inspections on the subject lands is their authority for doing so.	hereby authorize the Development and Heritage the City of Windsor to enter upon the subject lands purpose of evaluating the merits of this application
Mohammad Howidi Mohammad Howidi (Aug 9, 2024 14:54 EDT) Milson Muayad abualhayjaa (Aug 15, 2024 02:59 GNT+3)	August 7/2024
Signature of Registered Owner	Date

SCHEDULE A CONTINUES ON NEXT PAGE

If Corporation – I have authority to bind the corporation

SCHEDULE A - Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

August 7/2024

Signature of Applicant or Agent

Date

END OF SCHEDULE A

DO NOT COMPLETE BELOW - STAFF USE ONLY

Receipt and Assignm	ent of Application		Date Received Stamp
This application has been assig	ned to:		
☐ Adam Szymczak (AS)	☐ Brian Nagata (BN)		
☐ Frank Garardo (FG)	☐ Tracy Tang (TT)		
☐ Jim Abbs (JA)	☐ Justina Nwaesei (JN		
☐ Kevin Alexander (KA)	Laura Strahl (LS)		
☐ Simona Simion (SS)			
Complete Application			
This application is deemed com	plete on		
		Date	
Sign stars of Dolor	alout Authorita		
Signature of Delegation Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information	P ☐ Greg Atkinson, M0	CIP, RPP	om Hunt, MCIP, RPP y Planner & Executive Director
☐ Neil Robertson, MCIP, RPF Manager of Urban Design	Greg Atkinson, M0 Manager of Devel	opment Cit	om Hunt, MCIP, RPP y Planner & Executive Director
☐ Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information	Greg Atkinson, MC Manager of Develo	opment Cit	y Planner & Executive Director
Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information Fee Paid: \$	Greg Atkinson, MC Manager of Develo Receipt No: Certified Cheque	opment Cit	y Planner & Executive Director :
□ Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information Fee Paid: \$ Payment Type: □ Cash	Greg Atkinson, MC Manager of Develo Receipt No: Certified Cheque	opment Cit	y Planner & Executive Director :
Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information Fee Paid: \$ Payment Type: ☐ Cash NEW File No. OPA/	Greg Atkinson, Mo Manager of Develo Receipt No: Certified Cheque	opment Cit	y Planner & Executive Director :
□ Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information Fee Paid: \$ Payment Type: □ Cash NEW File No. OPA/ Previous OPA File No. OPA/	Greg Atkinson, Mo Manager of Develo Receipt No: Certified Cheque	opment Cit	y Planner & Executive Director :
Neil Robertson, MCIP, RPF Manager of Urban Design Internal Information Fee Paid: \$ Payment Type: ☐ Cash NEW File No. OPA/ Previous OPA File No. OPA/ Related Zoning File No. ZNG	Greg Atkinson, Mo Manager of Develo Receipt No: Certified Cheque	opment Cit	y Planner & Executive Director :

THIS IS THE LAST PAGE OF THE APPLICATION FORM

Application Form Official Plan Amendment - July 27 2023

Final Audit Report

2024-08-14

Created:

2024-08-09

By:

Robert Brown (rbrown@oakviewlup.ca)

Status:

Signed

Transaction ID:

CBJCHBCAABAA3slSegDiet5xen7PSXCczWeLy8BGJL2X

"Application Form Official Plan Amendment - July 27 2023" History

- Document created by Robert Brown (rbrown@oakviewlup.ca) 2024-08-09 5:33:01 PM GMT
- Document emailed to Mohammad Howidi (mhowidi@hotmail.com) for signature 2024-08-09 5:33:53 PM GMT
- Email viewed by Mohammad Howidi (mhowidi@hotmail.com) 2024-08-09 6:53:19 PM GMT
- Ø_⊕ Document e-signed by Mohammad Howidi (mhowidi@hotmail.com) Signature Date: 2024-08-09 - 6:54:02 PM GMT - Time Source: server
- Document emailed to mike.londonqualitymeat@gmail.com for signature 2024-08-09 6:54:13 PM GMT
- Email viewed by mike.londonqualitymeat@gmail.com 2024-08-14 11:58:27 PM GMT
- Ø_⊕ Document e-signed by Muayad abualhayjaa (mike.londonqualitymeat@gmail.com) Signature Date: 2024-08-14 11:59:50 PM GMT Time Source: server
- Agreement completed.
 2024-08-14 11:59:50 PM GMT





Office of the Commissioner of Economic Development & Innovation Planning & Development Services

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

Minor Zoning Amendment

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- · Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment

Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

- 1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
- 2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
- 3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
- 4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
- 5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
- 6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
- 7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
- 8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
- 9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
- 10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
- 11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services Suite 210 350 City Hall Square West Windsor ON N9A 6S1 Telephone: 519-255-6543 Fax: 519-255-6544 Email: planningdept@citywindsor.ca

Web Site: www.citywindsor.ca

1. PRE-SUBMISSION CONSULTATION

requ	aw 199-2007 requires pre- iired, to verify fee payable, Submission Letter or a sta	and	to review the prod	cess. This ap			
	d Pre-Submission Letter?	NO	☐ YES ■	File Number	: PS	 	
Stat	f Use Only						
	Signature of Staff Pla	anne	r	Date of Co	onsultation		
	Jim Abbs		Kevin Alexander	G	reg Atkinson	□ F	rank Garardo
	Brian Nagata		Justina Nwaesei		mona Simion	☐ L	aura Strahl
	Adam Szymczak						
2.	REQUIRED SUP	PC	RTING INFO	ORMATIC	N (To be completed	by a st	aff Planner)
sub add	ess you have a valid Pre-S mitted with the application litional supporting informat ilable for public review.	duri	ng pre-submissior	n consultatior	n. The City of Windsor	reserves	s the right to require
dra	each document, provide o wings or plans shall be in l Vord and PDF format. All I	etter	size (8.5 x 11 inc	ches) in JPG a	and PDF format. All oth	CD or l er docu	JSB flash drive. All ment shall be provided
If y	ou are submitting a compa	nion	application submi	it only one se	t of documents.		
\boxtimes	Deed or Offer to Purchase		Corporation Profi Report	ile 🖂	Site Plan Conceptual (see Section 8)	\boxtimes	Sketch of Subject Land (see Section 11)
	Archaeological Assessment – Stage 1		Built Heritage Impact Study		Environmental Evaluation Report		Environmental Site Assessment
	Floor Plan and Elevations		Geotechnical Stu	ıdy 🔲	Guideline Plan		Lighting Study
	Market Impact Assessment		Micro-Climate St	udy 🔲	Noise Study		Planning Rationale Report
	Record of Site Condition (see Schedule E)		Sanitary Sewer S	Study 🔲	Species at Risk Screening		Storm Sewer Study
	Storm Water Retention Scheme		Topographic Plan of Survey		Transportation Impact Statement		Transportation Impact Study
	Tree Preservation		Tree Survey Stud	dy □	Urban Design Study		Vibration Study
	Wetland Evaluation Study	Oth	ner Required Infori	mation: _			

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant				
Name:	1000621124 Ontario Inc.	Contact:		Iohammad Howidi
Address:	673 Wellington Avenue			
Address:	Windsor, ON		Postal Cod	_{le:} <u>N9A 5J5</u>
Phone:				
Email:	mike.londonqualitymeat@gmail.com / mhowidi@hotmail.c			
Registered	Owner Same as Applicant			
Name:		Contact:	Name of	Contact Person
Address:				
Address:			Postal Cod	de:
Phone:	F	ах:		
Email:				
Agent Aut	horized by the Owner to File the Application	on (Also	complete Section	A1 in Schedule A)
Name:			Robert Bro	
		Contact.	Name o	Contact Person
Address:	6 Royal Cres, PO Box 188			NOD 170
Address:	Pain Court, ON		Postal Co	de: NOP 1Z0
Phone:	519-809-4539	=ax:		
Email:	rbrown@oakviewlup.ca			
4. CON	IPANION APPLICATIONS			
Are you subr	nitting a companion Official Plan Amendment applicati	on?	NO 🗌	YES 🔳
	nitting a companion Plan of Subdivision/Condominium		ion? NO 🗌	YES 🗌
	nitting a companion Site Plan Control application?		NO 🔳	YES 🗌

Page 4 of 15

SUBJECT LAND INFORMATION 5. 673 Wellington Ave Municipal Address Lots 43-53, RP 68 Legal Description 3739 040 230 00700 Assessment Roll Number If known, the date the subject land was acquired by the current owner: ___ ____ Area (sq m) 4,047 sq. m Depth (m) 36.88 109.73 Frontage (m) Official Plan Industrial Designation Manufacturing District 1 (MD1.2) Current Zoning former industrial building Existing Uses If known, the lengths of time that the existing uses have continued: __ Previous Uses since the mid 50's the building has been used for some form of industrial use List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land: Are there any easements or restrictive covenants affecting the subject lands? NO YES 🗌 If yes, describe the easement or restrictive covenant and its effect: If known, has the subject land ever been subject of: (leave blank if unknown) An application for a Plan of Subdivision or Consent: NO YES File: An application for an amendment to a Zoning By-law: NO YES 🗌 File:_____ An application for approval of a Site Plan: NO YES 🗌 SPC-

City of Windsor - Zoning By-law Amendment Application Page 5 of 15

YES OR#:__

2022 May 9

A Minister's Zoning Order (Ontario Regulation): NO 🔳

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DESCRIPTION OF AMENDMENT Amendment to Zoning By-law from: Manufacturing District 1 (MD1.2) (site-specific) Manufacturing District 1 (MD1.2) Proposed uses of subject land: retail (grocery store) Describe the nature and extent of the amendment(s) being requested: to amend zoning to a site-specific MD1.2 to permit the proposed use and limited other commercial uses permitted in the MD1.2 (outlined in PJR) Why is this amendment or these amendments being requested? current zoning does not permit proposed use Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement: See Planning Rationale Report Explain how the application conforms to the City of Windsor Official Plan: See Planning Rationale Report If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter: See Official Plan Amendment See Planning Rationale Report

EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND 7. Are there any buildings or structures on the subject land? П № Continue to Section 8 ■ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area. See attached Existing Plan or Sketch of Subject Land The attached site plan outlines the existing setbacks. Building was constructed in the mid 50's PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND 8. Do you propose to build any buildings or structures on the subject land? ■ NO Continue to Section 9 Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line ☐ YES and side lot lines, the height of the building or structure, and its dimensions or floor area. See attached Site Plan Conceptual

9.	ACCES	SS TO SUE	BJECT LA	ND			
Indi	cate if acces	ss to subject lan	d is by: <i>(checl</i>	k all that apply)			
	Municipal R	oad	☐ Prov	incial Highway	,		Another public road or a right-of-way
	and			•	-		g and docking facilities used or to be used from the subject land and the nearest
	NA/ATE	D CANITA	DV SEWU	ACE AND	STORM.	DD.	AINIACE
		R, SANITA				-	AINAGE
	Publicly ow	ned & operated	piped water s	ystem			
	Privately ov	vned & operated	d individual we	ell			
	Privately ov	vned & operated	d communal w	rell			
	Other						
SA	NITARY -	Indicate whether	er sewage dis _l	posal will be pr	ovided to the	e sub	ject land by:
	Publicly ow	ned & operated	sanitary sewa	age system			
	Privately ov	vned & operated	d individual se	ptic system - S	See Note bel	ow	
	Privately ov	wned & operated	d communal s	eptic system -	See Note be	low	
	Other						
No	system	s, and more tha	n 4,500 litres	of effluent wou	ıld be produc	ed pe	operated individual or communal septic er day as a result of the development Hydrogeological Report.
SI	ORM DRA	AINAGE - Indi	cate whether	storm drainage	will be prov	ided I	by:
	Sewers	☐ Ditcl		☐ Swales		ther	

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	Minor Rezoning	Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

Re-Notification/Deferral Fee Code 53016 \$2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Legal Fee - Servicing AgreementCode 63002

\$597.64 plus \$50 per unit, lot, or block Required when the preparation of a servicing agreement is a condition of approval.

Removal of the Holding Symbol Application Code 53001 \$1,536.00

It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.

\$1,100.00

Ontario Land Tribunal (OLT) Appeal Fee

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information

Select or describe you	ur proposed strategy f	or consulting with th	e public with res	spect to the application:
Required Public 0	Consultation (Public N			
■ Open House August	☐ Website	□ Other and	pen house	e is planned tenatively for
14. SWORN D	ECLARATION	OF APPLICAT	NT	
				ration is to be administered remotely, how documentation that confirms you
l Robert Brow	n (OLUP)	. 1	solemniv declar	e that the information required under
	that it is of the same			eclaration conscientiously believing it that he can be seen to be
Sign in the p	gnature of Applicant resence of a Commission r Taking Affidavits	oner	Location	on of Applicant at time of declaration
This declaration	was administered ren	notely in accordance	with Ontario Re	egulation 431/20
	1 10 1)	Λ	11. 7.
Declared before me	- STINIM	<i>]</i> a	at the Mu Nic	UPALITY OF WAST ELGIN
Declared before me	Signature of Co		at the MUNIC	UPPLITY OF WAST FLGIT Location of Commissioner
Declared before me	Δ		, 20	
this	day ofA1A&	ommissioner JUST month	at the Nu NC	
this	Λ.,	ommissioner JUST month	. 20	

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

City of Windsor - Zoning By-law Amendment Application

Page 10 of 15

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

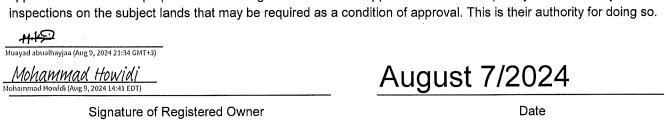
Mike Abu & Mohammad Howidi	am the registered owner of the land that is
Name of Registered Owner	· ·
subject of this application for an amendment to the City of Windso	r Zoning By-law and I authorize
Robert Brown (OLUP)	to make this application on my behalf.
Name of Agent	
Muayad abualhayjaa (Aug 9, 2024 21:34 GMT+3)	
	August 7/2024
Signature of Registered Owner	Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises | Mike Abu & Mohammad Howidi

Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



SCHEDULE A CONTINUES ON NEXT PAGE

If Corporation - I have authority to bind the corporation

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

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I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6.* This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

August 2024

Signature of Applicant or Agent

Date

END OF SCHEDULE A COMPLETE SCHEDULE E ON NEXT PAGE

SCHEDULE E – Environmental Site Screening Questionnaire

Prev	vious Use of Property
	☐ Residential ☐ Industrial ☐ Commercial ☐ Institutional
	☐ Agricultural ☐ Parkland ☐ Vacant ☐ Other
a)	If previous use of the property is Industrial or Commercial, specify use: manufacturing
b)	Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
	☐ Yes ■ No ☐ Unknown
c)	Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
	☐ Yes ■ No ☐ Unknown
d)	Has there been petroleum or other fuel stored on the subject land or adjacent lands?
	☐ Yes ■ No ☐ Unknown
e)	Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
	☐ Yes ■ No ☐ Unknown
f)	Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
	☐ Yes ■ No ☐ Unknown
g)	Have the lands or adjacent lands ever been used as a weapons firing range?
	☐ Yes ☐ No ☐ Unknown
h)	Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
	☐ Yes ☐ No ☐ Unknown
i)	If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
	☐ Yes ■ No ☐ Unknown
j)	Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site cadjacent sites?*
	☐ Yes ☐ No ☐ Unknown
	* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.
k)	If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Mike Abu & Mohammad Howidi

Name of Applicant (print)

Muayad abualhayjaa (Aug 9, 2024 21:34 GMT+3)

Mohammad Howidi Mohammad Howidi (Aug 9, 2024 14:41 EDT)

Signature of Applicant

August 7, 2024

Date

Robert Brown (OLUP)

Name of Agent (print)

Signature of Agent

August 7/2024

Date

END OF SCHEDULE E

DO NOT COMPLETE BELOW - STAFF USE ONLY

Receipt and Assignm	ent of Applic	ation	Date Received Stamp
This application has been assig	ned to:		
Adam Szymczak (AS)	☐ Brian Naga	ata (BN)	
☐ Frank Garardo (FG)	☐ Greg Atkin	son (GA)	
☐ Jim Abbs (JA)	☐ Justina Nw	vaesei (JN)	
☐ Kevin Alexander (KA)	☐ Laura Stral	hl (LS)	
☐ Simona Simion (SS)			
Complete Application This application is deemed com		Date	
Signature of Deleg	ated Authority		
☐ Neil Robertson, MCIP, RPF		Cooke, MCIP, RF	
Manager of Urban Design	Wanaye	r of Planning Polic	cy City Flatifier & Executive Director
Internal Information			
Fee Paid: \$_	_ Receipt No:		Date:
Payment Type:		neque 🔲	- Tanan Tanan Tanan Barata
NEW Zoning File No. ZNG	;/	Z-	
Previous Zoning File No. ZNC		Z-	
	V	OPA	
Other File Numbers:			
Notes:			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

Application Form Zoning By-law Amendment

Final Audit Report

2024-08-09

Created:

2024-08-08

By:

Robert Brown (rbrown@oakviewlup.ca)

Status:

Signed

Transaction ID:

CBJCHBCAABAA8dOkwMoJDgm7P-aVpgW_qzrZ6TOZFyxC

"Application Form Zoning By-law Amendment" History

- Document created by Robert Brown (rbrown@oakviewlup.ca) 2024-08-08 1:24:11 AM GMT
- Document emailed to mike.londonqualitymeat@gmail.com for signature 2024-08-08 1:27:05 AM GMT
- Email viewed by mike.londonqualitymeat@gmail.com 2024-08-09 6:32:12 PM GMT
- Signer mike.londonqualitymeat@gmail.com entered name at signing as Muayad abualhayjaa
 2024-08-09 6:34:44 PM GMT
- Ø_⊕ Document e-signed by Muayad abualhayjaa (mike.londonqualitymeat@gmail.com) Signature Date: 2024-08-09 6:34:46 PM GMT Time Source: server
- Document emailed to Mohammad Howidi (mhowidi@hotmail.com) for signature 2024-08-09 6:34:48 PM GMT
- Email viewed by Mohammad Howidi (mhowidi@hotmail.com) 2024-08-09 6:38:28 PM GMT
- Ø_⊕ Document e-signed by Mohammad Howidi (mhowidi@hotmail.com) Signature Date: 2024-08-09 - 6:41:01 PM GMT - Time Source: server
- Agreement completed. 2024-08-09 - 6:41:01 PM GMT

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY.

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, March 13, 2025 in the order stated below. LOCATION: Via Electronic Participation

ITEM	TIME	ROLL#	FILE#	APPLICANT	LOCATION	REQUEST	SULT
1	3:30 PM	3739030480001000000	B-008/25	1000925148 ONTARIO INC.	408 HANNA ST E	CONSENT: Create a new lot.	
2	3:30 PM	3739060040117020000	A-008/25	1000982881 ONTARIO INC	987 FORD BLVD	RELIEF: Proposed reduced minimum lot width and maximum lot coverage for an accessory building.	
3	3:30 PM	3739030030110000000	B-009/25	9636650 CANADA LTD.	227-229 LANGLOIS AVE	CONSENT: Severance of the lot by the common interior lot line that separates the semi-detached dwelling units.	
4	3:30 PM	3739070470019000000	A-010/25	1000982881 ONTARIO INC	0/2451 WESTMINSTER BLVD	RELIEF: Proposed single-family dwelling and additional dwelling units (ADUs) with reduced minimum lot width and minimum lot area requirements.	
5	3:30 PM	3739080170145000000	A-011/25	LISA PAVAN	3591 RANKIN AVE	RELIEF: Maximum lot coverage for all accessory buildings on a lot.	
6	3:30 PM	3739070050109000000	B-010/25	CASTLEPLEX HOLDINGS LIMITED	543 VANIER ST	CONSENT: Create a new lot.	

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 Ontario Land 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 with the specific file number please emails COAdjustment@citywindsor.ca., NOTE: To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: Committee of Adjustment Meeting Agenda (citywindsor.ca)

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY.

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, March 27, 2025 in the order stated below. LOCATION: Via Electronic Participation

ITEM	TIME	ROLL#	FILE#	APPLICANT	LOCATION	REQUEST
1	3:30 PM	3739010070031000000	A-009/25	RIVERSIDE HORIZONS INC	3251/3233 RIVERSIDE DR E	RELIEF: Construction of a multiple unit dwelling with minimum building setback above 12.5 m abutting any zone permitting single detached dwelling.
2	3:30 PM	3739070680022000000	B-011/25	DUO FRATES INC.	0 CATHERINE ST	CONSENT: Create a new lot.
3	3:30 PM	3739060460001000000	A-012/25	ANDRE LEO JOSEPH LAUZON, ANDREA MARIE LAUZON	10756 RIVERSIDE DR E	RELIEF: Proposed single unit dwelling with reduced minimum front yard depth.
4	3:30 PM	3739080590105000000	A-013/25	AHMED SHARIFF MOHAMMED, FARZANA PARVEEN	2311 DOMINION BLVD	RELIEF: Accommodate garage with reduced minimum side yard width.
5	3:30 PM	3739070120199000000	A-014/25	PANAGIOTIS PANOS SECHOPOULOS, STILIANA DHONO	978 NOVA DR	RELIEF: Main building with maximum gross floor area.
6	3:30 PM	3739010100029000000	A-015/25	DANNY SOBHARAM, CHURAMAN SOBHARAM	974 MAISONVILLE AVE	RELIEF: Maximum lot coverage for all accessory buildings on a lot
7	3:30 PM	3739080320052010000	A-016/25	ARMIN MULAOSMANOVIC, STEPHANIE MARIE MULAOSMANOVIC	3415 ACADEMY DR	RELIEF: Proposed pool house with reduced minimum side yard width and side yard width for an accessory building.
8	3:30 PM	3739060130026000000	B-012/25	DANNY CARR, DANIEL WAYNE CROZIER	1187 JEFFERSON BLVD AND 1188 GLIDDEN AVE	CONSENT: Validation of Title
9	3:30 PM	3739070550102000000	A-017/25 thru A-019/25	1001056327 ONTARIO LTD	2003 & 2015 BALFOUR BLVD	RELIEF: Newly created Lots with reduced minimum lot area for each.
10	3:30 PM	3739070550102000000	B-013/25 thru B-016/25	1001056327 ONTARIO LTD	2003 & 2015 BALFOUR BLVD	CONSENT: Create 4 new Lots.

14	3:30 PM	3739080610150000000	B-017/25	AHMAD ZRABAH	1550 & 1576 RANDOLPH AVE	minimum side yard width and required number of parking spaces. CONSENT: Create a new lot. RELIEF: Proposed duplex with ADU with reduced
13	3:30 PM	3739030480011000000	A-022/25	2832765 ONTARIO INC.	1535 HOWARD AVE	RELIEF: Expansion of legal non-conforming use to create an ADU in the basement of the existing building and for a detached ADU with reduced
12	3:30 PM	3739030480012000000	A-021/25	2832765 ONTARIO INC	1531-1533 HOWARD AVE	RELIEF: Expansion of legal non-conforming use to create an ADU in the basement of the existing duplex building.
11	3:30 PM	3739030480013000000	A-020/25	2832765 ONTARIO INC	1527-1529 HOWARD AVE	RELIEF: Expansion of legal non-conforming use to create an ADU in the basement of the existing duplex building.

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 Ontario Land 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 with the specific file number please emails <u>COAdjustment@citywindsor.ca</u>. **NOTE**: To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: <u>Committee of Adjustment Meeting Agenda (citywindsor.ca)</u>

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY.

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, April 10, 2025 in the order stated below. LOCATION: Via Electronic Participation

ITEM	TIME	ROLL#	FILE#	APPLICANT	LOCATION	REQUEST
1	3:30 PM	3739070440145000000	B-018/25	AMBASSADOR CHRISTIAN REFORMED CHURCH	3025-3033 RIVARD AVE	CONSENT: Lot addition.
2	3:30 PM	3739080610160000000	A-024/25	1000552468 ONTARIO INC.	1666 RANDOLPH AVE	RELIEF: Creation of a new lot with reduced minimum lot width and lot area for both the retained and severed lots.
3	3:30 PM	3739080610160000000	B-019/25	1000552468 ONTARIO INC.	1666 RANDOLPH AVE	CONSENT: Create a New Lot.
4	3:30 PM	3739080090105020000	A-025/25	REIGNS 740 KIRPA INC.	0 DOUGALL AVE	RELIEF: Minimum lot width and area requirements for the severed and retained lots.
5	3:30 PM	3739080090105020000	B-020/25	REIGNS 740 KIRPA INC.	0 DOUGALL AVE	CONSENT: Create a New Lot.
6	3:30 PM	3739020100028010000	B-021/25	WALKERVILLE-WALKER DEVELOPMENTS INC	1019-1041 WALKER RD	CONSENT: Create Easements for ROW and Sewers.
7	3:30 PM	3739020100031010000	B-022/25	WALKERVILLE-WALKER DEVELOPMENTS INC	933-955 WALKER RD	CONSENT: Create Easements for ROW and Sewers.
8	3:30 PM	3739050080020000000	A-026/25	HAO CHENG YU, FENG YU	425 PARTINGTON AVE	RELIEF: Proposed ADU with reduced minimum lot coverage and increased maximum GFA.
9	3:30 PM	3739060360033000000	A-027/25	KEVIN WAI HANG HU	8150 RIVERSIDE DR E	RELIEF: Seeking relief for the location of an accessory building in a front yard.
10	3:30 PM	3739030010078500000	A-028/25	ST CLAIR RHODES DEVELOPMENT CORP	1247 RIVERSIDE DR E	RELIEF: Construction of a 5-storey, 60-unit residential development with reduced minimum parking spaces and lot area for each unit.

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 Ontario Land 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 with the specific file number please emails COAdjustment@citywindsor.ca. **NOTE**: To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: Committee of Adjustment Meeting Agenda (citywindsor.ca)



Council Report: CM 1/2025

Subject: Engineering/Architectural Consultants Engaged via Roster July 1 2024 to December 31 2024 "City Wide"

Reference:

Date to Council: April 14, 2025 Author: Dawn Lamontagne Purchasing Manager (A) 519-255-6100 ext. 6413 dlamontagne@citywindsor.ca Purchasing

Report Date: 2/7/2025 Clerk's File #: SW/13041

To: Mayor and Members of City Council

Recommendation:

That this report **BE RECEIVED** by Council for information in compliance with section 163 of Bylaw 93-2012 (the "Purchasing Bylaw").

Background:

Section 163 of the Purchasing Bylaw provides:

163 ... "The responsible CLT Member and Manager of Purchasing and Risk Management (now Purchasing Manager) shall provide a semi-annual report to Council disclosing all consultants engaged through any rostering process in Part IX of this Bylaw."

This report is provided in satisfaction of these requirements.

Discussion:

Section 163 of the Purchasing Bylaw permits direct contract awards to firms listed on the engineering roster for professional services valued under \$100,000.

This method recognizes the fact that professional services for public works services are frequently utilized and are often of a repetitive or similar nature. Accordingly, proceeding with a request for proposals for each such project would be unnecessarily time- and resource- intensive. Instead, qualified professionals competed for inclusion on a roster and were categorized based on area of expertise, and contracts are awarded having regard to compatibility of work to be performed and consultant skill and expertise, with an intention to distribute work equitably.

Projects exceeding the established threshold must be addressed in accordance with the Purchasing Bylaw, either by issuing a Request for Proposals or, if applicable, proceeding with a sole source.

Section 163 the Bylaw requires the Manager of Purchasing and Risk Management (now Purchasing Manager) and the responsible CLT member to provide a semi-annual report outlining the nature of the awards made under this section.

All contracts awarded by roster as described above are shown at Appendix "A."

Risk Analysis:

There is no risk associated with receipt of this report.

Financial Matters:

Twenty-Seven consultant contracts were awarded under section 163 of the Purchasing Bylaw during the second half of 2024 totalling \$1,014,460.80 (excluding HST).

Consultations:

Jennifer Musson, Senior Buyer

Conclusion:

Twenty-Seven consultant contracts were awarded under section 163 of the Purchasing Bylaw during the second half of 2024 totalling \$1,014,460.80 (excluding HST).

Approvals:

Name	Title
Dawn Lamontagne	Purchasing Manager (A)
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services
Ray Mensour	Commissioner, Community and
	Corporate Services
David Simpson	Commissioner, Infrastructure Services and
	City Engineer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 APPENDIX "A" - Rostered Consultants Used by Public Works, Parks and Facilities – July 1 2024 to December 31 2024

Contract Number	Consultant	Description	\$ Value
CO7252	Stantec	St. Paul Pumping Station Excess Soils	\$56,352.00
CO7256	Stantec	LRWRP Conveyer Room Floor Deck & Steal Beam Repair	\$55,751.76
CO7258	EXP	Mechanical and Engineering Services for WFCU Chiller Replacement	\$49,000.00
CO7274	Archon Architects	Heritage Impact Assessment 455 Kennedy Drive	\$19,500.00
CO7279	Landmark Engineers	Engineering Services Derwent Park Cricket Field	\$88,000.00
CO7288	Stantec	BAF Cells 13-16 Concrete Rehabilitation LRWRP	\$43,200.00
CO7291	Dillon	Phase 2 Riverfront Lighting Tender Specs	\$14,700.00
CO7293	Aecom	Sandwich Street Concrete Crosswalks	\$13,956.00
CO7301	Dillon	Technical feasibility/risk review for the design as it relates to the Charles Brooks Peace Fountain	\$39,500.00
CO7308	Stantec	LRPCP Headworks Upgrades	\$72,000.00
CO7307	Pinchin	Identify and report specified hazardous building materials in preparation for building demolition at 68 Giles Blvd.	\$9,980.00
CO7312	Archon Architects	Architectural Design Services for Windsor Public Library (WPL) John Muir Branch Exterior Façade Heritage Re-Assessment & Remediation/Repair/Replacement	\$76,750.00
CO7327	Haddad Morgan	Dieppe Retaining Wall	\$3,500.00
CO7328	GHD	Phase One ESA 749 Felix	\$8,500.00
CO7331	Stantec	Primary Settling Tanks 7 & 8 Rehabilitation & Coating	\$61,939.00
CO7338	Landmark Engineers	Huron Lodge Site Improvements Feasibility Study	\$15,000.00
CO7341	Architecttura	Relocation of Sandpoint Beach - Washroom Renovation	\$69,750.00
CO7345	Landmark Engineers	Festival Plaza Conceptual Design	\$12,000.00
CO7347	Stantec	Design of Workshop/Mechanical Room	\$96,270.00
CO7350	Dillon	455 Kennedy Drive - Planning Services for Redistribution of Existing Site Services	\$22,500.00
CO7353	Stantec	Archaeological Assessment Brumpton Park Stormwater Facility	\$11,735.00
CO7356	EXP	Geotech & Soils Managementt Byng Road	\$54,950.00
CO7369	RWDI	Greenhouse Gas Assessment Retention Basin DMAF	\$31,000.00
CO7370	Stantec	Stage 1 Archaeological Assessment Giles, Kennedy, Detroit	\$11,744.04
CO7373	Optimus	Operational Overview Early Years	\$39,630.00
CO7378	Landmark Engineers	Grand Marais Drain/Pillette No. 1 Abandonment Report	\$25,000.00
CO7384	Stantec	Design & Construction Admin Server Room LRWRP	\$12,253.00
		TOTAL	\$1,014,460.80



Council Report: C 47/2025

Subject: Mayor, Councillors and Appointees Statement of Remuneration and Expenses for 2024

Reference:

Date to Council: April 14, 2025
Author: Jocelyn De Luna
Financial Analyst
519-255-6100 Ext 6334
ideluna@citywindsor.ca
Financial Accounting
Report Date: 3/26/2025
Clerk's File #: ACO/7090

To: Mayor and Members of City Council

Recommendation:

THAT the report of the City Treasurer regarding the Mayor, Councillors and Appointees 2024 Statement of Remuneration and Expenses **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

In compliance with the *Municipal Act (S. 284(1))*, each year the City Treasurer is required to provide a report to council that itemizes the remuneration paid and expenses reimbursed in the previous year to:

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Additionally, the report also includes travel related expenses that were not reimbursed but paid directly by the municipality and attributable to an individual.

Furthermore, on April 16, 2012 Council Resolution M182-2012 directed as follows:

"That the report of the City Treasurer dated March 30, 2012 regarding Councillors and Appointees 2011 Statement of Remuneration and Expenses **BE RECEIVED** for information, and further, that Administration **BE DIRECTED**, on a go-forward basis, to **ENDEAVOR** to include in future reports, the same information currently collected for City Councillors, for City appointees to City agencies, boards and commissions, provided that they are not subject to any legislative restrictions."

As required by Council Resolution M182-2012, the additional information collected is reflected in Appendix D – Schedule of Mayor, Council and Appointees Remuneration and Expenses for 2024 from City ABC's (Direct Payments Made by the Listed Organizations) attached.

Discussion:

Administration has compiled the required and requested information in the attached schedules which are being provided for information.

Appendix A – Schedule of Mayor and Council Remuneration for 2024

Appendix B – Schedule of Council and Appointees Expenses for 2024

Appendix C – Schedule of Appointees Remuneration for 2024

Appendix D – Schedule of Mayor, Council and Appointees Remuneration and Expenses for 2024 from City Agencies, Boards, Commissions

Appendix E – Schedule of Mayor's Business and Travel Expenses for 2024

This information is consistent with previous year disclosures.

Risk Analysis:

Disclosure of this information is required under the *Ontario Municipal Act*.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The financial compensation is provided in the attached schedules.

Consultations:

Theresa Nelles, Corp Payroll Admin & Compliance Christine Chauvin, Mayor's Office Becky Murray, Council Services Sandra Gebauer, Council Services

Conclusion:

This report is provided to Council for information purposes.

Approvals:

Name	Title
Alexandra Taylor	Manager of Accounting Services
Dan Seguin	Deputy Treasurer – Financial Accounting and Corporate Controls
Janice Guthrie	Commissioner – Finance & City Treasurer
Steve Vlachodimos	City Clerk
Joe Mancina	Chief Administrative Officer

Notifications:

N/A

Appendices:

Appendix A – Schedule of Mayor and Council Remuneration for 2024

Appendix B – Schedule of Council and Appointees Expenses for 2024

Appendix C – Schedule of Appointees Remuneration for 2024

Appendix D – Schedule of Mayor, Council and Appointees Remuneration and Expenses for 2024 from City Agencies, Boards, Commissions

Appendix E – Schedule of Mayor's Business and Travel Expenses for 2024



THE CORPORATION OF THE CITY OF WINDSOR SCHEDULE OF MAYOR AND COUNCIL REMUNERATION FOR 2024

NAME		BASE SALARY	TAXABLE BENEFITS			ANNUAL SALARY		
Mayor								
DILKENS, ANDREW "DREW"	\$	212,244.97	\$	9,968.27	\$	222,213.24		
Councillor								
AGOSTINO, RENALDO	\$	53,046.06	\$	242.12	\$	53,288.18		
COSTANTE, FABIO	\$	53,046.06	\$	242.12	\$	53,288.18		
FRANCIS, FRED	\$	53,046.06	\$	242.12	\$	53,288.18		
GIGNAC, JO ANNE	\$	53,046.06	\$	242.12	\$	53,288.18		
KASCHAK, GARY	\$	53,046.06	\$	242.12	\$	53,288.18		
MARIGNANI, ANGELO	\$	53,046.06	\$	242.12	\$	53,288.18		
MCKENZIE, KIERAN	\$	53,046.06	\$	242.12	\$	53,288.18		
MCKENZIE, MARK	\$	53,046.06	\$	242.12	\$	53,288.18		
MORRISON, JAMES	\$	53,046.06	\$	242.12	\$	53,288.18		
SLEIMAN, AOUNAD	\$	53,046.06	\$	242.12	\$	53,288.18		
TOTAL COUNCILLORS	\$	530,460.60	\$	2,421.20	\$	532,881.80		

Notes:

1. As of January 2019, the annual salaries no longer include the tax-free Municipal Officers Allowance.



SCHEDULE OF COUNCIL AND APPOINTEES EXPENSES FOR 2024

Councillor	Description	Destination	D	ate	Τ,	Amount ¹		Total
Councillor	Description	Destination	From	То		Amount	E	cpenses 1
Agostino, Renaldo	Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show	Calgary, AB	5-Jun-24	9-Jun-24	\$	3,480.18	\$	8,761.04
, igooimo, nonaido	International Downtown Association (IDA) 70th Annual Conference & Marketplace	Seattle, Washington USA	10-Sep-24	15-Sep-24	\$	5,280.86	Ψ	0,701.04
Costante, Fabio	Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show	Calgary, AB	5-Jun-24	9-Jun-24	\$	3,417.22	\$	8,953.13
Costainte, i abio	International Downtown Association (IDA) 70th Annual Conference & Marketplace	Seattle, Washington USA	10-Sep-24	14-Sep-24	\$	5,535.91	φ	0,933.13
Francis, Fred	No amounts for 2024				\$	-	\$	-
Gignac, Jo-Anne	No amounts for 2024				\$	-	\$	-
Kasahak Cami	Association of Municipalities of Ontario (AMO) Annual General Meeting & Conference	Ottawa, ON	18-Aug-24	21-Aug-24	\$	2,507.83	\$	0.004.00
Kaschak, Gary	International Downtown Association (IDA) 70th Annual Conference & Marketplace	Seattle, Washington USA	10-Sep-24	13-Sep-24	\$	3,826.47	Ψ	6,334.30
Marignani, Angelo	Association of Municipalities of Ontario (AMO) Annual General Meeting & Conference	Ottawa, ON	17-Aug-24	21-Aug-24	\$	3,376.59	\$	3,376.59
	Ontario Heritage Conference	Gravenhurst, ON	13-Jun-24	16-Jun-24	\$	1,675.25		
McKenzie, Kieran	Association of Municipalities of Ontario (AMO) Annual General Meeting & Conference	Ottawa, ON	17-Aug-24	21-Aug-24	\$	3,722.31	\$	6,436.85
	AMO Board Meeting ²	Toronto, ON	26-Sep-24	28-Sep-24	\$	551.29		
	AMO Board Meeting	Toronto, ON	28-Nov-24	30-Nov-24	\$	488.00		



SCHEDULE OF COUNCIL AND APPOINTEES EXPENSES FOR 2024

Councillor	Description	Destination	Da	ate	- Amount ¹	Total	
Councillor	Description	Destination	From	From To		Expenses ¹	
McKenzie, Mark	Association of Municipalities of Ontario (AMO) Annual General Meeting & Conference	Ottawa, ON	18-Aug-24	21-Aug-24	\$ 3,083.13	\$ 3,478.28	
	Housing Forum	Markham, ON	25-Oct-24	25-Oct-24	\$ 395.15		
Morrison, James	Association of Municipalities of Ontario (AMO) Annual General Meeting & Conference	Ottawa, ON	17-Aug-24	21-Aug-24	\$ 3,345.40	- \$ 9,134.62	
	International Downtown Association (IDA) 70th Annual Conference & Marketplace	Seattle, Washington USA	10-Sep-24	15-Sep-24	\$ 5,789.22	7 \$ 9,134.02	
Sleiman, Aounad "Ed"	No amounts for 2024				\$ -	\$ -	

Notes:

- 1. Amounts listed are Canadian Equivalents.
- 2. Refund \$232.22 received from Association of Municipalities of Ontario (AMO) as per agreement.



SCHEDULE OF COUNCIL AND APPOINTEES EXPENSES FOR 2024

			Da	ate	,	Total Expenses ¹	
Appointees	Description	Destination	From	То	Amount ¹		
Cerasa, Frank (Committee of Adjustment)	Local Mileage	Windsor, ON	17-Jan-24	23-Sep-24	\$ 424.90	\$ 424.90	
Sleiman, Mike (Committee of Adjustment)	Local Mileage	Windsor, ON	25-Jan-24	19-Dec-24	\$ 354.20	\$ 354.20	

Notes:

- 1. Amounts listed are Canadian Equivalent.
- 2. Paid in 2024



SCHEDULE OF APPOINTEES REMUNERATION FOR 2024

APPOINTEES	WINDSOR POLICE SERVICES BOARD	TUNNEL COMMISSION / BORDERLINK	TOTAL
Chisholm, Sophia	6,500.04	0.00	6,500.04
De Verteuil, Robert Louis	6,500.04	0.00	6,500.04
Dzudz, Nicholas	0.00	4,399.96	4,399.96
Elliott, John	6,500.04	0.00	6,500.04
TOTAL	\$ 19,500.12	\$ 4,399.96	\$ 23,900.08



SCHEDULE OF MAYOR, COUNCIL AND APPOINTEES REMUNERATION AND EXPENSES FOR 2024 FROM CITY AGENCIES, BOARDS, COMMISSIONS (DIRECT PAYMENTS MADE BY THE LISTED ORGANIZATIONS *)

* This information was provided by the organizations listed below. Amounts were paid by these organizations directly to or on behalf of these individuals.

			REMUNER	ATION		ALL OTHER EXPENSES					
(1) NAME	(2) POSITION WITHIN ORGANIZATION	(3) BASE RETAINER / MEETING ATTENDANCE FEES ADHOC INDIVIDUAL MEETING PAYMENTS	(4) BOARD PAYMENTS	(5) TAXABLE BENEFITS	(6)=(3)+(4)+(5) SUBTOTAL OF REMUNERATION	(7) DESCRIPTION	(8) DATES (FROM/ TO)	(9) AMOUNT OF ALL OTHER EXPENSES		(10)=(6)+(9) TOTAL OF REMUNERATION AND ALL OTHER EXPENSES	
Downtown Windsor Business Improvement Association											
MacLeod, Chris	Chair	\$ -			\$ -	2024 Economic Outlook Luncheon, Parking Tokens,Dancing with the Stars - Easter Seals	Jan-Dec 2024	\$ 3	20.00	\$	320.00
Agostino, Renaldo (Councillor)	Director	\$ -			\$ -	2024 Economic Outlook Luncheon, Business Meeting, Dancing with the Stars - Easter Seals	Mar-Nov 2024	\$ 2	200.00	\$	200.00
Adams, Misty	Director	\$ -			\$ -	Parking Tokens, Dancing with the Stars - Easter Seals	Jan-Dec 2024	\$ 4	00.00	\$	400.00
Balla, Ron	Director	\$ -			\$ -	Parking Tokens	Jan-Dec 2024	\$ 1	25.00	\$	125.00
Bhatti, Sunny	Director	\$ -			\$ -	2024 Economic Outlook Luncheon, TWEPI AGM, TWEPI Holiday Social, Dancing with the Starts - Easter Seals	Mar-Dec 2024	\$ 2	250.00	\$	250.00
Blanchard, Ray	Director	\$ -			\$ -	2024 Economic Outlook Luncheon, Parking Tokens, TWEPI Holiday Social, Dancing with the Stars - Easter Seals	Jan-Dec 2024	\$ 3	372.50	\$	372.50
Enwin Utilities Ltd											
Fenn, Garnet	Chair	\$ 24,137.73			\$ 24,137.73					\$	24,137.73
Ioanidis, Gregory	Director	\$ 22,841.04			\$ 22,841.04		Mar 24-26, 2024		89.51	\$	23,830.55
Muzzatti, Leo	Director	\$ 17,891.04			-	Director's Summit	May 1-2, 2024	\$ 1,3	07.27		19,198.31
Orr, Andrea	Director	\$ 21,041.04			\$ 21,041.04					\$	21,041.04
Roseland Golf & Curling Club	,	φ		I	¢	Calf 2024 Cassar	lan Dos 2004	φ	75.00	Φ	075.00
Window Connede Utilities Ltd /					\$ -	Golf - 2024 Season	Jan-Dec 2024	Ъ	75.00	Ъ	975.00
Windsor Canada Utilities Ltd (Laforet, Kevin	Chair			I	\$ 18,791.04	T	1	¢		Ф	18,791.04
Udell, Jerry	Director	\$ 18,791.04 \$ 17,441.04			\$ 18,791.04 \$ 17,441.04			\$ \$		\$	17,441.04
ouell, Jelly	חוופכוטו	ψ 17,441.04			φ 17,441.04			φ	-	Ψ	17,441.04



SCHEDULE OF MAYOR, COUNCIL AND APPOINTEES REMUNERATION AND EXPENSES FOR 2024 FROM CITY AGENCIES, BOARDS, COMMISSIONS (DIRECT PAYMENTS MADE BY THE LISTED ORGANIZATIONS *)

* This information was provided by the organizations listed below. Amounts were paid by these organizations directly to or on behalf of these individuals.

			REMUNER	ATION		ALL OTHER EXPENSES						
(1) NAME	(2) POSITION WITHIN ORGANIZATION	(3) BASE RETAINER / MEETING ATTENDANCE FEES ADHOC INDIVIDUAL MEETING PAYMENTS	(4) BOARD PAYMENTS	(5) TAXABLE BENEFITS	(6)=(3)+(4)+(5) SUBTOTAL OF REMUNERATION	(7) DESCRIPTION	(8) DATES (FROM/ TO)	(9) AMOUNT OF ALL OTHER EXPENSES	(10)=(6)+(9) TOTAL OF REMUNERATION AND ALL OTHER EXPENSES			
Windsor Essex Community Housing Corporation (WECHC)												
Costante, Fabio (Councillor)	Chair	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 53.06	\$ 53.06			
Bachetti, Joe	Vice Chair	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 4,281.30	\$ 4,281.30			
Bondy, Sherry	Treasurer (May-Dec 2024)	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	May-Dec 2024	\$ 4,176.72	\$ 4,176.72			
McKenzie, Kieran (Councillor)	Board Secretary	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 108.80	\$ 108.80			
Anzolin, Rio	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 221.76	\$ 221.76			
Coltman, Linda	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 97.02	\$ 97.02			
Ennis, David	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	June-Dec 2024	\$ 5.18	\$ 5.18			
Hay, Kathleen	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 410.76	\$ 410.76			
Jariwala, Paresh	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	June-Dec 2024	\$ 19.04	\$ 19.04			
Kwan, Teddy	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Apr-Dec 2024	\$ 14.91	\$ 14.91			
Paul, Ann	Director	\$ -			\$ -	Board Meeting, Travel & Other Related Expenses	Jan-Dec 2024	\$ 20.16	\$ 20.16			
Windsor Essex County Health												
. ,	Chair	\$ -				Mileage	June-Dec 2024					
· · · /	Board Member	\$ -				Mileage	June-Dec 2024	\$ 5.44				
· · · · · · · · · · · · · · · · · · ·	Board Member	\$ -				Mileage	June-Dec 2024	\$ 22.30				
, , , , , , , , , , , , , , , , , , ,	Board Member	\$ -			\$ -	Mileage	June-Dec 2024	\$ 53.99	\$ 53.99			
Windsor Utilities Commission	-											
Colucci, Onorio	Commissioner	\$ 9,096.96			\$ 9,096.96			\$ -	\$ 9,096.96			
Feldman, Robert	Commissioner	\$ 8,705.69			\$ 8,705.69	Standard of Care Session Virtual Training	Feb 2024	\$ 652.58				
Lawson, Doug	Commissioner	\$ 391.27			\$ 391.27			\$ -	\$ 391.27			
Sonego, Mario	Commissioner	\$ 9,096.96			\$ 9,096.96			\$ -	\$ 9,096.96			
Sovran,Egidio	Commissioner	\$ 9,096.96			\$ 9,096.96			\$ -	\$ 9,096.96			



SCHEDULE OF MAYOR, COUNCIL AND APPOINTEES REMUNERATION AND EXPENSES FOR 2024 FROM CITY AGENCIES, BOARDS, COMMISSIONS (DIRECT PAYMENTS MADE BY THE LISTED ORGANIZATIONS *)

* This information was provided by the organizations listed below. Amounts were paid by these organizations directly to or on behalf of these individuals.

			REMUNER	ATION		ALL OTHER EXPENSES					
(1) NAME	(2) POSITION WITHIN ORGANIZATION	(3) BASE RETAINER / MEETING ATTENDANCE FEES ADHOC INDIVIDUAL MEETING PAYMENTS	(4) BOARD PAYMENTS	(5) TAXABLE BENEFITS	(6)=(3)+(4)+(5) SUBTOTAL OF REMUNERATION	(7) DESCRIPTION	(8) DATES (FROM/ TO)	(9) AMOUNT OF ALL OTHER EXPENSES	(10)=(6)+(9) TOTAL OF REMUNERATION AND ALL OTHER EXPENSES		
Your Quick Gateway (Windson	Your Quick Gateway (Windsor) Inc.										
Ableser, Daniel	Board Member	\$ 450.00	\$3,999.84		\$ 4,449.84			\$ -	\$ 4,449.84		
Andrews, Keith	Board Member	\$ 350.00	\$3,999.84		\$ 4,349.84			\$ -	\$ 4,349.84		
Casey Bello, Diletta	Board Member	\$ 500.00	\$3,999.84		\$ 4,499.84			\$ -	\$ 4,499.84		
Chisholm, John	Board Member	\$ 150.00	\$3,999.84		\$ 4,149.84			\$ -	\$ 4,149.84		
Discenza, Renato	Board Member	\$ 500.00	\$5,827.07		\$ 6,327.07			\$ -	\$ 6,327.07		
Virk, Kulveer	Board Member	\$ 200.00	\$3,999.84		\$ 4,199.84			\$ -	\$ 4,199.84		
The following organizations re	eported zero amo	ounts.									
Ford City BIA		\$ -			\$ -			\$ -	\$ -		
Invest Windsor Essex		\$ -			\$ -			\$ -	\$ -		
Olde Riverside Town Centre BIA		\$ -			\$ -			\$ -	\$ -		
Olde Sandwich Towne BIA		\$ -			\$ -			\$ -	\$ -		
Ottawa Street BIA		\$ -			\$ -			\$ -	\$ -		
Pillette Village BIA		\$ -			\$ -			\$ -	\$ -		
Transit Windsor		\$ -			\$ -			\$ -	\$ -		
Via Italia / Erie St. BIA		\$ -			\$ -			\$ -	\$ -		
Walkerville BIA		\$ -			\$ -			\$ -	\$ -		
Windsor-Detroit Borderlink Limit	ted	\$ -			\$ -			\$ -	\$ -		
Windsor Police Services Board		\$ -			\$ -			\$ -	\$ -		
Windsor Public Library		\$ -			\$ -			\$ -	\$ -		
Wyandotte Town Centre BIA		\$ -			\$ -			\$ -	\$ -		

Note

^{1.} Roseland Board Members have the option if they so choose, to golf once per week: 18 holes at Roseland with a guest and one golf cart or 9 holes at Little River with a guest and one cart.



SCHEDULE OF MAYOR'S BUSINESS AND TRAVEL EXPENSES FOR 2024

	MAYOR DREW D	1		T	T
DESCRIPTION	DESTINATION	DA	ATE	AMOUNT 1	TOTAL
DEGGKII TIGIK	DESTINATION	From	То	AMOUNT	EXPENSES 1
Community Safety and Policing Act (CPSA) Summit & Meeting at Queen's Park	Toronto, ON	26-Feb-24	29-Feb-24	\$1,885.31	
Housing Meeting	Toronto, ON	16-May-24	17-May-24	\$968.87	
Senate Testimony & Meetings	Ottawa, ON	22-May-24	24-May-24	\$2,827.48	
Big City Mayors' Caucus	Calgary, AB	4-Jun-24	7-Jun-24	\$2,761.33	
Ontario's Big City Mayors (OBCM) Meeting	Blenheim, ON	14-Jun-24	14-Jun-24	\$126.00	
TWEPI - Caesars Tourism Event	Toronto, ON	14-Aug-24	15-Aug-24	\$1,217.56	
Association of Municipalities of Ontario (AMO) Annual Conference	Ottawa, ON	19-Aug-24	21-Aug-24	\$2,815.09	
Housing Meetings	Ottawa, ON	9-Oct-24	10-Oct-24	\$1,671.76	
Government Meetings	Toronto, ON	29-Oct-24	31-Oct-24	\$1,594.91	
Premier's Announcement	Toronto, ON	11-Dec-24	12-Dec-24	\$918.10	
Airport Economic Development	Beijing, China & Seoul, Korea	14-Dec-24	20-Dec-24	\$10,127.23	
					\$26,913.64

Notes:

1. Amounts listed are Canadian Equivalent.



Council Report: C 42/2025

Subject: Update of Round 1 of the Arts, Culture and Heritage Fund 2025 – City Wide

Reference:

Date to Council: April 14, 2025

Author: Christopher Lawrence Menard

Supervisor, Community Programming - Cultural Affairs

cmenard@citywindsor.ca 519-253-2300 x2752

Culture and Events Report Date: 3/21/2025 Clerk's File #: AF/14854

To: Mayor and Members of City Council

Recommendation:

THAT the report from the Supervisor, Community Programming – Cultural Affairs regarding the update on Round 1 of funding of the Arts, Culture and Heritage Fund (ACHF) in 2025 **BE RECEIVED.**

Executive Summary:

N/A

Background:

A report came forward to the Social Development Health and Culture Standing Committee on April 8, 2015, that received Council support to re-allocate existing Cultural Affairs budget dollars to maintain the funding envelope at \$87,200. Adopted by Council at its meeting held May 4, 2015 [M174-2015] the resolution stated: **THAT** the report from the Manager of Cultural Affairs outlining the proposed funding of the Arts Culture and Heritage Fund (ACHF) Grant to a total of \$87,200 **BE APPROVED**.

Carried.

The 2022 Operating Budget approved by Council on December 13, 2021, included a recommendation that received Council support to increase funding for the Arts, Culture & Heritage Fund (ACHF) by \$30,800 to a total of \$118,000 annually, which represented a 35% increase in funding to the program. The recommendation indicated this increase would: provide additional support for the growth of the creative community in Windsor. The ACHF provides an opportunity for creatives to experiment and excel, develop new skills, and broaden community arts engagement. The creative initiatives involve multiple

artists. Program investments have a direct impact on the creative sector, and ripple effects on our creative economy, making arts, culture and heritage key ingredients to economic growth and diversification. This request is consistent within the Council approved Municipal Cultural Master Plan.

Carried.

Council approved the ACHF grant program as part of the 2025 budget process.

To date, since the program launch in 2014, and including this most recent funding round, the ACHF program has awarded \$1,127,000 in grant funding to 481 individual arts, culture and heritage projects in Windsor. This includes investments in 33 community arts-based projects, 77 visual arts projects, 65 literary arts projects, 88 performing arts projects, 124 musical arts projects, 62 film arts projects, and 32 heritage and culture projects. The program provides vital funding to exhibitions, events, workshops, sculptures, books, podcasts, poetry collections, concerts, theatre and dance productions, songwriting, music videos, films, festivals, multicultural celebrations, cultural exchanges, historic walking tours, and more.

The Guidelines for the Arts, Culture and Heritage Fund outlined the process for selecting the jurors as follows: "All applications will be assessed by a jury, working with the Culture staff. The jury will be comprised of a diverse selection of five (5) people that are arts, culture or heritage professionals. Some have direct experience working with arts, culture or heritage organizations or as individual creators. Others have municipal backgrounds with arts, culture and heritage experience. The ACHF will select jurors who:

- Have a broad spectrum of knowledge and experience of the creative community;
- Have knowledge of the arts, culture and heritage needs of the City of Windsor;
- Will provide fair and objective opinions: and
- Can articulate their opinions and work in a group decision-making environment.

These jurors diligently completed the evaluation process on all the applications submitted to the current funding round.

Discussion:

The application form for the Arts, Culture and Heritage Fund was posted on the City of Windsor's website and the targeted webpage (achfwindsor.ca) with the grant opening January 13, 2025, and closing February 7, 2025. All standard program promotion took place utilizing social media, e-blasts and e-newsletters, and sharing by cultural organizations including social media pages for the City of Windsor, Museum Windsor, and Mayor Drew Dilkens, as well as partner websites and social media pages including Arts Council Windsor & Region, Windsor-Essex Theatre Community, and Windsor Endowment for the Arts. A virtual public information session took place January 22, 2025, with City administration providing details of the program guidelines, eligibility criteria, application, and adjudication process. As with each previous funding round, all applicants completed mandatory consultations by phone or email with a member of the Culture & Events team to confirm applicant and project eligibility in advance of

submission, and to receive support through the process. The ACHF application is electronic, with both an online application form and an online process for adjudication.

The jury continues to appreciate the online process as it permits them access to the applicants' support materials by allowing them to click embedded links to artist information, letters of support, organizational documents, websites, videos, sound and image files, and work samples. Jurors using this system for adjudication, and applicants using this system to apply remain satisfied with the overall functionality of the system.

Each juror received a specific and unique login to allow them access to the online applications. Administration was able to monitor the jury's progress through the evaluation process, and answer questions as needed. The jury convened on February 20, 2025, to discuss the key objectives and priorities of the fund and to adjudicate the applications as a group to arrive at final funding decisions.

There was a long and fulsome conversation amongst the jurors to determine the final decision. At the close of the application round, Administration received thirty-five eligible applications – twenty-five from individuals, and ten from organizations – totalling about \$160,000 in requested funding. If the opportunity to fund all the requests were available, the total value of the projects would exceed approximately \$334,000 demonstrating how grant funding leverages additional spending on culture and increases spin-off investment in culture within the community. There is \$59,000 available for distribution in the first round of the ACHF in 2025.

The jury was pleased to be able to award grant funding to thirteen projects — seven grants to individuals, and six grants to organizations in this funding round. Eleven of the projects will receive their full funding request. Of the applicants in this round, fifteen were first-time applicants to the program, and four of those applicants were selected for funding. The jury selected a strong mix of projects across genres including the music, performing arts, storytelling, dance, film, comedy, and some important projects supporting diversity, inclusivity, heritage and the celebration of humanity in our community.

Table 1 below provides a detailed listing of successful applicants along with a description of the project they submitted for funding.

Upon completion of their projects, applicants are required to submit a final report to the Culture & Events office, outlining the impact of the project, both financially and within the creative community of Windsor. All final reports require the recipients to quantify the results of their project (the number of visitors, CDs sold, attendance, engagements, etc.). The final report also includes the final budget for the project confirming any revenues realized, copies of promotional materials, and the criteria they used to measure the success of their project in meeting their goals and how they believe the project affected the quality of life of our community.

Additionally, as identified in earlier reports to Council, all the projects selected are required to identify the City of Windsor as a funder to the project, through the display of the City logo with the accompanying words "Supported by the City of Windsor's Arts, Culture & Heritage Fund (ACHF) achfwindsor.ca" on all project materials. As requested by members of City Council with previous reports, the successful applicants are

featured on our website under "ACHF Success Stories" – with the page updated on an ongoing basis. ACHF recipients are also invited to display or showcase their finished projects, where appropriate, at specific city events such as culture meetings, the City birthday celebration, and potentially the Mayor's Arts Awards (an event held in partnership with the Windsor Endowment for the Arts once every two years). Information about the projects is also shared in a City News Release, Culture e-blasts, on social media, and through program update reports to Council.

Table 1: ACHF 2025 Round 1 Grant Funding Recipients

NAME	PROJECT	DESCRIPTION	ASK	AWARDED	VARIANCE
Windsor Jazz Concert Series	Windsor Jazz Day	Funding for artist fees and production costs for a special jazz festival.	\$5,000	\$5,000	\$0
Windsor Feminist Theatre	Fringe Windsor	Funding for venue rentals, technical costs, graphic design and promotion of a Fringe Festival.	\$5,000	\$5,000	\$0
Terrance Travis	A Blaze of Story Festival	Funding for artist fees and workshop fees for a storytelling festival.	\$5,000	\$5,000	\$0
Windsor Light Music Theatre	ASL Interpretation of LIVE Theatre	Funding for ASL interpretation for live theatre productions in 2025 season.	\$5,000	\$5,000	\$0
Arts Collective Theatre (ACT)	ACT New Works	Funding for artist fees and production costs for a new musical.	\$5,000	\$5,000	\$0
Nuha Elalem	The Salam Project	Funding for post- production costs, distribution, festival fees, and promotion of a	\$5,000	\$5,000	\$0

		locally-made film.			
Anh Nguyen	30 th Anniversary of HNM Dance	Funding for artist fees and venue rental for a dance company's 30 th anniversary production.	\$5,000	\$5,000	\$0
Michael Poirier	Displaced by War	Funding for production and post-production costs for a locally-made documentary film.	\$5,000	\$5,000	\$0
Rising Lotus Foundation Inc.	Summer Fest 2025: Celebrating Culture, Building Connections	Funding for artist fees, materials, production costs, and promotion of a multicultural festival showcasing diversity and inclusivity.	\$5,000	\$5,000	\$0
Kristen Siapas	Jazz in the Park 2025	Funding for artist fees and venue rental for a summer jazz series in community parks.	\$4,950	\$4,950	\$0
Windsor Dance eXperience Inc.	Wonderland.	Funding for set and costume costs for an original dance production.	\$3000	\$3,000	\$0
Stefan Cvetkovic	Loop Sessions Windsor	Funding for venue rental, production costs, and promotion for a monthly music workshop and performance series.	\$5,000	\$3,550	\$1,450

Jil Moysiuk	Intimate Anchor Mom Duck	at with Said		\$3,691	\$2,500	\$1,191
TOTALS			- cooming oronia	\$61,641	\$59,000	\$2,641

Risk Analysis:

The Municipal Cultural Master Plan originally recommended that an arm's-length commission be established that was a decision-making volunteer body independent of Council consisting of City residents who are familiar with cultural disciplines and cultural organizations in the City. The Task Force that convened to guide this project to fruition expect there to be a transparent application process in order to have the applications adjudicated without prejudice. The Task Force supported a jury process that consisted of members of the community applying or being nominated, and being selected for the knowledge and experience that they share with the community.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The 2025 Operating Budget (MD 08-2025) for the Culture & Events department includes \$118,000 for the funding of the Arts, Culture & Heritage Fund (ACHF) grant program to be distributed through two (2) rounds of funding of \$59,000 each. Individual grants awarded through this program are for a maximum of \$5,000 per grant and the total grants awarded through the first round of the ACHF program in 2025 is \$59,000, which is consistent with the 2025 Operating Budget. No issues noted.

Consultations:

Tracy Ou, Financial Planning Administrator, Recreation and Culture

Conclusion:

The City of Windsor continues to make significant contributions to the cultural fabric of the community. Council has recognized the importance of investing in arts, culture and heritage in many ways, including: through establishment of the Public Art Fund; expansion of the Arts, Culture & Heritage Fund (ACHF) grant program; and through ownership, programming, and maintenance of key facilities like the Capitol Theatre, Willistead Manor, Mackenzie Hall, and the facility that houses Museum Windsor's Chimczuk Museum and the Art Windsor-Essex (AWE) gallery. Such significant and ongoing investments in the facilities that support creative work and creators in the community are not often considered when we analyze overall municipal investments in arts, culture and heritage. Often, only the ACHF program is measured as a tangible investment.

The ACHF grant funding program continues to grow the arts, culture and heritage sector by providing small and impactful amounts of funding to help make culture happen now. The purpose of this fund — *Investing in the soul of our City by providing financial assistance to locally developed arts, culture and heritage projects that provide exciting, surprising, and meaningful opportunities to strengthen our creative community — will continue to have an immediate impact on the creative community.*

Planning Act Matters:

N/A

Approvals:

- Tripe					
Name	Title				
Emilie Dunnigan	Manager Development Revenue &				
_	Finance Administration				
Christopher Menard	Supervisor, Community Programming –				
	Cultural Affairs				
Michelle Staadegaard	Manager, Culture & Events				
Jen Knights	Executive Director, Culture				
Michael Chantler	Senior Executive Director, Community				
	Services (A)				
Janice Guthrie	Commissioner, Finance / City Treasurer				
Ray Mensour	Deputy CAO, Community and Corporate				
	Services				
Joe Mancina	Chief Administrative Officer				

Notifications:

Name	Address	Email

Appendices:

1 Appendix A – ACHF Guidelines City of Windsor



Arts, Culture & Heritage Fund (ACHF)

Investing in the Soul of our City

PROGRAM GUIDELINES

Culture Office Department of Recreation & Culture City of Windsor

Mailing: 2450 McDougall St. Windsor, ON. N8X 3N6
Physical: Gatehouse at Willistead Park. 1899 Niagara St. Windsor, ON. N8Y 1K3 P: 519-253-2300 □ E: culturalaffairs@citywindsor.ca □ W: citywindsor.ca

IABI	LE OF CONTENTS	
Topic	Sub-Topic	Page
Background Information	Mission for the Cultural Affairs Office	3
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BACKGROUND INFORMATION

Mission for Culture in Windsor

Acting as a catalyst and facilitator, the Culture section will ensure the provision of a range of affordable and accessible opportunities for engagement in cultural activities, services, and facilities to residents while at the same time building up a base of unique cultural attributes and activities for visitors, residents, investors, and businesses.

We work in the arts, culture and heritage sectors... the *creative community*. Culture is alive and thriving in our City, winding its way through every aspect of our daily lives, shaping who we are and what is amazing about our community.

The Community Strategic Plan

The City's **Community Strategic Plan** calls for a focus on cultural growth. It urges:

- Capitalizing on our strengths to promote tourism and hospitality, making the most of our advantages as a key Canadian gateway;
- Reaching out to the world to showcase Windsor as an outstanding place to live, work and visit;
- Celebrating diversity by recognizing our rich diverse culture and heritage;
- Honouring heritage by preserving structures that tell the story of our past;
- Valuing art by promoting and supporting the arts and local artists, and ensuring that our citizens have many opportunities to experience a wide variety of expression and performance.

The Municipal Cultural Master Plan (MCMP)

The City of Windsor's **Municipal Cultural Master Plan**, approved by City Council in May 2010 is a detailed report that maps out sixteen recommendations intended to serve as a goal-centred approach to facilitating the growth of culture in our community.

MCMP – Recommendation # 7 – Arm's Length Cultural Funding

It is understood that our creative community cannot act alone. It is recommended that an arm's length cultural funding commission for cultural organizations be established. This commission would be appointed to allocate funds from an amount set annually to qualifying cultural organizations according to set criteria. Jurors would be City of Windsor residents that have an understanding of cultural disciplines and organizations. Working with the City of Windsor's Cultural Affairs Office, they would facilitate a transparent and accessible application and funding process that would be accountable to Council, the City's creative community, and the City of Windsor as a whole. In all cases, the funding decisions of this body would be final, and would not be subject to an appeal.

IGENERAL INFORMATION

These guidelines are intended to help in preparing an application for funding under the **Arts, Culture & Heritage Fund (ACHF)**. Applicants are advised to read this document in its entirety prior to completing/submitting an application.

In order to be considered, applicants must consult with Culture staff prior to submitting a project for funding and before the application deadline. Consultation means a conversation, by e-mail or phone, in which the applicant provides detailed information on their proposed project. This consultation does not mean a project will be recommended for funding.

We anticipate receiving more applications than any given funding round can support.

The ACHF online application can be found at www.achfwindsor.ca, and will be available only during application intake phases. The application must be completed and submitted – with all required supporting materials – and received no later than 3:00 pm on the application deadline date for each round. Late applications will not be accepted or assessed.

Applications must be completed and submitted online. Hard copies or e-mailed / faxed applications will not be accepted.

Applicants may submit one application per funding round per fiscal year, for a maximum of two applications to the program per year.

The Culture section encourages applicants to submit projects that will be completed within six (6) months to one (1) year of receipt of funds. As such, all Final Post-Project Reports must be submitted two (2) weeks after completion of the project.

The ACHF cannot guarantee funding to all applicants, nor can it ensure that the total amount requested by successful applicants will be granted. The recommendation to fund a part of an applicant's request will depend on its fit with the program priorities, assessment criteria and the overall demand for funds available in the program. The Culture section will officially announce the results by letter or e-mail.

Applications for funding are subject to the *Freedom of Information and Protection of Privacy Act*.

The City, at is expense, reserves the right to audit any submitted financial statements or Project approved for City grants, and upon reasonable request to do so, the grant recipient shall make available at its premises all related books and records to the City of Windsor or its agents.

ABOUT THE FUND

MISSION OF THE ARTS, CULTURE & HERITAGE FUND: The City of Windsor's Arts, Culture & Heritage Fund (ACHF) invests in the soul of our City by providing financial assistance to locally-developed arts, culture and heritage projects that provide exciting, surprising and meaningful opportunities to strengthen our creative community.

PROGRAM OBJECTIVES

The ACHF provides funding to support Windsor's priority to build a strong and stable creative community that contributes to a prosperous creative economy and to making Windsor an attractive and affordable place to live. The primary objectives of the program are to make strategic investments that:

- Promote innovation and support new, dynamic efforts in the creative community;
- Develop unique cultural resources to enhance the health and vitality of our communities and the quality of life for our people;
- Encourage participants in the creative community to stay and continue to create and work in the City of Windsor;
- Make arts, culture and heritage central to the lives of all our people;
- Increase public awareness and access to the arts, culture and heritage sectors;
- Celebrate diversity by recognizing our rich creative community;
- Value creativity by promoting and supporting arts, culture and heritage.

KEY PRIORITIES OF THE ARTS, CULTURE & HERITAGE FUND

The ACHF provides financial support to help strengthen and develop Windsor's creative community to achieve economic and creative growth in the City. Preference is given to projects that benefit one or more cultural sectors, and which develop new alliances and creative, innovative approaches. Projects **must address one or more** of the following key priorities:

- Increase Windsor's attractiveness, affordability, and quality of life;
- Support the development of new audiences;
- Increase the supply of skilled cultural workers;
- Nurture creativity and imagination through arts, culture and heritage projects;
- Encourage the inclusion of diverse cultural groups;
- Increase public access to the creative community.

IMPORTANT DEFINITIONS

PROJECT

A special initiative which may be one-time, and may involve:

- New/unconventional collaboration between/across genres, disciplines or sectors;
- Creation of new work;
- Emphasis on new or emerging media, techniques, technologies and practices.

ART

Broadly conceived to include all genres within the following disciplines, with activities and expression which explore, interpret, create and celebrate:

- Performance (music, dance, theatre, spoken word, improvisation);
- Visual (two/three dimensional, performance, fine or artisanal craft, site specific or temporary installation);
- Literary (poetry, prose, storytelling);
- Media/New Media (film, video, still photography);
- Design (graphic and technological).

CULTURE & HERITAGE

Broadly conceived to include both tangible and intangible characteristics of the following elements, with activities and expression which explore, interpret and celebrate:

- Human diversity including First Nations, ethnicity, different abilities and orientations, gender and age;
- Human and natural history;
- Ecology and environment (as themes for artistic practice or historical interpretation);
- Heritage buildings, sites (including neighbourhoods, gardens, views), collections, archives, documentation, interpretation;
- Storytelling, narratives, traditions and values, artisanal methods.

IELIGIBLE ORGANIZATIONS

To be eligible for consideration, the applicant must be either an arts, culture or heritage organization that meets **all** of the following criteria:

- Be Windsor-based;
- Not receive concurrent funding from the City of Windsor;
- Be not-for-profit, incorporated as a not-for-profit, or a registered charity;
- Primarily produce and display work, and conduct regular operations in Windsor;
- Have arts, culture or heritage as the main focus;
- Be in 'good-standing' for at least one year at the time of the application;
- Demonstrate fiscal responsibility;
- Be directed by recognized professionals and / or managed by experienced volunteers.

ELIGIBLE INDIVIDUALSI

To be eligible for consideration, the applicant must:

- Be a Windsor resident:
- Primarily produce and display work outside of an organizational framework;
- Be engaged in their arts, culture or heritage activity in the City of Windsor;
- Be a recognized professional (have completed formal/informal training).

ELIGIBLE PROJECTS

Eligible Projects under the ACHF program may include, but are not limited to:

- Providing opportunities for organizations to engage youth and new creators;
- Arts, culture and heritage tourism initiatives that result in new product development, increased market-readiness and new business opportunities;
- Outreach projects which identify ways to strengthen organizational capacity to reach new markets, regions, cultural minorities and untapped future audiences.

Eligible Projects must:

- Not receive concurrent funding from the City of Windsor for this initiative;
- Be accessible to everyone;
- Be publicized citywide;
- Offer a unique cultural experience;
- Have a separate budget from the organization's annual operating budget;
- Demonstrate support (financial or in-kind) beyond what is provided by the fund.

INVESTIGIBLE PROJECTS & EXPENDITURE

Ineligible projects and expenditures for the ACHF include the following:

- Initiatives which receive concurrent financial or in-kind support from City sources;
- Using ACHF funds to provide financial support (re-grant) to other organizations;
- Ongoing operating or administration expenses;
- Feasibility studies;
- Decor, food, or beverage costs;
- Costs relating to fundraising activities or events;
- Retroactive funding for events which have already occurred;
- Construction, renovation, major purchases (capital, property, etc.);
- Deficit reduction;
- Development of proposals for provincial/federal/municipal/private sector grants;
- Marketing and promotional expenditures that are not related to the project;
- Contingency or unexplained miscellaneous costs;
- Supporting activities which are politically partisan or primarily focused on sports, commercial activity (tradeshow, conferences), religion, healthcare, social service, and/or seek to attract a special interest audience;
- Any other expenditure that does not relate to the realization of the project.

Please Note:

- Depending on fulfillment of all criteria, including financial need, recipients of ACHF Project Grants may re-apply for funding of the same initiative in each of two consecutive years, but after three consecutive years of funding are no longer eligible to apply for support of the same initiative. This ensures that the group of organizations and initiatives benefiting from these grants is refreshed on an ongoing basis.
- Funding is not automatically renewed every year.

I MAXIMUM FUNDING

Applicants are asked to apply for a reasonable amount of money to complete their proposed projects.

Project funding under the ACHF program will not exceed \$5,000 per funding round. Project funding not covered by the ACHF program must be provided by the applicant or through other project revenues.

The ACHF cannot guarantee funding to all applicants, nor can it ensure that the total amount requested by successful applicants will be granted. The recommendation to fund all or part of an applicant's request will depend on its fit with ACHF priorities, assessment criteria and the overall demand for funds in the program.

APPLICATION PROCESS

In addition to providing important information for the assessment of the grant application, both the financial and statistical parts of the application provide the City of Windsor's Culture section with valuable information enabling them to effectively advocate on behalf of the local creative community on an ongoing basis. Prior to completing the ACHF application, all potential applicants must consult with Cultural Affairs staff (see information on page 4 of these guidelines).

APPLICATION FORMS

The online application form is available on the City's website as of midnight on the date the application round opens. The link remains active until the funding round closes. There are separate requirements for Individuals applying and Organizations applying. All requirements are clearly laid out in the Checklist that is part of the online application.

Please use the Submission Checklist provided at the start of your application form (and page 10 of these guidelines) to ensure a complete submission before you click submit.

WHAT TO INCLUDE

Everything you need is requested on the ACHF online application. Please ensure that your application is complete, signed (name typed), accurate and legible. When you have completed your application, attached your supporting materials, and clicked submit, you will receive an email confirmation that your application has been successfully submitted. This email will include a copy of your application itself. Please retain that for your records. We will not notify you if your application is incomplete, or if supporting materials are missing. Please take the time to ensure you have completed all sections and attached all supporting materials.

HOW TO SUBMIT

It is the applicant's responsibility to complete and submit their application on time. The online application is available online for the duration of the funding round. Once the submission deadline passes, the link will be unavailable. Applications that are late, incomplete, have arrived in hard copy form, or have been faxed or sent through email will not be accepted or assessed. The online link is the *only* acceptable submission.

Supporting Materials

It is not mandatory to submit supporting materials, aside from those clearly requested; however, they can enhance your application and provide unique insight to the Jury.

For Individuals

APPLICATION CHECKLIST

All required fields in the online application must be completed. You will be asked to include:

☐ Completed Application	☐ Complete Application
□ Financial statement attachment	☐ Copies of 3 reference letters attachment
□ Project budget attachment	□ Copy of curriculum vitae attachment
☐ List of Board of Directors attachment -include names, positions, contact	□ Project budget attachment
moidde names, positions, contact	□ Supporting Materials attachment
□ List of Management/Adminattachment includes names, positions	- Supporting Materials attachment
□ Copy of Incorporation/Charitable Status Certificate attachment	
□ Supporting Materials (links, photos, de	ocuments)

Please do not forget to answer all question fields on the application completely.

Note on Budgets and Artist Fees: The City of Windsor encourages all applicants to ensure standard artist fees are provided to all artists participating in a project. Please refer to CARFAC, the Canadian Federation of Musicians, etc. to determine standard rates for artists. The City adheres to these fee schedules for all City-led events and initiatives, and encourages artists participating in ACHF to do the same.

Supporting Materials can include: web links, manuscripts; slides; audio and video clips; news stories/articles/clippings; audience testimonials; photographs (maximum of three).

Supporting materials should be in the form of PDFs, JPEGs, Word documents, etc.

The personal information collected on the application is collected under the authority of the *Municipal Act, Section 10*. This personal information may be used for the purpose of processing the application form and may become part of the public agenda at a City Council meeting or Committee Meeting. Questions about this collection may be directed to the Manager of Culture & Events, (519) 253-2300 extension 2726, or by mail to: Freedom of Information Coordinator - Office of the City Clerk Room 530 – 350 City Hall Square West Windsor, Ontario, N9A 6S1, Canada



APPLICATION ASSESSMENT PROCE

All applicants must consult with Culture staff prior to submitting a project for funding under the ACHF program before the application deadline; **otherwise they will not be considered for funding**.

All applications will be assessed by a jury, working with the Culture staff. The jury will be comprised of a diverse selection of five (5) people that are arts, culture or heritage professionals. Some have direct experience working with arts, culture and heritage organizations or as individual creators. Others have municipal backgrounds with arts, culture and heritage experience. The ACHF will select jurors who:

- Have a broad spectrum of knowledge and experience of the creative community;
- Have knowledge of the arts, culture and heritage needs of the City of Windsor;
- Will provide fair and objective opinions;
- Can articulate their opinions and work in a group decision-making environment.

With the exception of two (2) members carried over from the previous year, a new jury will be convened every year unless it is not possible to do so.

SELECTION OF JURY

Community members are encouraged to apply to be a juror for the panel. Application Forms will be posted on the City website, www.citywindsor.ca. Please submit a hard copy or scanned copy to the attention of the Culture office, Recreation & Culture, The City of Windsor, 2450 McDougall St. Windsor, ON. N8X 3N6; culturalaffairs@citywindsor.ca. Applications for jurors will be accepted up to a specified date/time. If you submit an application after that date, it will be added to the applications for the following year, as this is an ongoing process. Juror applications will be evaluated by a panel of City staff with representation from Recreation, Culture, Finance, and Planning.

ROLE OF JURORS

Prior to the meeting to assess applications, jurors are required to become familiar with the program, its assessment criteria, and the City's strategic goals. Jurors are required to read all applications, make notes about each, and grade them accordingly. At a group decision-making meeting, all jurors will review the supporting materials together and discuss the applications. Using their knowledge and expertise, they will identify funding priorities, score applications, decide on successful applications, and inform City staff.

CONFIDENTIALITY

Jurors must keep application contents and assessment discussions confidential, and must not disclose that they have been selected as jurors. Names of jurors will be released with the grant results at the end of each program year.

CONFLICT OF INTEREST

The City of Windsor is particularly concerned with potential conflicts of interest.

There are two dimensions of conflict of interest – direct and indirect. There are also two kinds of direct conflict of interest – financial and private.

DIRECT CONFLICT OF INTEREST

A juror is in direct conflict of interest with a particular application if he or she, or a member of the juror's immediate family (spouse or equivalent, son or daughter, parent, sibling or members of the immediate household), has a financial interest in the success or failure of the application. Staff or board members of an organization, or members of their immediate families, would also be considered in direct conflict.

A juror is in direct conflict of interest with a particular application if he or she has a private interest in the success or failure of the application. Staff or board members of an organization, or member of their immediate family (spouse or equivalent, son or daughter, parent, sibling or member of the immediate household), would be in direct conflict. A private interest also includes affiliations or activities that compromise or unduly influence decision making.

INDIRECT CONFLICT OF INTEREST

Any reason that makes it difficult for a juror to evaluate an application objectively may create an indirect conflict of interest.

MANAGING CONFLICT OF INTEREST

The City will not choose jurors who are in direct conflict of interest with any of the applications being assessed.

If a direct conflict of interest becomes apparent, the City will ask the juror to stand down from the Jury panel.

All jurors are asked to sign forms to identify conflicts of interest as a further means of documenting the integrity of the process.

THE ROLE OF CITY STAFF

At the jury panel meeting, City staff from the Cultural Affairs Office will answer questions and assist jurors with clarification of information on the groups being judged. Their role is to remain objective and facilitate decisions based on the jurors' impartiality.

JUDGING APPLICATIONS

ASSESSMENT CRITERIA FOR APPLICATIONS

The following criteria recognize that all applications are examined in the context of the strategic goals and objectives set by the City of Windsor's City Council each year, as well as the ACHF program budget and the number of applications per program round.

Assessment Criteria for ACHF Project Grants will be based on:

- Relevance of the Project;
- Contribution and Impact of the Project;
- Results and Measurements;
- Financial Feasibility of the Project;
- Organizational Capacity.

The jury evaluates organizations applying for grants using the following criteria in the context of each organization's stated mandate, the scale of its operations and the aesthetic or cultural environments in which it works.

RELEVANCE OF THE PROJECT

- The project strongly supports the vision of the City of Windsor, and is closely aligned with at least one of the ACHF program's key priorities.
- There is a demonstrated need for the project.

CONTRIBUTION AND IMPACT OF THE PROJECT

Applicants should present a commitment to the advancement of their discipline and to increasing public appreciation and education of the creative community of the City of Windsor. To contribute to the creative community, the organization has:

- Programming and activities that encourage public appreciation and participation;
- Programming that promotes the opportunity for cultural tourism;
- A role in the broader creative community in terms of public awareness;
- Connections with organizations in the broader community.

RESULTS & MEASUREMENTS

- Project timelines are realistic;
- Project activities are relevant to the project as a whole;
- The evaluation strategy is realistic, well-developed and addresses all outcomes, outputs and measures;
- The project's value for investment is clearly demonstrated.

JUDGING APPLICATIONS cont.

FINANCIAL FEASIBILITY OF THE PROJECT

- Project is well within the financial resources of the applicant;
- Project budget is entirely appropriate and cost-efficient;
- Appropriate human resources and materials are allocated to support the project;
- Applicant demonstrates financial stability.

ORGANIZATIONAL CAPACITY

The Organization serving as lead applicant for the project funding:

- Demonstrates sufficient resources to successfully carry out the project;
- Is managed with a clearly defined governance structure, administration and policies;
- Implements its mandate through ongoing activities and services;
- Has and seeks audiences for its work:
- Knows and can describe its audiences;
- Has marketing plans and systems to communicate with, sustain and build audiences;
- Works to develop an audience that reflects Windsor's demographics, has systems and activities which complement programming to deepen, broaden and diversify its audiences and their involvement in the organization's work;
- Has balanced sources of earned, private and government revenues with plans that generate earned, private, and government revenues

FINAL JURY FUNDING DECISIONS

DECISION-MAKING PROCESS

Jurors review each application in terms of the five (5) assessment categories: Relevance of the Project, Contribution and Impact of the Project, Results and Measurements, Financial Feasibility of the Project, and Organizational Capacity. Each of the five categories has equal weight in the assessment.

Jurors rate each of the five (5) assessment categories on a five (5) point scale:

- Excellent;
- Very good;
- Good;
- Fair;
- Poor.

An application must reach a standard of "good" in all assessment categories in order to receive funding.

FUNDING DECISIONS

Applicants will receive an email from Culture staff advising on the application result / funding decision approximately one (1) month after the deadline. Alternatively, they may receive a Grant Notification letter in the mail. Applicants should not call or e-mail for this information.

If you have been awarded a conditional grant, the grant cheque will be issued when the conditions have been fulfilled. The grant notification letter will describe any conditions associated with a grant. It is the responsibility of an organization receiving a conditional grant to share this information with its board of directors or governing body.

After grant notification, and upon request, the Culture office will provide organizations with a verbal summary of jurors' comments and information about the context in which the grant decision was made <u>if available</u>. The ACHF Jury is not required to provide feedback on every application; feedback may not be available.

All decisions of the jury are final and cannot be appealed.

The City, at is expense, reserves the right to audit any submitted financial statements or Project approved for City grants, and upon reasonable request to do so, the grant recipient shall make available at its premises all related books and records to the City of Windsor or its agents. Grant funding is intended to support the project set forth in the grant application and is not intended to cover living costs.

FUNDING CONDITIONS & EXPECTATIONS

Funding Conditions

- All decisions of the jury are final; not subject to a review or appeal;
- Failure to submit reports (interim or final) will affect future requests for funding;
- Funding recipients must publicly acknowledge support by use of the City of Windsor logo on all forms of communication related to the project;
- Funding is provided on a single / one-time only project basis;
- Funding will not be given to for-profit organizations;
- Funding will not exceed the actual cash expenditure for the project;
- Additional funding for a project may be secured from other levels of government.
 In cases where funding from other Ontario government sources is included, this funding must be for a component of the project that is separate and distinct from the portion to be supported by the ACHF.

REPORTING

Successful applicants will provide a Final Post-Project Report within two (2) weeks of the completion of the Project. This report must be submitted to the City of Windsor's Culture Office. The form can be downloaded at the City's website, www.citywindsor.ca, (specifically www.achfwindsor.ca). Receipt of these reports is a pre-condition for consideration of an organization's future grant applications in any category and will be part of the jury resources in future grant application reviews.

If a project is incomplete, it is the responsibility of the grant recipient to contact the Culture Office to discuss the project status. Even in the case of an incomplete project, a Final Post-Project Report will still be required. There are no exceptions to this.

A grant recipient seeking to make significant changes to its initiatives as outlined in an application must consult with Culture staff prior to implementation. If the changes result in the cancellation or a significant delay in the completion of the initiative, the applicant will, after consultation with staff, be required to return to the City all Project Grant funds paid for that year.





Council Report: C 49/2025

Subject: 2024 Annual Investment Compliance Report - City Wide

Reference:

Date to Council: 4/14/2025

Author: Lorie Gregg

Deputy Treasurer, Taxation, Treasury and Financial Projects

(519) 255 6100 Ext. 6522 Igregg@citywindsor.ca Taxation & Financial Projects

Report Date: 3/26/2025 Clerk's File #: AF2025

To: Mayor and Members of City Council

Recommendation:

THAT the 2024 Annual Investment Compliance Report for the year ending December 31, 2024, **BE RECEIVED** for information.

Executive Summary: N/A

Background:

Part XIII of the Ontario Municipal Act, 2001 (the Act) governs municipal activity with regards to the issuance of debt and the placement of investments. More specifically, Section 418 of the Act and Ontario Regulation 438/97, as amended, establish the general parameters that allow municipalities to place monies, which are not required immediately, in various financial instruments for the purpose of earning investment income. Section 418.1, Prudent Investor provision, provides an alternative for municipalities to invest money that is not required immediately in any security. Municipalities are not limited to those financial instruments prescribed under the Act to yield investment returns. Investment income in a broader sense can also be generated through the payment of dividends from subsidiary corporations, interest on the lending of funds to subsidiary corporations or others, and further, returns on investments, which can be structured through private, and other potential investment partnerships.

Traditional Investment Portfolio Philosophy

The City uses a number of operating, capital, reserve, trust and sinking accounts and/or funds to financially support various municipal programs and services as may be required during the year (i.e. operating programs) and over the course of time (i.e. capital projects). Due to the timing of when funds are received as compared to when

funds are required to be expended, there are cash balances which are defined at any set period as "excess cash flow" available. These available cash balances can be invested in accordance with the Sections 418/418.1 of the Act and Ontario Regulation 438/97, as amended, to generate additional revenue through investment income. These funds may also be used to generate alternative yields such as dividends and interest through the investment of funds into subsidiary corporations or the lending of funds to subsidiary corporations.

Further to the guidance as provided by the Act, an approved Investment Policy has been developed which outlines the City's investment objectives and goals where funds are placed in prescribed investments. This Investment Policy provides direction to Administration with regards to the selection and placement of managed funds. Within the parameters of the current Investment Policy, Administration continues to develop a more robust investment strategy to fully maximize overall investment returns.

The basis for this report is to meet the statutory reporting requirements as prescribed by the Act when funds are placed into financial instruments in accordance with Section 418. As such, the information reported within this report may differ from that which has been provided in other reports and in the consolidated financial statements.

Discussion:

Investment Policy

The four primary objectives of the City's current Investment Policy, in priority order, are summarized as follows:

- I. Legality of Investments
- II. Preservation of Capital
- III. Maintenance of Liquidity
- IV. Competitive Rates of Return

Legality of Investments

All investment activities are governed by the Act, as amended. Any investments made by the City must be those deemed eligible under Ontario Regulation 438/97 or as authorized by subsequent provincial regulations unless limited further by the City's Investment Policy.

Preservation of Capital

All investment activities will minimize the risk of incurring a capital loss and of preserving the value of the invested principal. This is accomplished by investing in properly rated financial instruments as per the legislation, by limiting the types of investments to a maximum recommended percentage of the total portfolio, and by limiting the amount invested within individual institutions to a maximum percentage of the total portfolio as per the City's Investment Policy.

Maintenance of Liquidity

The term liquidity implies a high degree of marketability and a high level of price stability. The portfolio is structured to maintain a proportionate ratio of short, medium, and longer-term maturities to meet the funding requirements of the Corporation. To date, the general investment portfolio has remained sufficiently liquid to meet all operating or cash flow requirements so as not to require temporary borrowings. This has been done, where possible, by structuring the portfolio such that securities mature concurrent with anticipated cash demands.

Competitive Rates of Return

Investment yields can only be sought within the boundaries set by the foregoing objectives. Higher yields are best obtained by taking advantage of the interest rate curve of the capital market, which normally yields higher rates of return for longer-term investments. Yields will also fluctuate by institution as per individual credit ratings (greater risk confirmed by a lower credit rating) and by the type of capital instrument invested in. For example, an instrument of a small trust company would normally have a slightly higher yield than a major bank, and capital instruments that are non-callable will have a lower yield than instruments that are callable.

Scope of Portfolio

The investment portfolio is comprised of:

- I. Excess Operating and Capital Cash Flow Balances
- II. Reserve Accounts and Reserve Funds
- III. Trust Funds
- V. Sinking Funds

The scope of the Investment Policy applies to all investments made by the City on its own behalf and on behalf of its agencies, boards, commissions, and wholly owned subsidiaries including any new funds created by the City unless specifically directed otherwise by City Council.

2024 Investment - Current Fund Performance

The purpose of this report is to provide an annual update with regards to the investment activity for 2024. For purposes of the forgoing analysis, investment balances are presented as at December 31, 2024, and represent the book value of the investment plus accrued interest and/or realized market value gains and or losses, as appropriate. Investment yields represent the income earned for the year or part year thereof as described. Investment yield percentages are calculated based upon the average balance of the investment portfolio that was held during the year, not the year-end balance.

City of Windsor General Investment Portfolio Performance - Appendix A

As of December 31, 2024, the General Investment Portfolio approximated \$556 million (\$530 million in 2023), of which \$459 million (\$470 million in 2023) was invested in various guaranteed investment and short-term deposit instruments. These investments complied with current legislation and the City's Investment Policy. In addition, a cash balance of \$97 million (\$60.8 million in 2023) was held in a general interest-bearing account.

Included within the deposit investments, Administration continued to retain a significant portion of the portfolio in a variable rate Notice Hold Investment Account as well as a variable rate Interest Bearing Business Account (IBBA). This action was taken to ensure that sufficient cash balances were available if required to support ongoing operations allowing for immediate access to the monies while at the same time yielding rates of return that were tied to changes in prime rates. Variable rate deposits tend to yield higher rates of return than fixed rate deposits, in markets where interest rates are rising. As interest rates decline, Administration will consider investing a greater portion of these deposits in fixed rate investments while maintaining sufficient liquidity to meet the City's operational requirements.

The year-end cash position amount excludes an additional \$10 million "cash cushion" which is traditionally held to address the projected cash low point which falls between the mid November (last tax instalment in 2024) and mid February (first tax instalment for 2025) of the following year. During this time, this cash cushion provides sufficient cash flow to fund expenditures avoiding the need to resort to short-term borrowing. This \$10 million is not included in the general investment portfolio.

For the year ending December 31, 2024, the City's general portfolio generated returns of \$23.5 million (\$21 million in 2023), an average yield of 4.97% (4.83% % in 2023) on funds that were held in deposit investments with Schedule I Banks and Credit Unions. An additional \$5.6 million with a yield of 4.8% (\$6.1 million with a yield of 5.19% in 2023) was earned on the monies retained in the general bank account for an overall investment yield of 5.05% (4.91% in 2023).

The City has traditionally maintained a conservative investment approach when deciding on investment options and term lengths, which is premised upon two main factors:

- Reserve balances the City's reserve balances, as a percentage of taxation and as a percentage of its' own source revenues.
- Internal financing of projects the City operates on a pay as you go basis and until recently, does not typically issue debt to finance capital projects; therefore, internal cash balances are used (largely reserves) for short-term interim financing of projects.

This approach saves significant interest charges on external debt that would otherwise be incurred; however, it negatively impacts the ability to invest in longer term instruments which are, depending on economic conditions, one viable way to increase investment returns. Overall, there are significant net savings associated with this approach, as borrowing rates are generally much higher than investment yields.

Where longer-term instruments are recommended, a cashable component is considered as a risk mitigation measure where possible. This does however effectively lower the annual yield that would otherwise be achieved.

City of Windsor Trust Investment Portfolio Performance – Appendix B

As of December 31, 2024, the City held \$10.3 million (\$15.2 million in 2023) In Trust. The investments held in Trust returned a total of \$603,568 in investment income in 2024 (\$593,294 in 2023), with an average yield of 4.07% (4.22% in 2023). This portfolio earned a slightly lower rate of return as compared to the general investment portfolio as a significant portion of the Trust portfolio was invested in long-term, non-redeemable investments, earning a lower rate of return. The year-over-year change in the Trust investment portfolio was primarily attributed to the maturity of \$5.1 million in Government of Canada bond in December of 2024, that was disbursed to satisfy the conditions of the trust agreement. Administration will continue to review the specific trust agreements and monitor opportunities to increase future yields while still providing sufficient funds to meet short-term capital investment needs.

Arts Endowment Fund Performance – Appendix C

On December 4, 2017, City Council authorized (CR760/2017) the establishment of an Arts Endowment Trust to provide an ongoing funding source, available in perpetuity to support, in full or in part, public art related aspects of City capital projects. Reflective of the long-term nature of this Trust, the funds were invested within the ONE Investment program based upon an asset mix of 80% Universe Bond Fund and 20% Equity Fund on April 3, 2018. The use of the ONE Investment program professionally managed and is the only program where municipalities can access pooled funds such as money market, bond, or equity funds.

On December 23, 2024, consistent with Council's direction (CR151/2024), \$42,245 representing the minimum distribution of 1.5% of the investment income was withdrawn from the Trust and placed within a reserve account designated as a funding source for City art related capital projects. At December 31, 2024, the balance of the reserve account held \$43,514 that is available for use. The book value of the fund at December 31, 2024, was \$3,152,093 with a yield of 5.68% (\$3,021,875 in 2023, yield of 3.34%). The book value is inclusive of any realized income and unit increases due to dividend distribution and realized changes in market value of the fund for the period January 1, 2024, to December 31, 2024. By contrast, the market value of the fund at December 31, 2024, was \$3,207,367 (\$3,016,374 in 2023). The unrealized gain in

market value of \$55,275 for 2024 (loss of \$5,501 for 2023) would only be realized upon partial or full disposition of the underlying investments within the fund.

Unlike other types of investments such as GIC's where a guaranteed yield is paid at time of maturity, any gains, or losses due to market value increases are not realized until such time as units are redeemed. At any measurement point, market values may be higher or lower than the previous mark. The intent of the Arts Endowment Trust was to ensure that in perpetuity funds generated from investment yields would be available to support capital projects that have an arts related component. As such, preservation of the principal investment of \$2,750,000 is of upmost importance. However, of equal importance is the realization of any yields because of substantial market value gains through the redemption of units at a time when market values are high. This mitigates against the risk that those yields are not available should the funds be required. The timing of when to realize gains can never be known with any certainty. Market values can continue to rise and/or market values can decline overnight.

At this time, the funds held in this reserve are tracking upwards in a positive manner. Administration will continue to monitor the fund balances and report to Council should there be the need for alternative courses of action to preserve the principal investment.

Windsor-Essex Hospital Plan Portfolio Performance – Appendix D

On April 25, 2016, per CR 282/2016, the City committed to fund its' share of the Windsor-Essex Hospital Systems Plan beginning with a one-time dedicated property tax levy increase of \$3,875,000 starting in 2016 and projected to continue through 2029 or earlier based on interest earned. Additional sources of funding were added annually which assisted to meet the City's obligatory share of the Windsor-Essex Hospital Plan estimated at a total of \$200 million to be jointly shared between the City and County based upon the latest available census data. Funds levied and invested since inception have been recorded to a separate reserve fund (Fund 203).

The financial projections provided to City Council in 2016 contained various estimates as it related to minimum investment yields over the term of the special levy based upon current economic forecasts. Given the projected accumulated value of the hospital reserve fund and the average value of the general investment portfolio, Administration was granted approval to treat the hospital reserve fund as a separate portfolio in terms of complying with maximum portfolio limitations (both sector and institutional). The portfolio is defined as the total projected future fund balance (estimated City share at \$108 million) as opposed to actual funds cumulatively available each year. This allows greater flexibility in each year to place funds in larger amounts with institutions offering higher yields and thereby increasing investment returns. Further to this, City Council also provided direction in 2020 that would allow for more flexibility in terms of institutional limits allowing for larger segments of the portfolio to be grouped with one or more financial institution for the purpose to maximize investment yields.

As indicated above, supplemental funds to the operating levy provided through capital contributions, was approved by Council under the 2023 10-year capital budget. This funding provided an additional principal amount of \$40.7M (capital project number CAO-002-18 - New Windsor-Essex Hospital System Plan) to be invested. The initial investment framework set aside annual contributions of \$6.9M beginning in 2023 through 2027 and \$6.2M in 2028 to be placed in deposit certificates.

The 2023 interest rate environment was driven by strong inflationary pressures that led to unprecedented high interest rates. To capitalize on record high interest rates and maximize investment returns, Administration obtained approval from Council (CR338/2023) to make \$27.6M of approved capital funds available for immediate investment and the remaining \$6.2M to be available for investment within the five-year funding window beginning in 2024. These amounts were considered as being precommitted for purposes of the 2024 Capital Budget development and balancing. In the third quarter of 2023, a total of \$34.5M, which included \$6.9M initial contribution for 2023, plus \$27.6M of the pre-committed capital funds were invested in GICs at favourable rates. The remaining \$6.2M, was invested in the first quarter of 2024.

As of December 31, 2024, the City held \$87.6 million (\$72.5M in 2023) in the Windsor Essex Hospital Plan Portfolio. For 2024, the fund realized an overall return of \$4,288,658 (\$2,309,085 in 2023) for an average yield of 5.21% (5.17% in 2023). When compared to the original projections made in 2016, the overall fund is tracking on target to achieve the City's targeted municipal contribution by 2029. It should be noted due to the delays in the expected start of the hospital construction and inflationary pressures in the construction industry have significantly impacted development costs, the original target of \$200 million for the municipal contribution may need be amended. Administration is currently working with the development team at Windsor Regional hospital on revised cost projections and will bring information back to City Council on this matter when more information is known with certainty. No changes have been proposed for the cost sharing methodology between the City and the County of Essex which will remain based upon population.

City Treasurer's Statement of Compliance

As at December 31, 2024, all investments comprised within the City's investment portfolio were made in accordance with Act, more specifically, Section 418 and Ontario Regulation 438/97, as amended, and further, the investment policies and goals adopted by the municipality. All investments made during the year were in compliance with the minimum credit rating standards as outlined by the Investment Policy.

Per section 3.2.7 of the Investment Policy, the CFO/City Treasurer is authorized to invest above the recommended maximum thresholds for individual institutions and portfolio sector limitations. There were no occurrences of non-compliance to be reported as part of the annual investment report.

During 2024, funds within the City of Windsor General Investment Portfolio were placed with various institutions, which utilized the additional institutional room as authorized by section 3.2.7 of the Investment Policy to generate higher investment yields. Investments were placed for terms of 6 months or less in guaranteed investment certificates and deposits.

Risk Analysis

In accordance with the Act, 2001, each Municipality shall have an Investment Policy. Failure to have an appropriate Investment Policy and reporting mechanism in place could expose the City to financial risks. This risk is mitigated to a large extent as the City's Investment Policy has been written to achieve the four stated objectives; ensuring that investments are made in accordance with prescribed legislative requirements, preservation of capital (credit/interest risk), maintenance of liquidity and to maximize investment yields and is considered to be more conservative than allowable within the Act.

2024 Market Summary

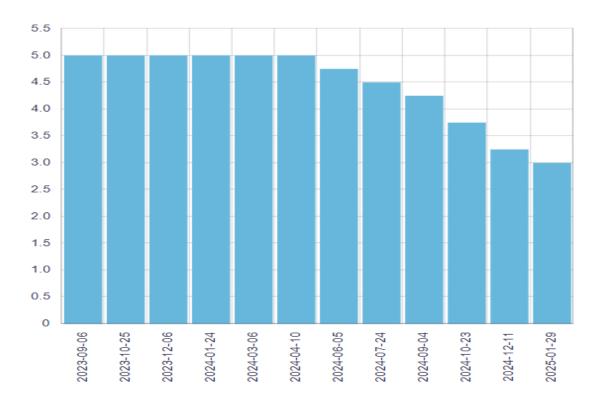
In a bid to maintain price stability and keep inflation close to the middle of 1% to 3% target range, the Bank of Canada (BoC) dropped policy interest rate a record five (5) times in 2024.

In contrast to 2023, where the BoC raised its policy interest rate three (3) times in a continued policy of quantitative tightening and to bring supply and demand back into balance and return inflation to target, 2024 initially saw policy interest rate drop from 5.00%, a rate that has held consistent from July 2023, to 4.75% in June 2024, marking the beginning of less restrictive monetary policies.

Subsequently, with decisions, guided by periodic assessments of the implications of inflation, balance between demand and supply in the economy, wage growth, corporate pricing behaviour, unemployment, and pressures from other parts of the economy, the BoC agreed that monetary policy no longer needed to be as restrictive and reduced the policy interest rate four (4) more times in 2024 by: 0.25 basis points (bps) in July, 0.25 bps in September, 0.50 bps in October and 0.50 bps in December 2024, to bring the target rate to 3.25%.

The BoC policy rate movements primarily affect the interest rates on various fixed income investments held by the City of Windsor, specifically guaranteed investment certificates (GlCs) and bonds (held within the ONE investment program). Rates are also affected by other GlC features like term, with longer term investments usually offering higher returns than shorter terms, and non-redeemable investments offering higher returns than redeemable ones.

Figure below illustrates the movement in the BoC policy interest rate for the period September 2023 to January 2025:



Sources: Bank of Canada

Throughout 2024, Administration continued to actively monitor changes in policy interest rates, and, when appropriate, actioned fixed rate investments leveraging higher prevailing rates, to enhance the City's overall investment returns. In 2024, twenty-one (21) general fund investments having a total value of \$237 million matured. The average rate of return on the maturing investments were 5.08%. Administration renewed those maturities at a higher average rate of return of 5.19% over varying investment timeframes.

2025 Investment Outlook and Strategy

While economic data suggests surprising underlying momentum in Canada, extreme uncertainty from potential U.S. policy changes has intensified, tempering growth prospects in the short run.

At the January 29, 2025, meeting, the BoC projected economic growth in Canada to rise to around 1.8% in 2025 and 2026, outpacing potential output, as excess supply is gradually absorbed. Inflation was projected to remain close to the BoC's 2% target. These projections, however, do not contemplate the increased uncertainty related to tariffs between Canada and the United States. In January 2025, the policy interest rate was reduced 0.25 bps to 3.0%. A second reduction followed in March of 2025 of 0.25 bps to 2.75%.

In 2025, \$244 million of investments in the general investment portfolio are due to mature, of which \$74 million (30%) are in Q1, \$45 million (18%) in Q2, \$33 million (14%)

in Q3 and \$92 million (37%) Q4. Administration will continue to monitor economic and market conditions to inform investment decisions, in accordance with the Act and the parameters as established by the City's Investment Policy.

Financial Matters

As indicated in the discussion section, the City uses a number of operating, capital, reserve, trust and sinking accounts and/or funds as a means to financially support various municipal programs and services as may be required during the year (i.e. operating programs) and over the course of time (i.e. capital projects). The annual operating budget includes a projection of investment income after an allocation is made to each of the reserve funds. The portion retained in the operating accounts assist in keeping the overall tax levy down. A conservative approach to the establishment of annual investment yields is taken in the development of budget estimates, as actual results are market based and difficult to project with any certainty. The development of an enhanced investment strategy, which incorporates both traditional investment activities through financial instruments as well as alternative investment options, will benefit the City through marginally overall higher returns and therefore less reliance upon the municipal tax base as a sole funding source.

Conclusion

This report serves to meet the legislative reporting requirements of the Municipal Act and to seek approvals, which will facilitate investment related activities with a goal to maximize investment yields.

Consultations

N/A

Approvals

Name	Title
Janice Guthrie	Commissioner of Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Appendices:

- 1 Appendix A General Investment Portfolio
- 2 Appendix B Trust Portfolio
- 3 Appendix C Arts Endowment Portfolio
- 4 Appendix D Windsor Essex Hospital Plan Portfolio

Appendix A

General Investment Portfolio as at December 31, 2024

Sector	Total Dec 31, 2024	% of Portfolio Dec 31, 2024	2024 Return	2024 Average Yield
Deposit Investments				
Schedule I and II Banks	\$307,513,671	55.32%	\$15,721,371	4.95%
Credit Unions	\$151,207,173	27.21%	\$7,816,709	5.00%
	\$458,720,844	82.53%	\$23,538,080	4.97%
Cash				
Schedule I Bank	\$97,078,708	17.47%	\$5,612,715	4.80%
Total	\$555,799,552	100.00%	\$29,150,795	5.05%

^{*}Average yield calculated based upon average investment balance within portfolio during 2024.

Appendix A

Details of specific deposit investments as at December 31, 2024 are listed below. Amounts stated reflect the principal investment **exclusive of accrued interest**.

Rate Type	Term Length	Description	Principal Balance Invested
Variable	30 Days Cashable	Notice Plan Investment Account, 4.95%	\$ 49,724,969
Variable	Cashable	Interest Bearing Business Account, 4.85%	\$ 25,487,082
		GIC - 5 months, 4.65%, matures Jan 26, 2025	\$ 4,820,707
		GIC - 6 months, 5.45%, matures Jan 23, 2025	\$ 16,710,187
		GIC - 6 months, 4.85%, matures Feb 10, 2025	\$ 8,654,187
		GIC - 6 months, 4.15%, matures Apr 26, 2025	\$ 3,400,000
		GIC - 1 Years, 5.85%, matures Jan 16, 2025	\$ 21,000,000
	6 Months ≤ 1 Year	GIC - 1 Years, 5.82%, matures Feb 20, 2025	\$ 2,047,907
		GIC - 1 Years, 5.60%, matures Mar 25, 2025	\$ 17,299,414
		GIC - 1 Years, 5.57%, matures Apr 26, 2025	\$ 13,656,382
		GIC - 1 Years, 5.55%, matures May 19, 2025	\$ 733,005
		GIC - 1 Years, 5.85%, matures Jun 02, 2025	\$ 16,700,000
	GIC - 1 Years, 3.97%, matures Dec 01, 2025	\$ 41,373,786	
Fire at		GIC - 2 Years, 5.50%, matures Feb 20, 2025	\$ 3,692,500
Fixed Term		GIC - 2 Years, 5.40%, matures Apr 24, 2025	\$ 10,541,479
		GIC - 2 Years, 5.45%, matures May 19, 2026	\$ 10,500,000
		GIC - 2 Years, 5.29%, matures May 22, 2026	\$ 4,606,090
		GIC - 3 Years, 5.15%, matures Aug 22, 2025	\$ 22,116,012
		GIC - 3 Years, 5.15%, matures Sep 27, 2025	\$ 11,221,221
	2 Years ≤	GIC - 3 Years, 5.40%, matures Nov 17, 2025	\$ 25,000,000
	10 Years	GIC - 3 Years, 5.05%, matures Nov 17, 2025	\$ 25,000,000
		GIC - 5 Years, 4.55%, matures Feb 7, 2028	\$ 18,000,000
		GIC - 5 Years, 3.93%, matures Nov 1, 2029	\$ 3,207,185
		GIC - 5 Years, 4.02%, matures Nov 1, 2029	\$ 20,000,000
		GIC - 6 Years, 3.94%, matures Nov 5, 2029	\$ 33,635,620
		GIC - 6 Years, 4.57%, matures Feb 9, 2029	\$ 22,000,000
		GIC - 6 Years, 5.03%, matures Nov 29, 2029	\$ 11,000,000
Total Deposit Investments \$ 442,127,733			

Trust Investment Portfolio

Sector	Balance as at December 31, 2024	% of Portfolio as at December 31, 2024	2024 Investment Return	2024 Average Yield*
Bonds Government of Canada, maturity December 1, 2024	\$484	0.00%	\$145,729	3.07%
Deposit Investments				
Credit Unions	\$2,175,014	21.02%	\$54,889	2.59%
Schedule I Bank	\$34,029	0.33%	\$624	1.65%
Cash				
Schedule I Bank	\$8,135,541	78.64%	\$402,326	5.08%
Total	\$10,345,068	100%	\$603,568	4.07%

^{*}Average yield calculated based upon average investment balance within portfolio during 2024.

Details of specific deposit investments as at December 31, 2024, are listed below. Amounts stated reflect the principal investment **exclusive of accrued interest**.

Description	Principal Balance invested as at December 31, 2024	%
GIC – 5 years, 2.60%, matures Sept 27, 2026	\$ 2,160,241	100.00%
Total Deposit Investments	\$ 2,160,241	100.00%

Arts Endowment Investment Portfolio

Sector	Balance as at December 31, 2024	% of Portfolio as at December 31, 2024	2024 Investment Return	2024 Average Yield*
ONE Investment Program Universe Bond Fund	\$2,620,664	83.14%	\$66,066	2.55%
Equity Fund	\$531,429	16.86%	\$109,397	21.91%
Total	\$3,152,093	100.00%	\$175,463	5.68%

^{*}Average yield calculated based upon average investment balance within portfolio during 2024.

The fund is recorded at book value inclusive of realized investment income. The below noted chart compares the book value to the market value as at December 31, 2024. This value is only realized at the time that units are redeemed.

Sector	Balance as at December 31, 2024	Market Value as at December 31, 2024	2024 Unrealized Market Value Gain (Loss)
ONE Investment Program			
Universe Bond Fund	\$2,620,664	\$2,515,884	-\$104,780
Equity Fund	\$531,429	\$691,483	\$160,054
Total	\$3,152,093	\$3,207,367	\$55,275

Windsor-Essex Hospital Plan Investment Portfolio as at December 31, 2024

Sector	Investment Balance	% of Portfolio December 31, 2024	2024 Return	2024 Average Yield
Deposit Investments				
Schedule I	\$35,428,846	40.45%	\$1,532,296	4.60%
Credit Unions	\$52,157,931	59.55%	\$2,756,362	5.63%
Total	\$87,586,777	100.00%	\$4,288,658	5.21%

^{*}Average yield calculated based upon average investment balance within portfolio during 2024.

Details of specific deposit investments as at December 31, 2024, are listed below. Amounts stated reflect the principal investment **exclusive of accrued interest**.

Description	Principal Balance Invested
5 years, 3.65%, matures Apr 7, 2027	\$508,000
5 years, 4.75%, matures Jul 14, 2027	\$3,875,000
6 years, 3.00%, matures Jul 27, 2027	\$4,241,212
10 years, 7.75%, matures Aug 1, 2027	\$10,775,721
9 years, 3.42%, matures Aug 3, 2027	\$1,100,000
4 years, 7.95%, matures Aug 3, 2027	\$ 3,727,112
8 years, 2.60%, matures Aug 26, 2027	\$3,875,000
6.5 years, 3.00%, matures Sept 16, 2027	\$ 4,758,365
5 years, 5.50%, matures Feb 22, 2028	\$ 4,633,560
5 years, 5.58%, matures Sept 19, 2028	\$17,472,760
5 years, 6.02%, matures Sept 20, 2028	\$ 18,026,204
5 years, 5.15%, matures Feb 25, 2029	\$ 5,000,000
5 years, 4.89%, matures Mar 01, 2029	\$ 5,800,000
Total Deposit Investments	\$ 83,792,934.00



Council Report: C 39/2025

Subject: 2025 Municipally Significant Event Status, Wards 2, 3, 4, 9

Reference:

Date to Council: April 14, 2025 Author: Will Alexander Special Events Supervisor 519-253-2300 ext. 2724 walexander@citywindsor.ca

Recreation and Culture Report Date: 3/10/2025 Clerk's File #: SR2025

To: Mayor and Members of City Council

Recommendation:

THAT the request from; Northern Heat Rib Series; Windsor Essex Leamington Jerk Fest; Rotary Club of Windsor (1918); Poutine Feast Ontario Inc.; SOTC Productions; Zuleeats; Sasha Dhillon; Diva's Delight Caribbean and Canadian Cuisine Inc.; Windsor-Essex Pride Fest; Zalent Creatives; Ontario Legacy Creations Inc.; and Walkerville BIA for approval of designation as 'municipally significant' for the purpose of applying for their Special Occasions Permit — Public Event **BE APPROVED** by City Council subject to the terms and conditions of the Special Event Agreement with the City; and further,

THAT City Council **APPROVE** the following proposed significant event dates for 2025:

Thursday, May 22, 2025, through Sunday, May 25, 2025

 Windsor Rib Fest (Riverfront Festival Plaza and Riverfront Civic Terrace) hosted by Northern Heat Rib Series

Friday, May 30, 2025, through Saturday, May 31, 2025

 Windsor Essex Leamington Jerk Fest (Charles Clark Square) hosted by Windsor Essex Leamington Jerk Fest

Friday, June 6, 2025, through Sunday, June 8, 2025

• Art in the Park (Willistead Park) hosted by Rotary Club of Windsor (1918)

Thursday, June 5, 2025, through Sunday, June 8, 2025

 Poutine Feast (Riverfront Festival Plaza and Riverfront Civic Terrace) hosted by Poutine Feast Ontario Inc.

Saturday, June 7, 2025

The Pier (Assumption Park- Pier) hosted by SOTC Productions

Saturday, June 13, 2025, through Sunday, June 15, 2025

- Carrousel of Nations
- African Village (189 Tecumseh Road West) hosted by Zalent Creatives
 Saturday, June 20, 2025, through Sunday, June 22, 2025
 - Carrousel of Nations
 - Indian Village (The City Market Windsor, 1030 Walker Road) hosted by Sasha Dhillon
 - o African Village (189 Tecumseh Road West) Hosted by Zalent Creatives
 - Ghanaian Village (Road closure behind Zuleeats, 2760 Howard Ave) hosted by Zuleeats

Friday, July 4, 2025, through Saturday, July 5, 2025

• Windsor Jerk Fest (Charles Clark Square) hosted by Diva's Delight Caribbean and Canadian Cuisine Inc.

Friday, July 18, 2025, through Sunday, July 20, 2025

SOTC Festival (Festival Plaza) hosted by SOTC Productions

Saturday, August 23, 2025

- The Hangar (Canadian Aviation Museum) hosted by SOTC Productions
- This event takes place on private property that does not hold a liquor license

Friday, August 8, 2025, through Sunday, August 10, 2025

 Pride Fest (Lanspeary Park and Outdoor Rink) hosted by Windsor-Essex Pride Fest

Friday, August 15, 2025, through Sunday, August 17, 2025

 Windsor International Diaspora African Festival (Lanspeary Park) hosted by Zalent Creatives Friday, August 22, 2025, through Sunday, August 24, 2025

 Windsor Asian Night Market (Festival Plaza) hosted by Ontario Legacy Creations Inc.

Saturday, September 6, 2025

• Taste of Walkerville (Road Closure, Wyandotte St E between Gladstone Ave and Devonshire Rd, Lincoln Rd to remain open to traffic)

Friday, September 19, 2025, through Sunday, September 21, 2025

 SOTC Lanspeary (Lanspeary Park and Outdoor Rink) hosted by SOTC Productions

Executive Summary:

N/A

Background:

The Alcohol and Gaming Commission of Ontario (AGCO) administers the Special Occasion Permit (SOP) program, which allows for the sale, service and in most cases consumption of liquor on special occasions, such as cash bars at weddings or private receptions, as well as larger scale events that are open to the public, such as charity fundraisers.

A Special Occasion Permit (SOP) is required any time liquor is sold or served anywhere other than in a licensed establishment or a private place. SOPs are for occasional, special events only, and not for personal profit or running an ongoing business.

AGCO defines a Public Event as an event that is advertised to the public to attend. These events can be advertised and fundraising and/or profit from the sale of liquor at the event is permitted.

Public Event permits can be issued for events of "municipal significance".

An event of municipal significance requires a designation by the municipality in which the event will take place. SOP applications for a municipally significant public event must be accompanied by either a municipal resolution or a letter from a delegated municipal official designating the event as municipally significant. Requests for municipal significance must be requested on an annual basis.

Discussion:

Previously, Council approved eleven (11) events as "municipally significant" at its meetings of March 18, 2024, as per CR 128/2024 CSSC 236 and April 22, 2024, as per CR 149/2024. Administration has received a request for sixteen (16) events for the 2025 season to be designated as "municipally significant".

All sixteen (16) events listed have received no objection from either Administration or the Special Events Resources Team (SERT). Administration has consulted with the local AGCO representatives (included as part of SERT), who did not object to any of the events applying for "municipal significance" status noted in this report.

The event organizers will be required to enter into an agreement with the Corporation to the extent similar to the other festivals and events that currently are presented at other City of Windsor municipal locations, including indemnifying the City of Windsor from liability associated with the event.

Administration notes that the designation of an event as "municipally significant" can be delegated to a municipal official, pursuant to <u>Section 3 of the Ontario Special Occasion Permit Guide</u>. Council could direct Administration to include this item in the next round of Delegation of Authority Bylaw updates, along with the requirement to notify Council when the designations are provided.

Risk Analysis:

There is a significant risk that if the sixteen (16) events noted in this report are not approved for Significant Event Status designation, they will not get approval for an SOP by the AGCO. If Significant Event Status were not approved, these public events would not be able to occur.

The consumption of alcohol within the festival/event site will occur at these events if they are granted an SOP. The applicant will be required to provide the required insurance. All liquor services will adhere to the AGCO regulations and the Municipal Alcohol Policy, which provides information that covers requirements for Smart Service staffing resources. These factors will mitigate the risk factor to the Corporation.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There are no financial implications to the City to approve the Significant Event Status designation for the events. The applicants hosting events on City owned public property would be required to rent the respective venue and pay the applicable fees as per the 2025 Schedule of Fees.

Consultations:

SERT (Special Events Resource Team)

Conclusion:

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

Planning Act Matters:

N/A

Approvals:

Name	Title
Will Alexander	Supervisor, Special Events
Emilie Dunnigan	Manager Development Revenue & Finance Administration
Michelle Staadegaard	Manager, Culture & Events
Jen Knights	Executive Director, Culture
James Chacko	Executive Director – Parks, Recreation, & Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Wira Vendrasco	City Solicitor
Ray Mensour	Commissioner, Community and Corporate Services/Deputy CAO
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:



Council Report: C 38/2025

Subject: Exemption to Noise By-law 6716 for Nighttime Construction Work – EC Row Expressway Ramps at Dougall Ave, Jefferson Ave and Lauzon Parkway – Wards: 7, 8 and 10

Reference:

Date to Council: April 14, 2024 Author: Daniel Durocher Technologist I 519-255-6560 x 4335 ddurocher@citywindsor.ca

Public Works - Operations Report Date: March 6, 2025 Clerk's File #: SW/14934

To: Mayor and Members of City Council

Recommendation:

That the following exemption requests to the provisions of the Noise By-law 6716 (as amended), **BE GRANTED**:

a. Specific exemption request:

The Public Works Department of the City of Windsor is requesting a noise by-law exemption for the time periods for the operation of construction equipment as dictated by the City of Windsor By-Law No. 6716 to allow construction work during nighttime hours.

b. Scope of Exemption:

The project limits are in the City of Windsor at EC Row Expressway involving the interchanges at Dougall Avenue, Jefferson Boulevard, and Lauzon Parkway.

c. Duration of Exemption:

This Noise By-Law Exemption is requested for the dates commencing on May 5, 2025, and continuous through August 1, 2025.

Executive Summary:

N/A

Background:

The City's Asset Management plan indicates EC Row Expressway Ramp pavement in the areas indicated are now deteriorated to the point that asphalt milling and paving of the ramps is required. The Operations department tendered this project in February to have EC Row Expressway entrance and exit ramps rehabilitated in the spring of 2025. This has been on Operation's agenda for the last 3 to 4 years.

The onsite project timing of EC Row Expressway ramp work is largely dependent on the tendering process (expected start date May 5, 2025) and planned to be undertaken within 20 working days. Due to weather, scheduling with other City projects and unforeseen circumstances, the noise exemption will end on August 1, 2025.

Discussion:

EC Row Expressway is a major expressway that connects the City's east and west sides. This section of EC Row Expressway is significantly deteriorated due to the heavy volumes of traffic and the annual freeze-thaw cycles: thus, requiring pavement reconstruction. The project consists of the following components:

- Removal of the existing surface and base asphalt by milling.
- The placement of base and surface hot mix asphalt by City of Windsor approved methods.

Construction activities for this project will be permitted to be carried out 5 nights a week, between the hours of 8:00pm to 6:00am per night to the extent that the construction operations will allow.

The properties adjacent to the project are primarily residential and manufacturing / industrial. Manufacturing / Industrial properties are normally rendered exempt as per the Noise By-law 6716, however, due to residential properties adjacent to this work as well as the proximity of other residential properties on adjacent streets to the project, Public Works is seeking a Noise By-Law Exemption to:

- Minimize the potential safety hazards during construction to the traveling public;
- Minimize the total duration of construction; and
- Minimize impact on daily travel in the construction zone.

The proposed nighttime works will involve the reconstruction of the road pavement within the right-of-way and will involve the use of the following noise producing machinery:

- Construction vehicles (i.e. dump trucks, material delivery trucks);
- Construction equipment (i.e. milling machines, vac trucks, sweepers);
- Asphalt paving units (i.e. steel drum rollers, pneumatic rubber tire rollers); and
- Power tools (i.e. air compressors, portable power generators).

The control of construction noise from these projects requires that the Contractors maintain equipment in a good operating condition that prevents unnecessary noise (e.g. machinery must be kept in good working order, and no excessive idling of equipment will be permitted). A notification area for the by-law exemptions is illustrated in Appendix A.

Risk Analysis:

Risk Description	Impacted Objective(s)	Risk Level	Mitigating Strategy / Status	Responsibility
Noise will exceed generally acceptable nighttime levels	Consideration of community	Low	To minimize noise nuisance from construction activities to adjacent businesses and private properties, private construction firms working under contract for the City will be required to minimize the idling of construction vehicles, maintain equipment in good working order, and apply standard noise mitigation measures. If construction noise complaints arise during construction, they will be investigated by City staff in an attempt to mitigate the concerns and reach a resolve to the complaint.	City / General Contractor

Climate	Change	Risks
---------	--------	-------

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

There is no financial impact to the City in granting the Public Works Department the requested exemption to By-Law 6716.

Consultations:

Property residents within 150m of the proposed works (refer to Appendix A).

Charles Hartford – Public Works Operations
Andrew Lewis – (A) Manager, Contracts, Field Services & Maintenance
James Chacko – Executive Director, Parks, Rec, and Facilities
Michael Chantler – (A) Sr. Executive Director Community Services

Conclusion:

Administration supports the Public Works Department's requested exemptions to the Noise By-law as nighttime work will minimize the duration of the construction works resulting in a return to normal traffic flow as quickly as possible.

Planning Act Matters:

N/A

Approvals:

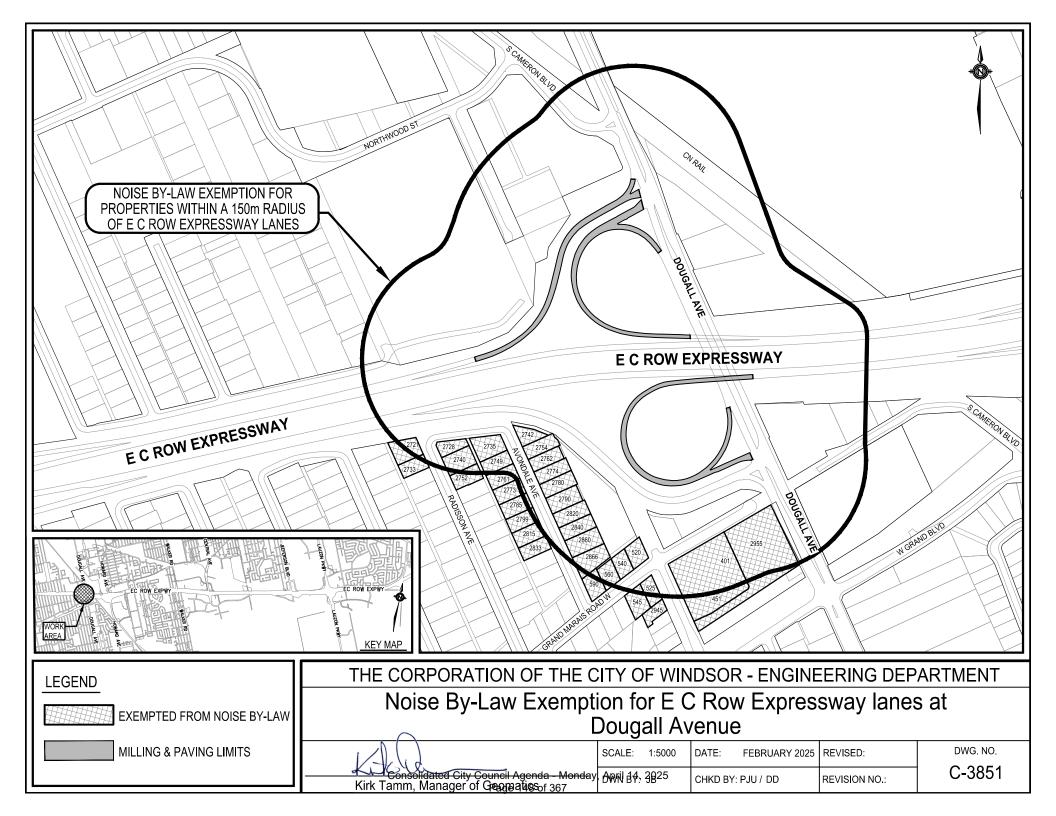
Name	Title
Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Phong Nguy	(A) Executive Director of Operations / Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Dana Paladino	(A) Senior Executive Director, Corporate Services
Ray Mensour	Commissioner, Community and Corporate Services / Deputy Chief Administrative Officer
Janice Guthrie	Commissioner of Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

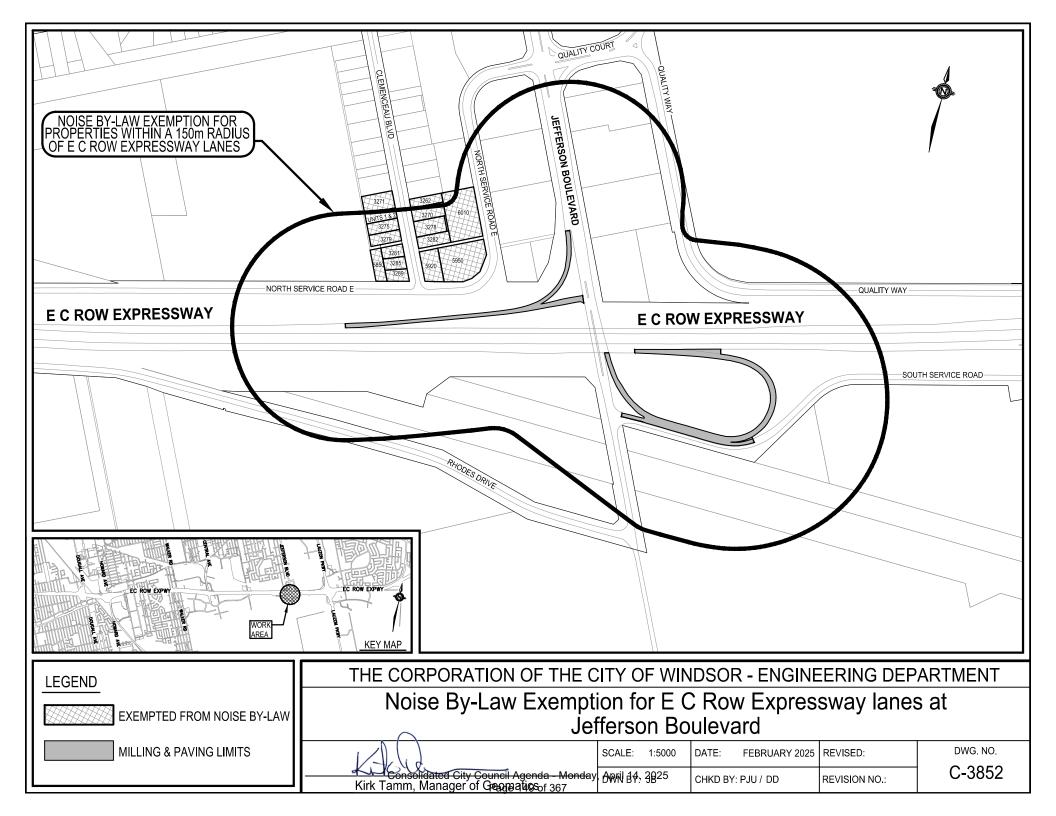
Notifications:

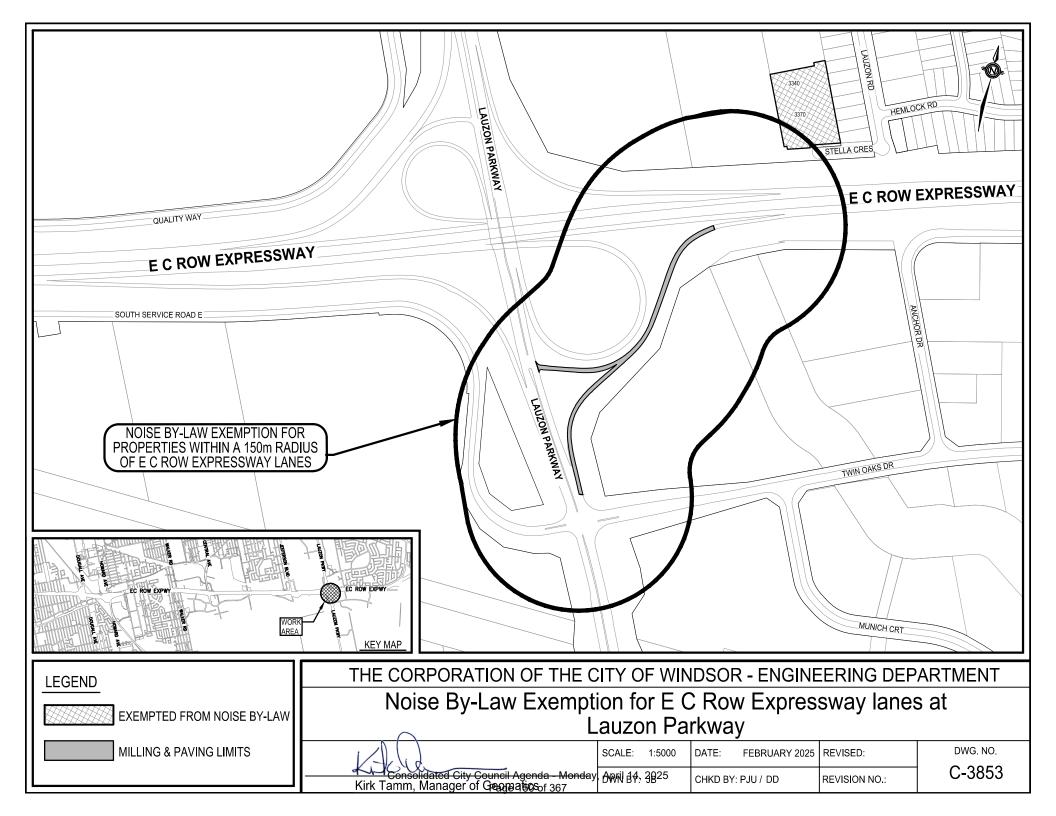
N/A

Appendices:

Appendix A - C-3851 – Noise Exemption for Dougall Ave. / EC Row Ramps Appendix B - C-3852 – Noise Exemption for Jefferson Ave. / EC Row Ramps Appendix C - C-3853 – Noise Exemption for Lauzon Parkway. / EC Row Ramp









Council Report: C 50/2025

Subject: 2024 Annual Report - Building Permit Fee Reserve Fund - City

Wide

Reference:

Date to Council: April 14, 2025

Author: Josie Gualtieri

Financial Planning Administrator

519-255-6100 ext. 1668 jgualtieri@citywindsor.ca

John Revell Chief Building Official 519–255-6267 x6444 jrevell@citywindsor.ca

Planning & Building Services Report Date: 3/27/2025 Clerk's File #: SB2025

To: Mayor and Members of City Council

Recommendation:

That the 2024 Annual Report on Building Permit Fees Reserve **BE ACCEPTED**.

Executive Summary:

N/A

Background:

Attached (Appendix A) is a copy of the 2024 Annual Financial Report on Building Permit Fee Reserve (Fund 180) ("BPFR" or "Reserve") to be received for information purposes. This Annual Report is issued pursuant to the requirements of Section 7(4) of the Ontario Building Code Act, as amended. Section 7(4) requires municipalities to report annually as stated below:

"Every 12 months, each principal authority shall prepare a report that contains such information as may be prescribed about any fees authorized under clause (1)(c) and costs of the principal authority to administer and enforce this Act in its area of jurisdiction."

Further to this, the principal authority shall make its report available to the public in the manner required by regulation OBC 1.9.1.1.

Municipalities are mandated to report annually the amount of building permit fees collected, and all costs related to the administration and enforcement of the Ontario Building Code Act, together with a statement of financial position of any established Building Permit Fee Reserve. Municipalities are not permitted to include costs associated with enforcement of property standards or other by-laws, nor can building permit fees be used to fund the costs of such work.

In July 2005, the City of Windsor established a Cost Stabilization Fund known as the Building Permit Fee Reserve as required under the Building Code Act. The purpose of this reserve is to hold cumulative annual operating surpluses, which would then be available to help offset any potential permit revenue declines inherent with the economic cycles of the building industry. A deficit in the BPFR, which may occur should building revenues not be sufficient to cover annual expenditures, can be addressed by increasing permit fees, reducing expenditures, subsidization from the general tax levy, or a combination of all three.

Costs reported on the statement include both Building Services direct costs as well as indirect Corporate support costs (collectively Building Services administrative expenditures). Financing charges incurred or revenue earned on any balances in the reserve are also itemized.

Section 7 of the Building Code Act does allow the municipality to raise Building permit fees to offset the current and future anticipated costs of providing service. There is no provision supporting retroactive recouping of losses. This means that fees cannot be adjusted to recover past revenue shortfalls thereby potentially penalizing future permit applicants.

Discussion:

General Considerations

Any surplus balance held in the BPFR is limited to uses related to the administration and enforcement of the Ontario Building Code act and the Ontario Building Code. The BPFR may be used to offset costs in future where revenues in any given year do not cover actual operating costs, or where there are anticipated new costs (i.e., new staff or capital expenditures), which are projected in future years. There is no limit specified in the Building Code Act with respect to the balance that accumulates within the Fund (either positive or negative).

Approximately 70% percent of the Building Services budget is directly attributed to carrying out the enforcement of the Ontario Building Code thus funded by way of a transfer from the BPFR. The remainder of the Building Services budget (approximately 30%) is funded from the municipal tax levy and provides for the enforcement of regulatory by-laws, property standards and the delivery of housing rehabilitation programs inspections, storm and sanitary sewer inspections and liquor license inspections.

Budgeted Draw from/Contributions to the BPFRF

Draws from and contributions to the Reserve are impacted by changes in Building Permit revenues and Building Services administrative expenditures.

The 2024 budgeted net draw on the Reserve was set at \$1,355,256. The budgeted draw on the Reserve is conservatively estimated as the additional amount needed, over and above anticipated revenue, in order to pay the total forecasted direct and indirect costs of Building Code Enforcement for the year. Every permit revenue dollar earned reduces the need to use the Reserve to pay for the total operating costs. To enhance revenue and to fund expenditures, Administration has recommended increases (mostly inflationary) in permit fees in most budget years. To reduce expenditures, Administration is looking at creating technical efficiency solutions and/or reductions in operating expenses would be required. It should also be noted that many factors can impact the services being provided. For example, Ontario Building Code Legislation is revised annually by the Provincial Government. Numerous changes can and do occur, which translate into more tasks being required of Building Code Enforcement Staff and consequently more staff time needed on projects.

The Reserve draws and contributions are based on actual results. In 2024 the volume of permits issued (2,042) was higher than 2023 volumes (1,793) however, the total construction value was slightly lower (\$1,118M) than that of 2023 (\$1,184M), Appendix B Construction value attached. Total Building Permit Related Fees collected increased by 29% year over year to \$15,520,508 in 2024. In terms of expenditures, actual direct costs incurred were 27% above 2023 results largely due to salary and benefit increases and renovation completed to Building department's portion of the 2nd floor of City Hall.

For 2024, a transfer of \$9,545,366 was made to the BPFR.

Additional Points of Information

Building Services has only limited control over the local economy and ability to forecast of how the economy will trend in the future. There are, however, significant developments currently under construction in the City of Windsor that will continue to generate a positive trend in the construction industry for the foreseeable future. Further, Planning projections suggest that current economic growth and development activity will continue in the coming years.

Copies of the Annual Report are made available to the public i.e. posted on the Corporate website. The City of Windsor will also post the report by letter to the construction industry via the Greater Windsor Home Builders Association, Windsor Construction Association and the Ministry of Municipal Affairs and Housing.

Risk Analysis:

There are no legal/risk management impediments to approving the recommendation in this report. Subsection 7(4) of the *Building Code Act* requires the municipality to prepare an annual report respecting building permit related fees. Factors affecting the Reserve balance are noted throughout the report.

Climate Change Risks

N/A

Financial Matters:

The budgeted operating draw from the Reserve for 2024 was \$1,355,256. Given the economic environment, the Building Permit activity revenue over expenses related to the administration and enforcement of the Ontario Building Code Act resulted in a contribution to the BPFR in the amount of \$9,545,366. Factors contributing to this amount includes \$8,868,014 from increased revenue and staff gapping savings of \$677,352. The table below shows 10-year historical operating contributions/(draws) against the Reserve since 2015.

History of Building Permit Fee Reserve Fund Operating Contributions/(Draw)

Year	Contribution/(Draw)
2024	\$9,545,366
2023	\$ 7,204,224
2022	\$ 1,588,877
2021	\$ 2,741,191
2020	\$ 223,919
2019	\$ 805,485
2018	\$ (127,148)
2017	\$ 432,800
2016	\$ 79,266
2015	\$ 145,774

The balance in the Building Permit Fee Reserve on December 31, 2024, was approximately \$20.1 million.

Construction Statistics

Appendix B (Historical Construction Values for Permits Issued 2016 - 2024) provides some construction statistics from the past decade recorded by Building Services. In 2024, industrial construction represented the largest contributor with residential construction in second in permit revenues collected. In contrast, the previous decade was when we saw much of the revenue coming from residential construction type projects.

Consultations:

Josie Gualtieri - Financial Planning Administrator

Mike Dennis - Manager, Strategic Capital Budget Development and Control

Conclusion:

The annual report on the Building Permit Fee Reserve Fund is provided in accordance with legislative and reporting requirements.

Planning Act Matters:

N/A

Approvals:

Name	Title
Emilie Dunnigan	Manager Development Revenue and Finance Administration
John Revell	Chief Building Official
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email		

Appendices:

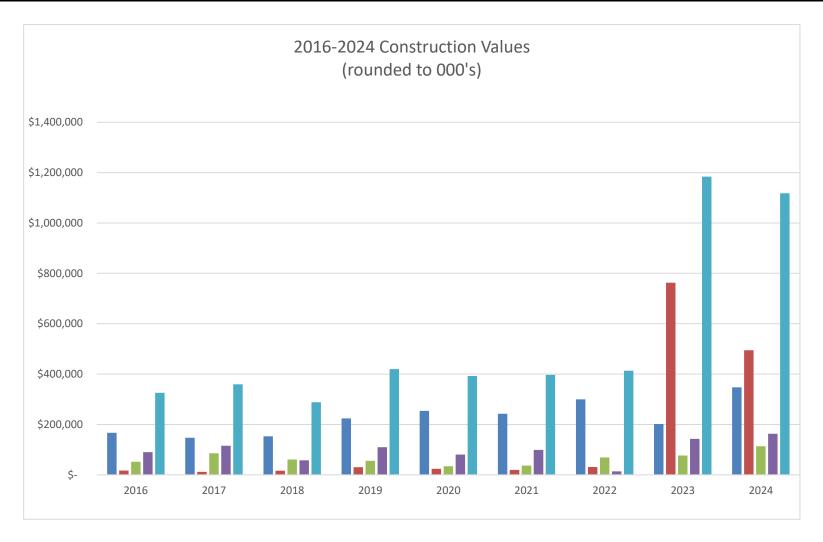
- 1 Appendix A 2024 Unaudited Annual Financial Report
- 2 Appendix B Historical Construction Values 2016-2024

APPENDIX A

CORPORATION OF THE CITY OF WINDSOR UNAUDITED ANNUAL REPORT OF BUILDING PERMIT FEE RESERVE For the year ending December 31st, 2024

		<u>2024</u>	<u>2023</u>	Year Over Year Comparison Increase/(Decrease)
BUILDING PERMIT RELATED FEES COLLECTED	(A)	\$15,520,508	\$12,029,530	\$3,490,978
DIRECT COSTS				
Permit Services Salary & Benefits Permit Services Other Costs		\$2,695,122 \$506,168	\$1,967,362 \$283,148	\$727,761 \$223,020
Inspection Services Salary & Benefits Inspection Services Other Costs		\$1,574,561 \$217,796	\$1,367,707 \$211,523	\$206,854 \$6,273
Building Admin. Geomatics		\$399,627 \$0	\$414,802 \$0	(\$15,175) \$0
Total Direct Costs	S	\$5,393,274	\$4,244,542	\$1,148,732
INDIRECT COSTS (Municipal Benchmarking Network Canada method utilized to allocate	program support costs	s)		
Facility Management Technology Services		\$114,767 \$230,311	\$97,708 \$318,739	\$17,059 (\$88,428)
Accounting & Finance		\$96,638	\$63,592	\$33,046
Human Resources Corporate Services Admin.		\$112,770 \$27,382	\$94,036 \$6,688	\$18,734 \$20,694
Total Indirect Cos	ets	\$581,868	\$580,764	\$1,104
TOTAL: DIRECT & INDIRECT COSTS	(B)	\$5,975,142	\$4,825,306	\$1,149,836
Calculated Legislated Permits Operating (Deficit)/Surplus	(A) - (B)	\$9,545,366	\$7,204,224	\$2,341,142
STATEMENT OF BUILDING PERMIT FEE RESERVES: fund 180				
Building Permit Fee Reserve Fund Opening Balance January 1st		\$10,106,529	\$2,613,049	\$7,493,480
Interest Charges/Earned and Finance Fee		\$452,795	\$289,256	\$163,539
Building Permit Fee (Deficit)/Surplus For The Year		\$9,545,366	\$7,204,224	\$2,341,142
Cumulative Building Permit Fee Reserve Fund at December 31st		\$20,104,689	\$10,106,529	\$9,998,160

	2016	2017	2018	2019	2020	2021	2022	2023		2024
Residential	\$ 166,517	\$ 147,306	\$ 153,011	\$ 224,014	\$ 253,994	\$ 242,348	\$ 299,585	\$ 202,062	\$	346,947
Industrial	\$ 17,049	\$ 11,642	\$ 16,533	\$ 30,183	\$ 23,981	\$ 19,402	\$ 30,917	\$ 762,485	\$	494,922
Commercial	\$ 52,116	\$ 85,368	\$ 60,666	\$ 55,884	\$ 34,024	\$ 36,423	\$ 68,904	\$ 76,503	\$	113,556
Institutional	\$ 90,033	\$ 115,176	\$ 57,717	\$ 109,551	\$ 80,636	\$ 98,612	\$ 13,707	\$ 142,875	\$	162,745
Total	\$ 325,715	\$ 359,492	\$ 287,927	\$ 419,632	\$ 392,635	\$ 396,785	\$ 413,113	\$ 1,183,925	\$ `	1,118,170





Council Report: C 51/2025

Subject: Capital Variance Report - September 30, 2024 - City Wide

Reference:

Date to Council: April 14, 2025

Author: Mike Dennis

Manager, Strategic Capital Budget Development & Control

519-255-6100 x6343 mdennis@citywindsor.ca

Asset Planning

Report Date: 3/28/2025

Clerk's File #: AF/14854 & AF/14585

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE** for information the 2024 Life-to-Date Capital Variance Report as at September 30, 2024; and,

Whereas on February 21, 2025, the 2025 10-year Capital Budget was deemed approved via Mayoral Decision MD08-2025 and subsequently as a result of the requests outlined in this report that will allow projects to proceed in an efficient and effective manner, be it further resolved:

THAT City Council **DIRECT** the City Treasurer to effect the transfers to and from existing capital projects/reserves as identified within Appendix A – Summary of Capital Project Variances; and,

THAT City Council **AUTHORIZE** the return of \$1,345,000 in City Social Housing Reserve (Fund 216) and \$312,163 in Pay-As-You-Go Reserve (Fund 169) funds previously applied to Capital project (7232006) to their original funding source, and,

THAT City Council **AUTHORIZE** the transfer of all expenses charged to Capital project (7232006) to the Housing Solutions project (7241017), after which Capital project (7232006) will be closed.

Executive Summary:

Not applicable.

Background:

Administration reports to City Council semi-annually on the status of all open/active capital projects. City Council approved the last semi-annual Capital Variance Report

ending March 31, 2024, on July 22, 2024 with CR336/2024. This report reflects the status of projects as at September 30, 2024 and also incorporates various reallocations, transfers, and other funding recommendations as necessary, in order to ensure capital works can proceed as planned, in an efficient and effective manner.

Discussion:

As of September 30, 2024 there were 560 capital projects that are open and/or active with total budgeted expenditures of approximately \$1.84 billion. Projected variances are based on information as at September 30, 2024 and may continue to fluctuate until projects are officially completed and closed, with all costs being fully accounted for. This is especially true for projects that have not started or are just starting. Based on current available information within the 560 open/active projects, 528 are projected to be materially on budget, 19 are projected to be completed with a surplus and 13 are projected to be in a deficit position. Despite Administration's best efforts to project anticipated variances, it should be noted that 187 of 560 (33%) of the total open projects have incurred expenditures of only 25% or less of their approved budget. Given that these projects are in their early stages, there is still the very real likelihood of shifts in the current variance projections as the projects proceed to completion. These projects continue to be closely monitored by Project Leads, Financial Planning and Asset Planning, with anticipated variances brought forward as part of future variance reports, where needed.

A summary of the surpluses and deficits are laid out in Table 1 which can be found in the Financial Matters section of this report.

Appendix A – Summary of Capital Project Variances provides details of projects within each Program/Category which are projecting or have realized a surplus or deficit upon project completion. Standard practice for projected surpluses is to return any remaining funding back to its original source. In instances where there is an expected deficit, recommendations to reallocate surplus funds are made in order to balance and close completed projects. Where surplus funds are not available to offset project deficits, alternative funding sources are identified.

Further to the above noted process, any projects which meet the criteria established per the Capital Project Reporting Policy (CR429/2010) must also be reported to Council in a separate report. CR429/2010 states: "Capital projects whose final financial position is a deficit greater than 10% of net budget AND greater than \$500,000, will BE SUBJECT to a separate report to Council outlining the reasons for the deficit". For the current reporting period covering April 1, 2024 through September 30, 2024, there were no projects identified which meet this criteria.

Inflation Considerations

During and after the COVID-19 pandemic, the City experienced inflation that saw construction tenders exceed City budgets in excess of 15% to 20%. In an effort to manage and address significant inflationary impacts, Council approved, as part of the 2023 Capital Budget, the creation of the Corporate Inflation Mitigation project, 7235001. Accessing these funds is permitted through a CAO report with a requirement to report use of these funds to Council through the Capital Variance report. During the current reporting period covering April to September 2024, Council approved draws totalling \$2,705,857 via CR 246/2024 and CR 298/2024. Additionally, CAO approval was provided via CAOP 80/2024 for an additional draw of \$193,965. The following table provides information on the current balance of the project.

Description	Sewer Surcharge - Fund 153	Pay-As-You-Go - Fund 169	Service Sustainability - Fund 221	Total
2023 Budget	5,000,000	5,000,000	5,000,000	15,000,000
2024 Budget	1,584,217	-	-	1,584,217
Total	6,584,217	5,000,000	5,000,000	16,584,217
Less: Council Approved Funding as of March 2024	(1,588,000)	(1,897,416)	-	(3,485,416)
Less: Funding Used - April to September 2024	(405,857)	-	(2,493,965)	(2,899,822)
Remaining Funds	4,590,360	3,102,584	2,506,035	10,198,979

While inflation concerns have moderately subsided, preliminary indications for 2025 indicate that these funds will continue to be required through 2025 as a number of capital projects work towards completion. It should also be noted that the current economic environment, specifically as it relates to potential tariffs from the United States and reciprocal economic measures introduced by Canada, introduces some uncertainty.

Although Administration considers inflationary pressures in all capital project estimates, it is difficult, if not impossible, to determine what impact tariffs or other economic measures undertaken by Canada and other countries may have on the City's ability to complete capital projects with currently available funding. Administration continues to work on developing strategies and guidelines that can be used to deal with significant price increases and uncertainty in the market and continues to monitor prices closely.

Risk Analysis:

The Capital Project Variance Report continues to reflect a low risk to the organization as capital projects are generally managed within budget and available surpluses are generally able to offset any projected deficits. Monthly monitoring by the Project Leads, Financial Planning and Asset Planning ensures any issues are addressed immediately and, if necessary, reported to Council.

As of September 30, 2024, there are approximately \$660 million in approved budgeted expenditures which have yet to be incurred. Asset Planning and Project Leads provide

updated projections on expenditures for significant projects to ensure cash flow projections include and consider this information.

Climate Change Risks

Climate Change Mitigation:

Not applicable.

Climate Change Adaptation:

Not applicable.

Financial Matters:

There are currently 560 open and/or active capital projects with total budgeted expenditures of approximately \$1.84 billion. The amounts in this report are reflected as at September 30, 2024 and therefore may vary from current figures. The following table summarizes, by Service Area and project type, the projected surplus / (deficit), as well as the amount of funding returned to source and transferred from reserves. As previously noted, a number of projects are not reporting or projecting variances at this time and are therefore not included in Table 1 below.

Table 1

Capital Project Variances, by Service Area and Project Type - September 30, 2024

Service Area	Project Type	Funding Returned to Source	Funding Transferred from Reserves	Total Surplus / (Deficit)	
Mayor's Office - Total		-	-	-	
Economic Development	Transit Windsor Planning / Development	-	(381) (7,029)	(381) (7,029)	
Economic Development -		-	(7,410)	(7,410)	
Infrastructure Services	Sewer Rehabilitation Storm Sewers Corporate Facilities	1,363,111 2,197,201 12,611	- - -	1,363,111 2,197,201 12,611	
	Pollution Control Road Rehabilitation Traffic Operations and Parking Services	2,548,599 -	(10,057) - (1,439)	(10,057) 2,548,599 (1,439)	
Infrastructure Services -	Total	6,121,522	(11,496)	6,110,026	
Community Services Community & Corporate	Design & Development Services - Total	109,378 109,378	-	109,378 109,378	
Finance	Corporate Asset Planning	1,664,932	-	1,664,932	
Finance - Total		1,664,932	•	1,664,932	
Human & Health Services	s - Total	-	-	-	
Agencies and Boards - T	otal	-		-	
Grand Total		7,895,832	(18,906)	7,876,926	

Projected surpluses totalling \$7,876,926 are being reported as part of this update to Council and returned to or funded by transfers from reserves. Appendix A – Summary of Capital Project Variances highlights the details of those projects which are projected to or have realized a surplus or deficit position and provides recommendations on transfers to close out the projected project balances. The reported transfers should be considered estimates at this time as there could be minor differences between balances as of September 30th and when projects are finally closed upon Council approval.

Capital Project (7232006)

In 2024 City Council authorized the purchase of the property located at 874 Giles Boulevard East. Funding for this purchase was provided through a transfer of \$1,657,163 from the City Social Housing Reserve (Fund 216) with the balance from the Pay-As-You-Go Reserve (Fund 169).

The Housing Solutions project (7241017) was subsequently approved and created in 2024 to record the expenses related to properties owned by the City, which could be offered for redevelopment in order to increase Windsor's housing supply. This project is currently in a deficit however Administration intends to offset this deficit with future proceeds from the sale of these properties.

Given that the acquired property at 874 Giles has been promoted as an upcoming property under the Housing Solutions project, Administration recommends that the costs associated with the purchase be transferred over and tracked as part of this corporate project. This will then allow for much needed funds in the City Social Housing Reserve (Fund 216) to remain available as needed to support community initiatives and additional funding being returned to or unencumbered in, the Pay-As-You-Go Reserve (Fund 169).

Consultations:

All project leads and their respective Financial Planning Administrators provided capital project status updates to augment the analysis performed by the Manager, Strategic Capital Budget Planning & Development. Additional consultations are as follows:

- Ray Mensour Commissioner, Corporate & Community Services
- David Simpson Commissioner, Infrastructure Services
- Andrew Daher Commissioner, Human & Health Services
- Jelena Payne Commissioner, Economic Development

Conclusion:

A comprehensive report on all open/active capital projects indicates that overall, the 560 projects are currently trending towards an overall net surplus position. Given the number of projects and the fact that construction of many will continue into the following year and beyond, significant fluctuation in the projections is likely. Regular reports will keep Council apprised of the projects' status as they proceed.

Planning Act Matters:

Not applicable.

Approvals:

Name	Title
Mike Dennis	Manager, Strategic Capital Budget Development & Control
Natasha Gabbana	Senior Manager, Asset Planning
Janice Guthrie	Commissioner, Finance / City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Appendix A – Summary of Capital Project Variances – September 30, 2024

<u>APPENDIX A – Summary of Capital Project Variances – September 30, 2024</u>

Listed below is a summary by Department/Program as to the status of each capital project portfolio. Projects with variances are detailed in a table within the respective Department/Program summary.

Mayor's Office

Mayor's Office:

There are five active capital projects in this area that are being administered by the Mayor's Office, with no projected variance to report at this time.

Office of the Commissioner of Economic Development

Economic Development:

There are three active capital projects in this area that are being administered by the Economic Development department. No variances are being reported at this time.

Environment Sustainability & Climate Change:

The are five active capital projects in this area. No project variance is anticipated at this time.

Transit Windsor:

There are 23 active capital projects in this area that are being administered by Transit Windsor. One project, 2022 Transit Windsor Fleet Refurbishment/Repairs (7221028), is reporting a deficit of (\$381).

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
2022 Transit Windsor Fleet	(\$381)	This project is complete and can be CLOSED
Refurbishment/Repairs		as it consisted of the annual allotment for
(7221028)		refurbishing the Transit Windsor fleet to
		extend the useful life of the buses in 2022.
		Administration recommends funding the
		deficit with a transfer from the Service
		Sustainability Reserve, Fund 221.

Planning Development:

There are 20 active capital projects in this area that are being administered by the Planning and Development Services department. Two projects are reporting a combined deficit of (\$7,029) and are detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Sandwich South Secondary	(\$871)	Project is complete and can be CLOSED.
Plans (7071166)		Future Secondary Plans will be required for
		the remaining Sandwich South Lands to
		provide specific schedules and policies for
		those areas where more detailed directions
		for land use, infrastructure, transportation,
		environment, urban design or similar matters

		are required beyond the general framework provided by the Official Plan. Future budget allocations will be required to complete these plans. Administration recommends funding this deficit with a transfer from the Pay-As-You-Go Reserve, Fund 169.
Streamline Development Transfer Payment Agreement (7221061)	(\$6,158)	Project is complete and can be CLOSED as it was largely funded by the Streamline Development Approval Fund (SDAF) to aid in the development process of applications and to make digital improvements. Administration was notified by the grant provider that a lower amount of funds than initially budgeted would be received which resulted in a deficit. Administration recommends funding this with a transfer from the Pay-As-You-Go Reserve, Fund 169.

Office of the Commissioner of Infrastructure Services

Roadways:

There are 28 active capital projects in this area that are being administered by the Engineering department. One project can be closed with the surplus being redirected as recommended below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Economic Development – Land Assembly (7101026)	\$455,425	Project is complete and can be CLOSED. Administration recommends transferring this surplus to 7242009 - Excess Soil Management
Excess Soil Management (7242009)	(\$455,425)	to support work related to a reuse site. This project was created to fund exploratory work, testing, consulting fees, internal management and on-site labour, equipment and materials necessary to implement a beneficial reuse site for excess soil management on City owned lands. This site is projected to save on construction costs and prepare further City owned lands for development by raising the lands in accordance with flood proofing recommendations by the Essex Region Conservation Authority. Administration recommends transferring the surplus from 7101026- Economic Dev – Land Assembly to fund this anticipated deficit and support ongoing work related to a reuse site.

Sewer Rehabilitation:

There are 39 active capital projects in this area that are being administered by the Engineering department. In total, there are four projects to be closed with surpluses of \$1,363,111 detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Aubin Rd-Seminole to Alice (7201026)	\$486,719	Work in this area is complete and the project can be CLOSED. Administration recommends returning this surplus to its original funding source in the Sewer Surcharge Reserve, Fund 153.
Jos St. Louis-Tecumseh/Rose Ave (7181008)	\$309,290	Work in this area is complete and the project can be CLOSED. Administration recommends returning this surplus to its original funding source in the Sewer Surcharge Reserve, Fund 153.
Bernard-Tecumseh-Guy Ward 5 (7171060)	\$304,218	Work in this area is complete and the project can be CLOSED. Administration recommends returning this surplus to its original funding source in the Sewer Surcharge Reserve, Fund 153.
Matthew Brady-St. Rose/Edgar (7164007)	\$262,884	Work in this area is complete and the project can be CLOSED. Administration recommends returning this surplus to its original funding source in the Sewer Surcharge Reserve, Fund 153.

Storm Sewers:

There are 13 active capital projects in this area that are being administered by the Engineering department. One project can be closed with the surplus redirected as noted below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Grove/Campbell/McKay Storm Sewer (7062004)	\$2,197,201	This project is complete and can be CLOSED. Funding was previously used for the separation of combined sewers within the catchment area of the Campbell/University Combined Sewer Separation and Stormwater Management Strategy study (the Catchment Study). Subsequently the Sewer and Coastal Flood Projection Master Plan (SMP) established a new level of service and sewer separation strategy for the Catchment Study area, which rendered the Catchment Study recommendations no longer valid. Administration recommends returning this surplus to its original funding source in the Sewer Surcharge Reserve, Fund 153.

Sanitary Sewers:

There are three active capital projects in this area that are being administered by the Engineering department. No project variance is anticipated at this time.

Corporate Projects:

There are 28 active capital projects in this area that are being administered by the Corporate Projects division. No project variance is anticipated at this time.

Corporate Facilities:

There are 20 active capital projects in this area that are being administered by Corporate Facilities. Five projects are reporting a combined surplus of \$12,611 and are detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Corporate Heating & Cooling Repair Program (7142000)	\$48,672	Project is ongoing as it funds preventative maintenance and capital repair activities for heating and cooling systems at City facilities. Administration is recommending transferring this anticipated surplus to fund the deficit in 7142001- Corporate Boiler Replacement Program before merging the two projects to fund heating and cooling repairs under one project.
Paul Martin Building- Elevator Modernization (7211061)	\$12,611	Work on modernization to elevators at the Paul Martin Building (PMB) is complete and this project can be CLOSED. Administration recommends transferring the remaining surplus to its original funding source, the Pay-As-You-Go Reserve, Fund 169.
Corporate Heritage Property Maintenance (7249000)	\$3,590	This project is ongoing as it maintains various corporate heritage sites including the Capitol Theatre. Administration recommends transferring a small portion of the remaining funding in this project, \$3,590, to fund the deficit in 7211052- Capitol Theatre - Legacy Grant.
Capitol Theatre – Legacy Grant (7211052)	(\$3,590)	This project was created to track various upgrades at the Capitol Theatre, including stage upgrades and video/lighting equipment, and has now received all the approved grant funding. Administration is recommending a transfer from the Corporate Heritage Property Maintenance project (7249000) to fund this shortfall as it includes expenses related to the property. The project can then be CLOSED.
Corporate Boiler Replacement Program (7142001)	(\$48,672)	This project funds replacements and repairs of boilers at various corporate facilities on an asneeded-basis, largely due to aging units. Administration is recommending this project be CLOSED and funding the current deficit with a

transfer from the Corporate Heating & Cooling Repair Program project (7142000). As part of 2025 Capital Budget, amounts approved in principle in the Corporate Facilities Boiler
Replacement Program (PFO-003-14) have been
reallocated and merged into the Corporate
Mechanical Systems Replacement/Repair
Program (PFO-009-11) and will now only
require the existence of one project, 7142000, to
address ongoing needs.

Development:

There are eight active capital projects in this area that are being administered by the Design & Development division. This division has no variance anticipated at this time.

Pollution Control:

There are 84 active capital projects in this area that are being administered by the Pollution Control department. These projects are largely funded from the dedicated Pollution Control Reserve with one project, LRWRP Biorem Rehabilitation (7191029), reporting a deficit of (\$10,057).

Projects with Projected	(Deficit)/Surplus	Brief Explanation
Deficit/Surplus	Amount	
LRWRP Bioremediation	(\$10,057)	Funding for items related to the bioremediation
Rehabilitation (7191029)		area is complete and this project can be
		CLOSED. Administration is recommending
		funding this deficit with a transfer from the
		Pollution Control Reserve, Fund 208.

Environmental Services:

There is one capital project being administered by the Environmental Services division, which is expected to come in on budget.

Contracts & Field Services:

There are five active capital projects in this area that are being administered by the Public Works Operations department. No project variance is currently expected.

Road Rehabilitation:

There are 12 active capital projects in this area that are being administered by the Public Works Operations department. There are three projects, as identified in the table below, anticipating an overall surplus of \$2,548,599.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
2022 Road Rehabilitation (7221001)	\$1,659,727	Project is complete and can be CLOSED. Surplus is a result of scope of work changes. Rehabilitation work was completed on several roadways throughout the City including

		Westminster, Josephine, Rooney, Langlois, Jacob, Stanley, Lionel, Waverly, Lincoln, Kildare, Gladstone, Central, Ojibway, and EC Row. Upon release of final holdback, project can be CLOSED. Administration recommends returning surplus funds to its original funding source, the Canada Community-Building Reserve, Fund 176.
2021 Bridge Rehabilitation (7211030)	\$486,693	Project is complete and can be CLOSED. Administration recommends returning this surplus to its original funding source, the Canada Community-Building Reserve, Fund 176.
2022 Bridge Rehabilitation (7221009)	\$402,179	Project is complete and can be CLOSED. Rehabilitation of the Glenwood Pedestrian Bridge at Grand Marais Drain, Lauzon Parkway at CPR, Ouellette at CPR, and Central at CPR are now complete. Administration recommends transferring this surplus to its original funding source, the Service Sustainability Reserve, Fund 221.

Transportation Planning:

There are nine active capital projects in this area that are being administered in the Transportation Planning area. Administration has no variance to report at this time.

Traffic Operations and Parking Services:

There are 15 active capital projects in this area that are being administered by the Traffic Operations and Parking Services division. One project, Variable Message Sign Upgrades (7221008), is reporting a deficit of (\$1,439) and is detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Variable Message Sign Upgrades (7221008)	(\$1,439)	All units have been delivered and are in service. This project can be CLOSED. Administration recommends funding this deficit with a transfer from its original funding source, the Service Sustainability Reserve,
		Fund 221.

Fleet Operations:

There are 21 active capital projects in this area that are being administered by the Public Works Operations department. Two projects are reporting a combined variance that offset each other as detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
2022 Fleet Additions and Upgrades (7221005)	\$10,825	Ordering and delivery of units remains ongoing to address the excessive backlog in procurement. Significant delays are being

		experienced due to vendor production delays and availability of pricing and incentive information. Administration, however, is recommending transferring funds from this project to mitigate a deficit in 7211034- 2021 Additional Fleet Equipment so the project can be closed.
2021 Additional Fleet Equipment (7211034)	(\$10,825)	Project is complete with all units delivered and can now be CLOSED. Costs for this 2021 project came in higher than anticipated due to several issues with procurement such as loss of municipal discounts and incentives, supply chain issues due to the pandemic, and pricing increases for all equipment. Administration recommends transferring surplus funds from 7221005- 2022 Fleet Additions and Upgrades to fund this deficit.

PW Maintenance:

There are six active capital projects in this area that are being administered by the Public Works Operations department. Administration has no variance to report at this time.

Technical Support:

There is one active capital project in this area that is being administered by the Technical Support division. The Information IPS Hansen Asset Management System project (7209001) is expected to come in on budget.

Office of the Commissioner of Corporate & Community Services

City Solicitor:

There are nine active capital projects in this area that are being administered by the Legal Department. Administration has no variance to report at this time.

Records and Elections:

There are two active capital projects in this area that are being administered by the Council Services department. Administration has no variance to report at this time.

<u>Information Technology</u>:

There are 17 active capital projects in this area that are being administered by the Information Technology department. Administration has no variance to report at this time.

Human Resources:

There are eight capital projects in this area that are being administered by the Human Resources department. Administration has no variance to report at this time.

Fire and Rescue:

There are 15 active capital projects in this area that are being administered by the Fire and Rescue department. Administration has no variance to report at this time.

Cultural Affairs:

There are seven active capital projects that are being administered by the department. Three projects are reporting a combined variance that offset each other as detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Rosalie Trombley Sculpture (7221066)	\$35,000	This sculpture has been installed and minor repairs completed. Administration recommends this project be CLOSED and surplus funds be transferred to offset the deficit in 7201033- You + Me Sculpture, with the remaining balance transferred to 7245002-
You + Me Sculpture (7201033)	(\$5,726)	Monument & Sculpture Repairs. This project can be CLOSED. Administration is recommending transferring surplus funding from 7221066- Rosalie Trombley Sculpture to offset this deficit.
Monument & Sculpture Repairs (7245002)	(\$29,274)	This project is ongoing and was required to commence repairs on various monuments and sculptures to reduce public risk. Administration recommends transferring surplus funds from 7221066- Rosalie Trombley Sculpture to support this work.

Recreation Facilities:

There are nine active capital projects in this area that are being administered by the Recreation & Culture department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Forestry:

There are three active capital projects in this area that are being administered by the Forestry division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Horticulture:

There is one active capital project in this area. The Bright Lights project (7171089) is currently expected to come in on budget and does not have a variance to report.

Parks Operations:

There are seven active capital projects in this area that are being administered by the Parks Operations division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Parks Design & Development:

There are 44 active capital projects in this area administered by the Parks Design & Development division. Ten projects are reporting a combined surplus of \$109,378 and are detailed below.

Projects with Projected	(Deficit)/Surplus	Brief Explanation
Deficit/Surplus	Amount	W 1 4 P' '1 P 1 1' 1'
Riverside Park-Parking Lot (7191036)	\$183,761	Work on the Riverside Park parking lot has been completed and this project can now be CLOSED. Administration recommends transferring \$106,794 to 7201031- Riverside Miracle Park and \$45,257 to 7211005- ICIP COVID-Meadowbrook to address deficits in those projects before returning the remaining balance to its original funding source in the Service Sustainability Reserve, Fund 221.
Wildwood Drive Development (7245000)	\$61,937	Land acquisition and related development costs were funded through this project from the Parkland Acquisitions Reserve, Fund 151, and have now been completed. Administration recommends returning the remaining surplus to its original funding source to support future opportunities in parkland acquisitions. This project can be CLOSED.
Shore Wall Capital Improvements (7209006)	\$11,936	Shoreline protection at Assumption Park included funding for the design and installation of safety railings and internal project management costs. Work in this area is complete and the project can be CLOSED. Administration recommends returning the remaining surplus to its original funding source, the Service Sustainability Reserve, Fund 221.
Wigle Park - Phase 2 (7186000)	\$3,795	The SPC/ERCA requirement to have an oil grit separator (OGS) unit and a stormwater containment system installed has been completed. Administration is recommending returning this surplus to its original funding source in the Service Sustainability Reserve, Fund 221.
ICIP COVID – Central Park (7211003) / ICIP COVID – Southdale (7211004) / ICIP COVID – Bellewood (7211007)	\$0	All upgrades are complete and final payments have been received from the Investing in Canada Infrastructure Program (ICIP) COVID-19 Resilience Infrastructure Grant. All three of these projects can be CLOSED.
ICIP COVID-Meadowbrook (7211005)	(\$45,257)	Upgrades at Meadowbrook are complete and final payments have been received from the Investing in Canada Infrastructure Program (ICIP) COVID-19 Resilience Infrastructure Grant. Due to a difference in timing of when work was completed and grant funds were received, internal financing costs were

		charged to this project creating a deficit. Administration recommends funding this shortfall with a transfer from 7191036-Riverside Park-Parking Lot. This project can then be CLOSED.
Riverside Miracle Park (7201031)	(\$106,794)	Construction and installations at Riverside Park have been completed to include wellness tracks, bleachers, accessible dugouts, workout stations and accessible picnic tables. This project can be CLOSED. Administration recommends funding the deficit with a transfer from 7191036- Riverside Park- Parking Lot.

Facilities Operations:

There are eight active capital projects in this area administered by the Facilities Operations department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Windsor Public Library:

There are 11 active capital projects in this area that are being administered by the Windsor Public Library and Corporate Projects. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Office of the Commissioner of Finance & City Treasurer

Corporate Asset Planning:

There are 19 active capital projects in this area that are being administered by the Asset Planning department. One project, Point East Development- Land Acquisition (7221053), is reporting a surplus and is detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Point East Development- Land Acquisition (7221053)	\$1,664,932	Land Acquisition at the NextStar Energy site is complete. This project can be CLOSED. Administration is recommending transferring this surplus to the Industrial Sites Development Reserve, Fund 140, which was used to fund the Point East Development – Site Servicing project, 7221006.

Financial Accounting:

There are two active capital projects in this area that are being administered by the Financial Accounting department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Financial Planning:

There are six active capital projects in this area that are being administered by the Financial Planning division. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Taxation and Financial Projects:

There are four active capital projects in this area that are being administered by the Taxation and Financial Projects department. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Office of the Commissioner of Human & Health Services

Huron Lodge:

There are 11 active capital projects being administered by Huron Lodge. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Employment and Social Services

There is one active capital project being administered by Employment and Social Services. One project, the Windsor Regional Employment Network project (7239000), is detailed below.

Projects with Projected Deficit/Surplus	(Deficit)/Surplus Amount	Brief Explanation
Windsor Regional Employment Network (7239000)	\$0	This project is complete and can be CLOSED. The original intent was to pay for project costs over 10 years, however, additional unrestricted Provincial funding was received and applied to the project deficit to avoid further financing charges.

Housing and Children's Services:

There are three active capital projects being administered by Housing and Children's Services. No variances are being reported at this time.

Agencies and Boards

Windsor Police Services (WPS):

There are 15 active capital projects in this area that are being administered by various WPS divisions. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Roseland Golf and Curling Club:

There are three active capital projects in this area that are being administered by the General Manager at Roseland. No project variance is anticipated as all of these projects are currently expected to come in on budget.

Windsor Airport:

There are five active capital projects in this area that are being administered by the Corporate Projects division. No project variances are anticipated at this time.

Handi-Transit:

There is only one active capital project active in this area that is being administered by Handi-Transit/Transit Windsor. The Handi-Transit Bus Acquisitions project (7191019) is expected to come in on budget.



Council Report: S 27/2025

Subject: Expansion of Cycling Infrastructure – Wards 5, 6 & 8

Reference:

Date to Council: April 14, 2025
Author: Kathy Quenneville
Active Transportation Coordinator
519-255-6100 ext. 6287
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Public Works - Operations
Report Date: March 4, 2025
Clerk's File #: MB/5331

To: Mayor and Members of City Council

Recommendation:

- I. THAT City Council **DIRECT** administration to implement an Alternate Bikeway consisting of in-boulevard multi-use pathways/trails, on-street bike lanes and local street bikeways in the East Windsor area and that it **BE FUNDED** from the Bikeways Development Project; and further,
- II. THAT City Council **AUTHORIZE** administration to amend the By-law 9148 (Traffic By-law SCH-N) to lower the posted speed limit to 30 km/hr as a traffic calming measure within the local streets portion of the Alternate Bikeway; and further,
- III. THAT City Council **DIRECT** the City Treasurer to affect the following from ECP-016-07 The Riverside Drive Vista Improvement:
 - a. Pre-commitment of \$1,875,000 in 2026 Service Sustainability Investment (Fund 221) funding,
 - b. Pre-commitment of \$4,000,000 in 2027 Service Sustainability Investment (Fund 221) funding,
 - c. Pre-commitment of \$410,000 and \$500,000 in 2028 Pay As You Go (Fund 169) and Canada Community Building Fund (Fund 176) funding, and
 - d. Pre-commitment of \$500,000 in 2029 Pay As You Go (Fund 169) funding; and further,
- IV. THAT City Council **DIRECT** the City Treasurer to affect the following from OPS-014-07 – Bikeways Development Project:
 - a. The pre-commitment of \$400,000 in 2026 Bikeways Development Project 7111031 funding.

Executive Summary:

Background:

Opportunities to expand and enhance cycling facilities within East Windsor were reviewed by Administration. In order to develop and validate potential enhanced cycling infrastructure concepts, various factors were assessed such as cost, cycling route simplicity, technical feasibility, implementation speed and alignment with existing/planned bikeways as part of the Active Transportation Master Plan (ATMP).

Consideration was also given to the timing and scope of both current and future capital works being undertaken in this area including, but not limited to, Riverside Drive Vista Phase 2A, Riverside Drive Vista Phase 3A, St. Rose Pumping Station and St. Paul Pumping Station.

The area specific cycling infrastructure review also served to address Councillor K. McKenzie's Council Question which was posed on Monday June 10, 2024 as follows:

CQ 31-2024

Asked that Administration bring forward a Capital Plan for Council consideration, to construct appropriate cycling facilities along Riverside Drive from Ford Ave. to Strabane Ave., along a concurrent timeline as the Riverside Vista Phase 2A and that the project be funded through the Bikeways Development Fund.

Discussion:

The Riverside Drive Vista Phase 2A project - St. Rose Avenue to Ford Boulevard - (Vista 2A) began construction in 2023 and has been undergoing utility relocation, tree removals and archeological investigations. Construction of the St. Rose Pumping Station started in February 2025 to provide an outlet for the new storm sewers to be constructed as part of Vista 2A. The above grade work for Vista 2A is anticipated to be completed by 2028, which includes implementation of buffered on-street bike lanes on Riverside Drive within the limits of this project.

As outlined in Council Report S 146/2023, it was recommended that the Riverside Drive corridor be the primary active transportation corridor for east/west movements with the potential to introduce some residential street cycling infrastructure throughout for connections into neighbourhoods. Accordingly, an interim multi-use pathway (Interim MUP) in the boulevard along Riverside Drive, from Strabane Avenue to Ford Boulevard, was considered for implementation in conjunction with the Vista 2A project timeline as per the above noted Council Question.

This Interim MUP under consideration would provide a temporary connection for the cycling network in this segment of Riverside Drive until dedicated buffered on-street bike lanes are installed during Phase 3A of the Vista project – Ford Boulevard to Strabane Avenue (Vista 3A). Based on current forecast in the 10-year Capital Plan,

construction for the Vista 3A project is not currently expected to be completed until 2032 and no funding for the same has been pre-committed to date for this project.

The Interim MUP could link existing bike lanes that currently end at Strabane Avenue with the new buffered bike lanes that will be constructed between St. Rose Avenue and Ford Boulevard as part of Vista 2A. The anticipated completion of both the Interim MUP and Vista 2A projects by 2028 would create a continuous east-west cycling route extending from the Ganatchio Trail at the City's eastern border, along Riverside Drive, to the Riverfront Trail, through Sandwich Town, and onward to the Gordie Howe International Bridge, ultimately connecting to the Windsor-LaSalle border.

Interim Multi-Use Path Preliminary Concept

The majority of the proposed 1.8 km Interim MUP could be accommodated within the boulevard of the existing right-of-way (Strabane Avenue to Pillette Road) and/or within City-owned parkland (Reaume Park – Ford Boulevard to Pillette Road) as shown in Appendix A.

From Strabane Avenue to Pillette Road, the Interim MUP would be located on the south side of Riverside Drive, replacing the existing sidewalk within the boulevard. Constraints on the south side of Riverside Drive, from Jos. Janisse Avenue to just west of Rossini Boulevard, prevent the provision of a continuous pathway within the boulevard along the entire segment. Accordingly, approximately 350 m² of property acquisition from about eight properties is estimated to be required. As well, a significant amount of streetlight and utility relocation will be required to accommodate the Interim MUP throughout the Pillette Road to Strabane Avenue segment.

At the signalized intersection of Pillette Road, cyclists and pedestrians would be directed to cross from the south side Interim MUP to the north side of Riverside Drive, where the Interim MUP would continue eastward utilizing existing parkland through Reaume Park. The Interim MUP would terminate at Ford Boulevard, connecting to the new buffered bike lanes on Riverside Drive, which would be constructed as part of the Vista 2A project. A pedestrian crossover at Ford Boulevard and Riverside Drive will also be constructed as part of Vista 2A which will assist dismounted cyclists and pedestrians in crossing Riverside Drive as necessary.

The Stage 1 archaeological assessment (AA) undertaken as part of the Riverside Vista Implementation Project Class Environmental Assessment Study, indicated a high potential for archeological findings along Riverside Drive. A Stage 2 AA investigation will be required within the limits of the Interim MUP, likely leading to Stage 3 and 4 AA undertakings that have potential to significantly add to the project cost and timeframe.

Detailed design of the Interim MUP could be undertaken in 2025 to finalize the necessary footprint and identify required utility relocation and property needs. Property acquisition (frontage of approximately 8 properties) could follow in 2026, with archeological work in 2027/2028. Based on this schedule, the Interim MUP could be completed in 2028.

Riverside Vista 3A - Ford Boulevard to Strabane Avenue

As mentioned above, based on current forecast in the 10-year Capital Plan, construction for the Vista 3A project is not currently expected to be completed until 2032. Administration recommends pre-committing all funding available in the years 2026-2029 in order to proceed immediately with preliminary works for Vista 3A including, but not limited to, archeological investigations, detailed design and land acquisition. Such undertakings would permit the development of refined cost estimates for subsequent utility relocation and construction that can be included in future capital plan forecast budget deliberations.

This would allow Administration to initiate these undertakings earlier and potentially mitigate against delays that may be experienced if archeological artifacts are found within the project area, and allow time for land acquisition to proceed based on the detailed design of the Vista 3A solution. This will mitigate the risk that the Vista 3A project could be further delayed and also position the City to act upon future grant opportunities in an effort to advance the construction of the project to the degree possible.

It is recognized that if funded, the construction of Vista 3A, including the buffered onroad bike lines, could be completed by 2032 or sooner as noted above. As such, the Interim MUP may only be in place for up to three or four years before the in-boulevard portion would be demolished to accommodate the Vista 3A project (throw away cost), where further subsequent utility relocation and land acquisition will likely be required.

Alternate Bikeway Concept

Due to the short term connectively benefits and throw away costs associated with the Interim MUP, Administration explored several other cycling routes that could be also be constructed instead of the Interim MUP. Eight alternate bikeway concepts attempt to bring cyclists as close to Wyandotte Street East as possible, from Riverside Drive (at Strabane Avenue) to Riverside Drive (at St. Rose Avenue). A ninth alternative bikeway concept was also established from Riverside Drive with a terminus at Matthew Brady Boulevard. Details of these nine alternate bikeway concepts are found in Appendix A. The nine alternate bikeway concepts combine new and existing bikeway types as follows:

- multi-use pathway (MUP) in the boulevard;
- multi-use trail (MUT) within parks;
- local street bikeways (LSBs); and
- On-street bike lanes (BL).

The following signalized crossings would be utilized where the bikeway intersects busier arterial roads, ensuring safe passage for both pedestrians and dismounted cyclists:

- Pedestrian crossover (PXO);
- Intersection pedestrian signal (IPS); and
- Mid-block pedestrian signal (MPS).

The nine alternate bikeway routes were evaluated based on various factors, including cost, route simplicity, technical feasibility, implementation speed, and alignment with existing and planned bikeways in the Active Transportation Master Plan (ATMP). Cost estimates are based on visual inspection and on-site review, with efforts made to be as realistic as possible in the absence of a detailed design. Of note, land acquisition costs have not been included for the respective bikeways concepts which require property.

A comparative evaluation of the nine alternative bikeways is shown in Table 1.

Table 1 – Comparison of Alternate Bikeway Routes

# facilities # I able 1 - Comparison of Alternate Bikeway Routes					
Alternate Bikeway #	Bikeway estimated cost	not meeting guidelines and/or City standard	# of facilities in -ATMP regional spine	# of rail crossing s	Comments (Refer to Appendix A)
1	\$1,110,000 plus land acquisition	1	7	2	Not Feasible: Insufficient MUT/MUP width through proposed passage at rear of WECDSB Brennan High School property.
2	\$1,090,000 plus land acquisition	2	7	2	Not Feasible: Insufficient MUT/MUP width through proposed passage at rear of WECDSB Brennan High School property.
3	\$1,005,000 plus land acquisition	1	7	2	Pros: - Most of the route is adjacent to Wyandotte St. E 7 cycling facilities belong to ATMP network. Cons: - Land acquisition required to meet minimum City standard - Utility relocation required - Rail crossings may delay project - Additional cost to provide a bikeway along Alley Way
4	\$980,000 plus land acquisition	2	7	2	Pros: - Most of the route is adjacent to Wyandotte St. E 7 cycling facilities belong to ATMP network. Cons: - Land acquisition required to meet minimum City standard - Utility relocation required - Rail crossings may delay project - Additional cost to provide a bikeway along Alley Way
5	\$1,455,000 plus land acquisition	2	3	0	Not Feasible: Insufficient MUT/MUP width through proposed passage at rear of WECDSB Brennan High School property.
6	\$1,430,000 plus land acquisition	3	3	0	Not Feasible: Insufficient MUT/MUP width through proposed passage at rear of WECDSB Brennan High School property.

Table 1 – Comparison of Alternate Bikeway Routes (Cont'd)

Alternate Bikeway #	Bikeway estimated cost	# facilities not meeting guidelines and/or City standard	# of facilities in ATMP regional spine	# of rail crossings	Comments (Refer to Appendix A)
7	\$1,345,000 plus land acquisition	2	3	0	Pros: - Most direct route, immediately adjacent to Wyandotte St. E. Cons: - Only 3 facilities are part of the ATMP priority cycling network - Land acquisition required to meet minimum City standard - Utility relocation required - Reconstruction of George Ave. & Wyandotte St. E. intersection required to accommodate bike lanes High project cost
8	\$1,320,000 plus land acquisition	3	3	0	Pros: - Most direct route, immediately adjacent to or on Wyandotte St. E. Cons: - Only 3 facilities are part of the ATMP priority cycling network - Land acquisition required for 2 locations, to meet minimum City standard - Utility relocation required - Reconstruction of George Ave. & Wyandotte St. E. intersection required. - High project cost
9 PREFERRED BIKEWAY	\$770,000	0	15	2	Pros: - Aligns the most with ATMP, with 15 facilities identified in the master plan. - Most cost-effective option. - All facilities meet City standard, no land acquisition required. Cons: Route is slightly less direct

Supplementary comments referencing the challenges associated with potential implementation of each alternative is described in greater detail in Appendix A. Of these, alternatives 3, 4, 7, 8 and 9 were short listed for further evaluation while the other remaining alternatives were eliminated from further consideration as they did not meet City standards and/or the minimum bike facility guidelines outlined in the Ontario Traffic Manual (OTM) Book 18.

Alternate Bikeways 7 and 8 provide the most direct routes between Strabane Ave. and St. Rose Ave., however they come at a significantly higher cost, primarily due to the need to reconstruct the roadway on Wyandotte St. E., east of George Ave., to accommodate on-road buffered bike lanes. The estimated cost does not include property acquisition and utility relocation, which would be required to provide multi-use pathways (MUPs) that meet City standards. Additionally, both alternatives include only three ATMP-identified future bikeways.

The majority of the cycling facilities associated with Alternate Bikeways 3 and 4 bikeways lie adjacent to Wyandotte St. E. and both include four additional ATMP-identified facilities. However; as with Alternatives 7 and 8, there would be additional costs incurred for property acquisition and utility relocation, as well as to provide a safe pathway for contraflow cyclists on the one-way travel section of Alley Way.

While Alternate Bikeway 9 deviates slightly more from Wyandotte St. E., it is significantly lower in cost and does not require land acquisition to meet facility standards. Most notably, it incorporates 15 ATMP-identified cycling facilities and leverages existing infrastructure, whereas the other alternatives utilize very few. Additionally, it integrates with existing bike lanes on Little River Rd. to the east, providing a connection to the Little River Corridor, as well as future connections to the existing Lauzon Parkway MUP to the south and the Seminole bike lanes to the west. For these reasons, Alternate Bikeway 9 has been selected as the Preferred Bikeway Alternative (~ 6 km).

A specific description of the bike facility types of the preferred Alternative Bikeway is shown in Table 2. As part of the preferred Alternate Bikeway, it is further recognized that Administration is recommending to reduce the posted speed limit to 30 km/hr on local streets where the LSBs are proposed (By-law 9148 SCH-N) to afford a level of traffic calming where cyclists share the road with motor vehicles.

Comparative Implementation Summary of Cycling Facilities

As shown in Table 2, the preferred Alternate Bikeway concept could be completed in 2026 ahead of the buffered on-street bike lanes included in the Vista 2A and Vista 3A projects (currently targeted for completion in 2028 and 2032 respectively) as well as the Interim Riverside Dr. MUP (2028).

Table 2 - Bikeways Projects Anticipated Completion Dates

oute	Street	From	То	Bike Facility Type
- Riverside Dr				
Propose Interim MUP (2028)	ed Riverside Dr.	Strabane Ave.	Ford Blvd.	MUP
Vista 2/ (2028)	A Riverside Dr.	Ford Blvd.	St. Rose Ave.	BBL*
(2020)	Riverside Dr. at St. Ro	ose Ave.		PXO
	Riverside Dr. at Ford	Blvd.		PXO
VIsta 3/ (2032)	A Riverside Dr.	Strabane Ave.	Ford Blvd.	BBL*
- Preferred Alt	ernate Bikeway (2026) - Ge	eorge Ave to Ganatchi	o Trail via Isabelle	PI.
New	George Ave.	Wyandotte St. E.	Ontario St.	MUP
New	Tourangeau Rd.	Ontario St.	Franklin St.	LSB
New	Franklin St.	Tourangeau Rd.	South National MUP @ Francois Rd.	LSB
Existing	South National MUT	Francois Rd.	Pillette Rd.	MUT
New PX	Pillette Rd. & South N	lational Blvd.		
Existing	South National St.	Pillette Rd.	Jefferson Blvd.	MUP
New	Jefferson Blvd.	South National Blvd.	Edgar St.	MUP
New	Edgar St.	Jefferson Blvd.	Homedale Blvd.	LSB
Existing	Edgar St.	Homedale Blvd.	Parkview Ave.	MUT (Realtor Park)
Existing	Edgar St. (south side)	Parkview Ave.	Isabelle PI.	BL
New	Edgar St. (north side)	Parkview Ave.	Isabelle PI.	BL
New	Isabelle PI.	Edgar St.	Ganatchio Trail (Clairview Bikeway)	LSB
New	Matthew Brady Blvd.	Edgar St.	Lauzon Pkwy	LSB
New IPS	S Wyandotte St. E. & Isa	ahelle Pl		

*BBL: On-road Buffered Bike Lanes

Risk Analysis:

The introduction of an Interim MUP along Riverside Drive East may create a number of financial risks, such as:

- It is very likely that the Interim MUP project cost will significantly increase due to the high potential for archaeological resources within the project boundaries. The Vista 2A project is currently undergoing stage 4 AA due to findings in that location and there is a high probability the subject section of Riverside Drive East will have similar findings. Stage 3 and 4 AA's costs are largely unpredictable as they depend on findings of the excavations. The AA studies required for the Interim MUP will have to be redone to some extent once full land requirements are known following completion of the design for Vista 3A; thereby introducing additional cost.
- Proceeding with land acquisition necessary for the Interim MUP now may require renegotiation with the same property owners as part of the Vista 3A detailed design and construction.
- Implementation of the Interim MUP before construction of Vista 3A may require utility relocation to be performed twice and introduce additional cost.

As such, many aspects of the Interim MUP project would involve throwaway costs including but not limited to archeological assessment; utility relocation; property agreements, removal of MUP to accommodate Vista 3A implementation.

Climate Change Risks

Climate Change Mitigation:

Providing safe cycling routes encourages the use of bicycles as a zero-emission alternative to vehicles. By providing more cycling facilities faster will allow more riders to cycle safer and reduce transportation emissions faster.

Climate Change Adaptation:

As climate change presents more global and local threats, some forms of active transportation may provide an alternative mode of travel, where other methods of travel may not be available or accessible. Warmer winter temperatures may also encourage year-round cycling.

Financial Matters:

Cycling Facilities

The estimated capital cost (approximately \$2.0 M) to potentially implement the Interim MUP includes, but is not limited to, archaeological investigation, land acquisition, utility relocation, construction and wayfinding signage. Annual operational maintenance costs are estimated to be approximately \$23,000.

The estimated capital cost (approximately \$ 770,000) to implement the preferred Alternate Bikeway 9 includes, but is not limited to, some design, construction and wayfinding signage. Annual Maintenance required for the new Alternate Bikeway facilities would consist of winter control and sweeping (MUPs), maintenance (MUTs), repainting of lines and pavement markings (BLs), repainting of pavement markings (LSBs) and repainting of crossing ladder walks (PXOs, IPSs & MPSs). Costs associated with required annual operation maintenance noted above are estimated to be approximately \$48,400. These annual operating maintenance costs would be requested as part of the 2026 Operating Budget process should Council direct one of the options within this report.

There is approximately \$1,556,000 in available funding currently within the Bikeway Development Project (OPS-014-07). The 2025 approved 10-year capital plan for Bikeway Development Project includes the following additional budget allocations:

2025	2026	2027 to 2030	2031	2032	2033	2034
\$400,000	\$400,000	\$100,000/yr.	\$600,000	\$281,000	\$670,000	\$952,500

In addition to the \$400,000 of 2025 funding being added to the uncommitted funding balance within the Bikeways Development project, there is \$800,000 in future funding available for pre-commitment (2026 through 2030) to which Administration is recommending the pre-commitment of \$400,000 in 2026 funding. As well, it should be mentioned that there are no additional active transportation grant funding opportunities presently available at this time other than the current Active Transportation Grant (funding being sought for Jefferson-Edgar PXO).

Accordingly, there is sufficient existing funding to construct the recommended Alternate Bikeway 9. If direction is provided to administration to construct the Interim MUP instead, there is sufficient existing and future funding within the Bikeways Development Project to do so. However, it should be noted that constructing the Interim MUP would result in future funding being pre-committed and other cycling facilities likely having to be delayed due to a lack of available funding.

Vista Project Pre-Commitment of Funding (2026-2029)

Administration also recommends the pre-commitment of funding to allow for archeological assessment, detailed design and land acquisition for Vista 3A (Ford Boulevard to Strabane Avenue) to proceed in parallel with the construction of Vista 2A (Ford Blvd to St. Rose Avenue). Administration will report back should additional funds be necessary to secure or pre-commit from future years in order to complete this work.

The pre-commitment of funds from the Vista 3A project within the current 5 year window would afford necessary project flexibility to avoid any project duplication and throw-away costs (i.e. AA studies, land acquisition, utility relocation, design rework, etc.) for any Interim MUP works that may precede the implementation of Vista 3A.

Such undertakings will require the use of working capital reserve until such time as the funding is received. All efforts will be made to ensure the timing of expenditures aligns with incoming cash flows to maximize value. Further, pre-committed funds would only be used when necessary, as project requirements become fully prescribed.

Consultations:

Adam Mourad – Engineer III – Design Standards Lead, Engineering
Fahd Mikhael – Manager of Design, Engineering
Pierfrancesco Ruggeri – Technologist III, Engineering
Jim Leether – Manager, Environmental Services
Roberta Harrison – Coordinator, Maintenance Operations
lan Day – Senior Manager, Traffic Operations and Parking Services
Michelle Moxley-Peltier – Community Energy Plan Project Administrator
James Chacko – Executive Director, Parks and Facilities
Dave Nicholls – Manager, Parks Operations, Parks and Facilities
Matthew Lemmon – Engineer I, Operations
Mike Dennis – Manager, Strategic Capital Budget Development and Control
Kathy Buis – Financial Planning Administrator, Engineering
Erika Benson – Financial Planning Administrator, Parks
Cindy Becker – Financial Planning Administrator, Public Works

Conclusion:

The next phase of the Riverside Drive Vista project, Vista 3A, which includes buffered bike lanes between Strabane Avenue and Ford Boulevard, is not expected to be completed until approximately 2032 (pending funding). While the Interim MUP may help bridge the cycling infrastructure gap left after the completion of Vista 2A in 2028, this pathway would only be temporary, serving for only 2 to 3 years, before its removal to accommodate the Vista 3A project.

In order to avoid unnecessary throw-away costs (i.e. AA studies, land acquisition, utility relocation, design rework, etc.) for any Interim MUP works that precede the implementation of Vista 3A, administration recommends implementation of Alternate Bikeway 9 which will provide a more viable, immediate and cost-effective east-west cycling corridor connection.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Phong Nguy	(A) Executive Director of Operations / Deputy City Engineer
Stacey McGuire	Executive Director of Engineering/ Deputy City Engineer
David Simpson	Commissioner of Infrastructure Services and City Engineer
Ray Mensour	Commissioner of Community and Corporate Services / Deputy Chief Administrative Officer
Janice Guthrie	Commissioner of Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Appendix A – Alternate Bikeway Concepts

Council Report S 27/2025 Appendix A – Alternate Bikeways























Council Report: C 45/2025

Subject: Gouin Drain Provisional By-Law for Repair and Improvement -

Ward 9

Reference:

Date to Council: 4/14/2025 Author: Tom Graziano

Engineer III / Drainage Superintendent

(519) 255-6257 Ext. 6490 tgraziano@citywindsor.ca
Development – Engineering Report Date: 3/25/2025
Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

- I. That City Council **ADOPT** the Drainage Report completed by Dillon Consulting Ltd. dated March 7, 2025 (attached), for the Road Bridge Replacement over the Gouin Drain (Banwell Road Culvert) by giving first and second readings to Provisional By-law ____-2025 in accordance with Section 45 of the Drainage Act.
- II. That Council **DIRECT** the Clerk to set a date for the first sitting of the Court of Revision and distribute the Provisional By-law and the Notice of the Court of Revision, in accordance with Sections 46(2) and 46(3) of the Drainage Act, R.S.O. 1990.

Executive Summary:

N/A

Background:

The Gouin Drain is a municipal drain servicing both the City of Windsor and the Town of Tecumseh. The drainage area within the City of Windsor consists of the portion of the E.C. Row Expressway between Little River and Banwell Road, and properties within the Twin Oaks Business Park, including a portion of the NextStar Energy Electric Vehicle Battery Plant project site (the Nextstar Site). The Gouin drain outlets to the Little River.

In September 2023, the City of Windsor engaged Dillon Consulting Limited through a public competitive bid process to undertake the necessary Consulting Services for a Detailed Design of the Banwell Road / E.C. Row Expressway Interchange & Corridor Improvements project (CAOP 128/2023, attached as Appendix A) from the EC Row Expressway south to the CP Rail. Detailed design includes the need to reconstruct and widen the existing Gouin Drain culvert under Banwell Road, and as such Dillon was retained to complete the necessary Drainage Report. In November 2023, City Council delegated to the CAO authority to approve the appointment of a Drainage Engineer pursuant to Section 8 of the Drainage Act, through CAO 297/2023.

A virtual meeting was hosted by Dillon Consulting Ltd. on March 21, 2024, and was attended by representatives of both municipal governments and property owners residing within the Town of Tecumseh. Following the meeting it was determined that the final report would not be distributed to upstream landowners as the scope of work is not expected to impact them. Affected landowners have received a notification related to this report, and they can request a copy of the final report if they wish to do so.

Discussion:

No major concerns were raised during the virtual meeting hosted by Dillon Consulting Ltd. and the report was able to be finalized and returned to the City of Windsor on December 11, 2024, for review by the City, the Town of Tecumseh and the Essex Region Conservation Authority.

In accordance with Section 45 of the Drainage Act, City Council is to consider the adoption of the engineer's drainage report, and if approved, the report will proceed to Provisional By-law.

Within 30 days of adopting the engineer's report, a copy of the Provisional By-law and a Notice of the Court of Revision meeting will be sent to all affected landowners listed in the schedule of assessment. The notice will inform landowners of their right to appeal drainage assessments or allowances to the Court of Revision. Appeals must be submitted in writing to the City Clerk no later than 10 days prior to the first sitting of the Court of Revision.

The final Engineer's Report, attached as an appendix to this report, identifies no technical issues or challenges within the defined scope of work. After the Court of Revision concludes and the appeal period expires, Council will consider giving third and final reading to the Provisional By-law.

Risk Analysis:

There are currently no identified risks to the Corporation in adopting the recommendation. A lack of adoption of the report, however, would risk the construction timelines for the project and limit the ability for the project to proceed according to the expected schedule.

Climate Change Risks:

Climate Change Mitigation

The recommendation does not materially impact upon Climate Change Mitigation.

Climate Change Adaptation

The recommendation does not materially impact upon Climate Change Adaptation.

Financial Matters:

Construction expenses associated with the repair and improvements identified for the Gouin Drain have been estimated. This scope of work has been included under RFT-15-25 – Banwell Road/E.C. Row Interchange & Corridor Improvements, and costs will be covered under the associated Project ID 7255000

Consultations:

Kathy Buis, Financial Planning Administrator

Patrick Robitaille, Project Administrator

Bernadette Andary, Executive Initiatives Coordinator

Aaron Farough, Senior Legal Counsel

Colleen Middaugh, Manager of Corporate Projects

Oliver Moir, Dillon Consulting Ltd.

Matthew Shiha, Town of Tecumseh

Conclusion:

Administration recommends that City Council adopt the Provisional By-law to adopt the Drainage Report for the Road Bridge Replacement Over the Gouin Drain in the City of Windsor, dated March 7, 2025, in accordance with Section 45 of the *Drainage Act*.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Measurement & Business Case Development
Patrick Winters	Manager of Development
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner of Infrastructure and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner Finance / City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

1 Drainage Report for the Road Bridge Replacement Over the Gouin Drain

DRAINAGE REPORT FOR THE

ROAD BRIDGE REPLACEMENT OVER THE GOUIN DRAIN (BANWELL ROAD CULVERT)

IN THE CITY OF WINDSOR



FINAL
7 MARCH 2025
OLIVER E. T. MOIR, P.ENG.
FILE No. 23-6875

File No. 23-6875

Corporation of the City of Windsor Engineering – Design and Development 350 City Hall Square, Suite 310 Windsor, Ontario N9A 6S1



Drainage Report for the ROAD BRIDGE REPLACEMENT OVER THE GOUIN DRAIN (BANWELL ROAD CULVERT) In the City of Windsor

Mayor and Council:

Instructions

Council appointed Dillon Consulting Limited under Section 78 of the Drainage Act on 10 November 2023 to prepare a report for the improvement of the Gouin Drain. The purpose of the appointment is to make recommendations for the replacement of the Banwell Road culvert as part of the Banwell Road Improvements.

Watershed Description

The Gouin Drain commences on the line between Lot 149 and Lot 150, Concession 3 in the Town of Tecumseh. It flows in a westerly direction, turning north at the west limit of Lot 149 toward the north side of Gouin Street. Here, it turns west for 124 metres before turning north for 75 metres where it again then flows westerly. The Gouin Drain continues northerly from the south side of E.C. Row Avenue East/Anchor Drive, crossing the E.C. Row Expressway and then turning westerly again to its outlet into the Little River Drain.

The total length of the drain is approximately 3,286 metres. The watershed area is approximately 211 hectares (521 acres) which consists of approximately 114 hectares (282 acres) within the Town of Tecumseh and approximately 97 hectares (239 acres) within the City of Windsor.

The lands comprising the watershed are under mixed agricultural, industrial and residential use. There is little topographic relief. From the Ontario Soil Survey, the principle surficial soil in the study area is described as Brookston Clay. Brookston Clay is characterized as having very poor drainage. The NextStar Energy Battery Plant partially exists within the watershed and has onsite stormwater management for quantity and quality.

Drain History

The recent history of Engineers' reports for the Gouin Drain follows:

14 September 2023 by Mark D. Hernandez, P.Eng.: The report recommended the extension of Bridge No. 7 and to enclose the drain for a length of 178 m downstream of the Banwell Road bridge for the NextStar Energy Battery Plant. Recommended works also include widening of the drain to mitigate adverse effects to water levels upstream of Banwell Road as a result of the enclosure. Two existing culverts that once provided farm access were recommended to be

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removed as they were located within the portion of drain to be enclosed. Work involving the drain widening, the enclosure and the removal of two access culverts was not completed.

- 20 January 2023 by Mark D. Hernandez, P.Eng.: This report recommended brushing and removal of sediment along the drain. The report also recommended the extension of the drain from its previous outlet at E.C. Row Expressway downstream to the Little River Drain and established the Gouin Drain Branches North and South in the upstream residential area. Bridge work included removals, replacements, and providing future maintenance provisions.
- 28 January 1987 by Wm. J. Setterington, P.Eng.: This reconsidered report recommended brushing and removal of sediment along the entirety of the drain, along with deepening/widening and relocation of the drain in select locations along its length. This report also recommended the removal and replacement of access bridges along the drain.
- 2 October 1981 by C. G. Russell Armstrong, P.Eng.: This report found the drain to be "badly out of repair". The recommended work included the repair and improvement of the Gouin Drain, including brushing and cleanout. It also recommended that the drain be deepened from E.C. Row Expressway to Gouin Street. The report recommends that the most upstream 28 metres of drain be enclosed with a 450 mm (18") diameter plastic pipe, and that the existing culverts with the exception of the Shawnee Road culvert, be replaced and enlarged to accommodate for flows from a proposed development.

On-Site Meeting

We conducted an on-site meeting on 21 March 2023. A record of the meeting is provided in Schedule 'A', which is appended hereto.

Survey

Our survey and examination of the Gouin Drain was carried out in 2023 as part of the road improvements. Topographic survey completed for the 28 January 2023 report was also referenced. The survey is comprised of the recording of topographic data in the location of the proposed road crossing and drain widening.

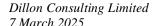
Design Considerations

The City of Windsor is undertaking the reconstruction of Banwell Road to facilitate the upgrade from a rural to an urban road cross section. As part of the Banwell Road improvements the road crossing over the Gouin Drain will require replacement.

NextStar Energy (property Roll No. 090-040-00103 owned by City of Windsor) requested a portion of drain downstream of Banwell Road be enclosed to accommodate a proposed security fence and a 10.7 m (35 ft.) long access across the drain.

An existing 15.6m long, 2240 mm x 1630 mm corrugated steel pipe arch with bagged concrete end protection provides a road crossing. This culvert has a 10-year design capacity according to the January 2023 report.

A Guide for Engineers working under the Drainage Act in Ontario, OMAFA Publication 852 (2018) is the current reference document used by engineers carrying out work on municipal drains under the Act. The 2-year design storm is the recommended design standard applied to municipal drains within rural Ontario specific to open drain channels and low hazard agricultural field access crossings. For rural road crossings, a 10-year



design storm is an acceptable design criteria. For urban road crossings where there is a greater risk to public health and safety from potential flooding, a higher 25-year design storm is more appropriate. The proposed culvert is designed for a 25-year design storm.

We believe that these design standards should provide a reasonable level of service, but it should be clearly understood that runoff generated from large storms or fast snow melts may sometimes exceed the capacity of the proposed systems and result in surface ponding for short periods of time.

Recommendations

Existing bridge structures within the Gouin Drain have been numbered for ease of reference and are described below. Where applicable, bridge numbering is consistent with the January 2023 and September 2023 Gouin Drain reports. Recommendations are made thereon.

Temporary Access Culvert T1: City of Windsor (Roll No. 090-040-00103)

A 17.1 m long, 1800 mm x 900 mm concrete box culvert with sloping stone end protection provides temporary access for the purposes of construction of the NextStar Energy Battery Plant. This culvert is perched approximately 500 mm above the drain invert described in the January 2023 Gouin Drain report and is considered an obstruction to flow in the drain and will increase the rate of which the drain fills in with sediment. We recommend this culvert be removed.

Temporary Access Culvert T2: City of Windsor (Roll No. 090-040-00103)

A 17.1 m long, 1800 mm x 900 mm concrete box culvert with sloping stone end protection provides temporary access for the purposes of construction of the NextStar Energy Battery Plant. This culvert is perched approximately 350 mm above the drain invert described in the January 2023 Gouin Drain report and is considered an obstruction to flow in the drain and will increase the rate of which the drain fills in with sediment. We recommend this culvert be removed.

Bridge No. 11: City of Windsor (Roll No. 090-040-00103)

A 7.9 m long, 2240 mm x 1630 mm corrugated steel pipe arch with bagged concrete end protection and a gravel driveway exists in the drain, and historically provided access to the lands when under cultivation. This culvert was recommended to be removed under the September 2023 report. It is therefore not legally part of the Gouin Drain and is considered an obstruction to flow in the drain. We recommend this culvert be removed.

Bridge No. 12: City of Windsor (Roll No. 090-040-00103)

A 7.6 m long, 2240 mm x 1630 mm corrugated steel pipe arch with bagged concrete end protection and a gravel driveway exists in the drain, and historically provided access to the lands when under cultivation. This culvert was recommended to be removed under the September 2023 report. It is therefore not legally part of the Gouin Drain and is considered an obstruction to flow in the drain. We recommend this culvert be removed.

We further recommend that where the temporary access culverts and Bridge No. 11 and 12 are removed, that the north drain bank be restored with stone erosion protection to protect E.C. Row Avenue from the risk of damage from potential bank erosion.

Bridge No. 13: City of Windsor Road Authority (Banwell Road) & City of Windsor (Roll No. 090-040-00103)

A 15.6 m long, 2240 mm x 1630 mm corrugated steel pipe arch with bagged concrete end

protection and asphalt roadway provides a road crossing to Banwell Road. We recommend this culvert be replaced with a 90.28 m long, 3000 mm x 1800 mm precast concrete box culvert complete with vertical concrete block endwalls. This bridge serves as the upgraded road crossing for the new Banwell Road urban arterial cross section and accommodates a new access and enclosure for the NextStar Energy Battery Plant.

We further recommend the drain be widened from a 1 metre bottom width to a 2 metre bottom width from Station 1+032 to Station 2+067. Excavated material from the drain widening shall be trucked to or remain within the working corridor located on property Roll No. 090-040-00130. Material shall be sufficiently levelled and grassed to allow for mowing in the future.

Allowances

The September 2023 report recommended drain widening in the same segment of drain as recommended in this report. Section 29 allowances were provided to the affected lands. Since these allowances are required to be paid regardless of the omitted drain widening and enclosure works, no additional allowances are recommended as part of drainage works herein.

No allowances to land for damages have been provided since the construction is within the road allowance and all restoration to existing grassed areas and roadways is included as part of the work. No Schedule 'B' for allowances is appended hereto.

Cost Estimate

Based on our review of the history, the information obtained during the site meeting and our examination and analysis of the survey data, we recommend that the Gouin Drain be improved as described below:

Item	Description	Amount
1.	Bridge removals as follows:	
	a) Station 1+595 - Remove and dispose of NextStar Temporary Access Culvert No. 1 (T1), 1800 mm x 900 mm concrete box culvert, 17.1 m long.	\$20,000.00
	b) <u>Station 1+928</u> - Remove and dispose of NextStar temporary Bridge No. T2, 1800 mm x 900 mm concrete box, 17.1 m long.	\$20,000.00
	c) Station 1+955 - Remove and dispose Bridge No. 11, 2240 mm x 1630 mm corrugated steel pipe arch culvert, 7.9 m long including existing bagged concrete end walls.	\$5,000.00
	d) Station 1+980 - Remove and dispose Bridge No. 12, 2240 mm x 1630 mm corrugated steel pipe arch culvert, 7.6 m long including existing bagged concrete end walls.	\$5,000.00
2.	Widening of the drain from the south side between Station 1+032 and Station 2+067, as follows:	
	a) Drain widening excavation (approximately 2,550 m³). Works include cleaning out sediments in the existing drain bottom to the drain design grade.	\$25,500.00

Item	Description	Amount
	b) Spreading and levelling of excavated material within working corridor as specified.	\$12,800.00
	c) Trucking of material excavated between Station 1+032 and Station 1+269 to the working corridor between Station 1+269 and 2+069 (approximately 590 m ³).	\$11,800.00
	d) Placement of topsoil over banks (minimum 50 mm thickness) (approximately 190 m³), fine graded & seeded (bonded fibre matrix) (approximately 3,740 m²)	\$34,800.00
	e) Placement of topsoil over working corridor (minimum 100 mm thickness) (approximately 720 m³), fine graded & seeded (approximately 3,740 m²)	\$54,000.00
	f) Supply & installation of stone erosion protection (minimum 300 mm thickness) at drain transition at existing bridges, as follows:	
	i) Bridge No. 5 (upstream end) – Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 15 m²)	\$1,400.00
	ii) Bridge No. 6 (upstream & downstream end) – Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 30 m ²)	\$2,700.00
	iii) Bridge No. 7 (upstream & downstream end) – Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 30 m ²)	\$2,700.00
3.	Bridge No. 13 – City of Windsor Road Authority & City of Windsor (Roll No. 090-040-00103), as follows:	
	a) Supply and installation of a new 90.28 m long, 3000 x 1800 mm concrete box culvert (OPSS 1821), complete with 15 degree skewed end, cut-off walls (designed by Contractor), maintenance hole tee, and precast sewer and catchbasin lead inlets. Granular 'A' bedding and backfill (approximately 1,620 tonnes). Work includes waterproofing of joints complete with protection board.	\$775,100.00
	b) Supply and installation of concrete block retaining walls (designed by Contractor). Works include supply & installation of Inspector guard rail on downstream headwall (approx. 12 m long), and Multi-Use Trail Bicycle Barrier on upstream headwall (approx. 11 m long).	107,200.00
	c) Flaring of drain banks for transition upstream and downstream of culvert. Works include supply & installation of stone erosion protection over entire drain transition (approximately 100 m ²).	\$9,400.00

Item	Description	Amount
	d) Realignment of the roadside swale and lining with stone erosion protection (approximately 25 m²).	\$3,300.00
	e) Backfilling of drain with native material and restoration of area within NextStar lands affected by works (approximately 500 m²), including topsoil, finegrading, and seeding.	\$6,500.00
4.	Supply & install new 600 mm x 600 mm precast concrete catchbasin complete with frame, grate, and 3 m long, 300 mm diameter PVC leader pipe.	\$2,000.00
5.	Temporary silt control measures during construction including supply and installation of rock check dam and sediment trap downstream of the work.	\$3,000.00
6.	Maintenance of flows during construction.	\$25,000.00
7.	Fish salvaging necessary to complete the drainage works. The Contractor is responsible for acquiring necessary permits.	\$4,500.00
	SUB-TOTAL – EXCLUDING SECTION 26 COSTS	\$1,131,700.00
8.	Engineering fee (cost portion)	\$46,500.00
9.	ERCA application, review and permit fee.	\$800.00
	TOTAL – EXCLUDING SECTION 26 COSTS	\$1,179,000.00
	SECTION 26 NON-PRORATABLE COSTS	
10.	Remove and dispose Bridge No. 13 (Banwell Road), 2240 mm x 1630 mm corrugated steel pipe arch culvert, 15.6 m long including existing bagged concrete end walls. Works include removal and disposal of asphalt surface (E.C. Row Avenue) within NextStar lands.	\$20,000.00
11.	Restoration of north drain bank with stone erosion protection works following bridge removals, as follows:	
	a) Bridge No. Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 70 m ²).	\$6,300.00
	b) Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 70 m²).	\$6,300.00
	c) Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m²).	\$2,700.00
	d) Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m²).	\$2,700.00

Item	Description	Amount
	SUB-TOTAL – SECTION 26 NON-PRORATABLE COSTS	\$38,000.00
12.	Engineering fee (cost portion)	\$1,600.00
	TOTAL – SECTION 26 NON-PRORATABLE COSTS	\$39,600.00
	TOTAL ECTION ATTE	φ1 210 c00 00
	TOTAL ESTIMATE	\$1,218,600.00

The estimate provided in this report was prepared according to current materials and installation prices as of the date of this report. In the event of delays from the time of filing of the report by the Engineer to the time of tendering the work, it is understood that the estimate of cost is subject to inflation. The rate of inflation shall be calculated using the Consumer Price Index applied to the cost of construction from the date of the report to the date of tendering.

Should the Road Authority elect to construct the drainage works across their road rights-of-way (Section 26.0 increased cost items) with their own forces, as per Section 69 of the Drainage Act, R.S.O., 1990, the Road Authority shall remain responsible for their allotment of costs for the preparation of this report as outlined in our estimate. Should the Road Authority elect not to undertake this work, the work items, as noted under Section 26 above, should be kept separate when tendering out the entire drainage works.

Assessment of Costs

The individual assessments are comprised of three (3) assessment components:

- i. Benefit (advantages relating to the betterment of lands, roads, buildings, or other structures resulting from the improvement to the drain).
- ii. Outlet Liability (part of cost required to provide outlet for lands and roads).
- iii. Special Benefit (additional work or feature that may not affect function of the drain).

We have assessed the estimated costs against the affected lands and roads as listed in Schedule 'C' under "Value of Special Benefit", "Value of Benefit" and "Value of Outlet." Details of the Value of Special Benefit listed in Schedule 'C' are provided in Schedule 'D.'

Assessment Rationale for Special Benefit Assessments

Special Benefit assessment shown in Schedule 'C' and detailed in Schedule 'D' were derived as follows:

- 1. The cost associated with the removal of Temporary Access Culverts T1 & T2 are assessed 100% against the abutting property owner being City of Windsor (Roll No. 090-040-00103) and shall be a non-proratable assessment.
- 2. The cost associated with the removal of Bridge No. 11 & 12 are assessed 100% against the abutting property owner being City of Windsor (Roll No. 090-040-00103) and shall be a non-proratable assessment.
- 3. Costs associated with the installation of stone erosion protection to restore the north drain bank from the removal of Temporary Access Culverts T1 & T2 and

- Bridge Nos. 11 & 12 are assessed against the City of Windsor Road Authority (E.C. Row Avenue). The assessment shall be under Section 26 of the Drainage Act as an increased cost to the works and will be a non-proratable assessment.
- 4. Costs associated with the removal of the existing Bridge No. 13 are assessed 100% against the City of Windsor Road Authority (Banwell Road) under Section 26 of the Act and will be a non-proratable assessment.
- 5. Costs associated with widening of the drain are assessed 75% against the City of Windsor Road Authority (Banwell Road) and 25% against the City of Windsor (Roll No. 090-040-00103).
- 6. Costs associated with the installation of the new Bridge No. 13, catchbasin, associated temporary flow diversion, and ERCA review fee are assessed 75% against the City of Windsor Road Authority (Banwell Road) and 25% against the City of Windsor (Roll No. 090-040-00103).

Utilities

It may become necessary to temporarily or permanently relocate utilities that may conflict with the construction recommended under this report. In accordance with Section 26 of the Drainage Act, we assess any relocation cost against the public utility having jurisdiction. Under Section 69 of the Drainage Act, the public utility is at liberty to do the work with its own forces, but if it should not exercise this option within a reasonable time, the Municipality will arrange to have this work completed and the costs will be charged to the appropriate public utility.

Future Maintenance (Bridge No. 13)

We recommend that future work of repair and maintenance of the Banwell Road bridge be carried out by the City of Windsor and the costs assessed in the same relative proportions as described above. These provisions for maintenance are subject, of course, to any variations that may be made under the authority of the Drainage Act.

Future Maintenance (Open Drain from Station 1+032 to Station 2+067)

Future maintenance costs associated with the open portion of drain between Station 1+032 and Station 2+067 shall continue to be as directed under the 20 January Gouin Drain & Branches (Little River Outlet) report.

Drawings and Specifications

Attached to this report is Schedule 'F', which are Specifications setting out the details of the recommended works and Schedule 'G' which represent the drawings that are attached to this report.

MD-1 - Watershed Plan

MD-2 - Profile

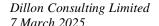
MD-3 – Cross Sections

MD-4 - Plan & Section Details

MD-5 - Bridge Details

MD-6 - Miscellaneous Details

MD-7 – Miscellaneous Details



Approvals

The construction and/or improvement to a drainage works, including repair and maintenance activities, and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced by the proposed works. Prior to any construction or maintenance works, the Municipality or proponent designated on the Municipality's behalf shall obtain all required approvals/permits and confirm any construction limitations including timing windows, mitigation/off-setting measures, standard practices or any other limitations related to in-stream works.

Respectfully submitted,

DILLON CONSULTING LIMITED



Oliver E. T.Moir, P.Eng. OEM:lld

SCHEDULE "A"

MEETING SUMMARY



Subject: Gouin Drain & Lachance Drain Virtual 'On-Site' Meeting

Date: March 21, 2024, 3:00pm

Location: Virtual Call
Our File: 23-6875

Attendees

Matthew Shiha	Town of Tecumseh
Tom Graziano	City of Windsor
Oliver Moir	Dillon Consulting Limited (Dillon)
Chris Patten	Dillon
Jonny Ngai	Dillon
Tyler Natais	Dillon
Mark Fishleigh	County of Essex
Julie Lachance	Landowner
Gilles Lacombe	Landowner
Frank Palobo	Landowner
Lane Chevalier	Landowner
Kyle Savoie	NextStar Energy
Call-In Participants	

Notes

Item	Discussion	Action by
1.	 Introductions: Dillon introduced the staff from Dillon, City of Windsor & Town of Tecumseh. 	INFO.
2.	 Project Overview: Summary of the Drainage Act Drains are maintained by the Municipality as per the by-law Report will be going to Council 	INFO.
3.	 Scope: The report to be completed as part of the EC Row Expressway/Banwell Road Improvement project. Improvement will implement curbs, multi-lane, median, storm sewer installation and widening of right-of-way (Upgrade from the existing rural roadway to an urban roadway). Gouin Drain commences in the Town of Tecumseh, passing through the City of Windsor and outlets to the Little River Drain and consists of open drain with access bridges. Lachance Drain commences in the Town of Tecumseh, passing through the City of Windsor and outlets to the Little River Drain. The drain crosses Banwell Road immediately south of Intersection Road. 	INFO.

Item Discussion Action by

- ScImprovement will include large culverts crossing Banwell Road including upgrade of existing outlet west of Banwell Road.
- Overall scope of work is to ensure culverts will have adequate capacity of the road improvement and maintaining existing flows.
- Cost of the construction and future maintenance will be bore by City of Windsor.
- Dillon is seeking input from land owner upstream of the proposed work as part of the report.

4. Next Step:

Prepare a report and submit to the City.

- Revision follows, including cost of future maintenance.
- Currently, the work will generate additional cost to land over for now or in the future.
- The City does not expect to distribute the final reports as the scope of work is not expected impact upstream landowners. Affected landowners will receive a copy of the report ahead of the Meeting to Consider. However, landowners can request for a copy of the report.

5. Questions:

INFO.

INFO.

- Julie Lachance: Is there government grant for the proposed work?
 - O Dillon: There is a \$50 million grant for the road improvement. Any of the drainage improvement will be paid by the City of Windsor, either through taxes or grants. The \$50 million grant will be contributed to the project, however how much and to which portion of the work has yet to be finalized. There will be no cost to the landowners for the proposed work. Grant from OMAFRA does not apply to this project.
- Kyle Savoie: It appears the study is limited to culvert enclosure, but does it impact downstream?
 - Dillon: Currently, the proposed work and current design does not impact anything downstream. Should this change in the future for this project, landowners will be informed at that time.
- Shivani (called in by phone number): When will the work begin?
 - o Dillon: Banwell Road and improvement of the drain are anticipated to be completed by the 2025/2026 construction season. The original scope was to completed the work by 2027, however the City of Windsor expedited the work and aim to completed the work by 2026.
- Lane Chevalier: Would like to see the report once completed.
 - o Dillon & City: A report will be provided once completed.

6. Subsequent Meeting (Gouin Drain Only):

• Dillon, the City, and NextStar met virtually to discuss NextStar's request to enclose the Gouin Drain for the purposes of installing a proposed security fence and an access across the drain. NextStar provided a sketch for Dillon's consideration.

Errors and/or Omissions

These minutes were prepared by Oliver Moir, P.Eng who should be notified of any errors and/or omissions.

"SCHEDULE C" SCHEDULE OF ASSESSMENT GOUIN DRAIN - (BANWELL ROAD CULVERT) CITY OF WINDSOR

MUNICIPAL LANDS:

		Area Aff	fected		Special			Total
Description		(Acres)	(Ha.)	Owner	Benefit	Benefit	Outlet	Assessment
090-040-00103 Con. 3	Pt. Lots 139-141			City of Windsor	\$333,790.00	\$0.00	\$0.00	\$333,790.00
Banwell Road				City of Windsor Road Authority	\$845,210.00	\$0.00	\$0.00	\$845,210.00
Total on Municipal Land	s				\$1,179,000.00	\$0.00	\$0.00	\$1,179,000.00
SECTION 26 (NON PRO	O-RATABLE)							
					Special			Total
Roll No. Con.	Description			Owner	Benefit	Benefit	Outlet	Assessment
Banwell Road				City of Windsor Road Authority	\$20,842.00	\$0.00	\$0.00	\$20,842.00
E.C. Row Avenue				City of Windsor Road Authority	\$18,758.00	\$0.00	\$0.00	\$18,758.00
Total Section 26 Increas	sed Costs (Non Pro-	ratable)			\$39,600.00	\$0.00	\$0.00	\$39,600.00
TOTAL ASSESSMENT					\$1,218,600.00	\$0.00	\$0.00	\$1,218,600.00
		(Acres)	(Ha.)					
	Total Area:	0.00	0.00					

"SCHEDULE D" DETAILS OF SPECIAL BENEFIT GOUIN DRAIN - (BANWELL ROAD CULVERT) <u>CITY OF WINDSOR</u>

SPECIAL BENEFIT ASSESSMENT (MUNICIPAL LANDS)

			Estimated	Cost of	Special
Roll No.	Owner	Item Description	Cost	Report	Benefit
090-040-00103	City of Windsor	Removal of Temporary Access Culverts T1 & T2 (100%)	\$40,000.00	\$1,643.00	\$41,643.00
		Removal of Bridge Nos. 11 & 12 (100%)	\$10,000.00	\$411.00	\$10,411.00
		Drain Widening & Temporary Silt Control During Construction (25%)	\$37,175.00	\$1,526.00	\$38,701.00
		New Bridge No. 13, CB, Fish Salvage, Flow Diversion Works & ERCA Fee (25%)	\$233,450.00	\$9,585.00	\$243,035.00
		Total Roll No. 090-040-00103	\$320,625.00	\$13,165.00	\$333,790.00
Banwell Road	City of Windsor Road Authority	New Bridge No. 13, CB, Fish Salvage, Flow Diversion Works & ERCA Fee (25%)	\$700,350.00	\$28,756.00	\$729,106.00
		Drain Widening & Temporary Silt Control During Construction (75%)	\$111,525.00	\$4,579.00	\$116,104.00
			\$811,875.00	\$33,335.00	\$845,210.00
Total Special Ber	nefit Assessment (Municipal Land	ds)	\$1,132,500.00	\$46,500.00	\$1,179,000.00
		(SECTION 26 NON PRO-RATABLE)			
			Estimated	Cost of	Special
Roll No.	Owner	Item Description	Cost	Report	Benefit
Banwell Road	City of Windsor Road Authority	Removal of Bridge No. 13	\$20,000.00	\$842.00	\$20,842.00
E.C. Row Avenue	City of Windsor Road Authority	Restoration of north drain bank with stone erosion protection following bridge removals (100%)	\$18,000.00	\$758.00	\$18,758.00
Total Special Ber	nefit Assessment (Section 26 Nor	n Pro-Ratable)	\$38,000.00	\$1,600.00	\$39,600.00
OVERALL TOTAL	_ SPECIAL BENEFIT ASSESSMEI	NT			\$1,218,600.00

"SCHEDULE F"

DRAINAGE REPORT FOR THE ROAD BRIDGE REPLACEMENT OVER THE

GOUIN DRAIN (BANWELL ROAD CULVERT)

IN THE CITY OF WINDSOR

SPECIAL PROVISIONS - GENERAL

1.0 GENERAL SPECIFICATIONS

The General Specifications attached hereto is part of "Schedule F." It also forms part of this specification and is to be read with it, but where there is a difference between the requirements of the General Specifications and those of the Special Provisions which follow, the Special Provisions will take precedence.

2.0 DESCRIPTION OF WORK

The work to be carried out under this Contract includes, but is not limited to, the supply of all **labour, equipment, and materials** to complete the following items:

- > Bridge removals as follows:
 - <u>Station 1+595</u> Remove and dispose of NextStar Temporary Access Culvert No. 1 (T1), 1800 mm x 900 mm concrete box culvert, 17.1 m long.
 - <u>Station 1+928</u> Remove and dispose of NextStar temporary Bridge No. T2, 1800 mm x 900 mm concrete box, 17.1 m long.
 - <u>Station 1+955</u> Remove and dispose Bridge No. 11, 2240 mm x 1630 mm corrugated steel pipe arch culvert, 7.9 m long including existing bagged concrete end walls.
 - <u>Station 1+980</u> Remove and dispose Bridge No. 12, 2240 mm x 1630 mm corrugated steel pipe arch culvert, 7.6 m long including existing bagged concrete end walls.
- ➤ Widening of the drain from the south side between Station 1+032 and Station 2+067, as follows:
 - Drain widening excavation (approximately 2,550 m³). Works include cleaning out sediments in the existing drain bottom to the drain design grade.
 - Spreading and levelling of excavated material within working corridor as specified.
 - Trucking of material excavated between Station 1+032 and Station 1+269 to the working corridor between Station 1+269 and 2+069 (approximately 590 m³).
 - Placement of topsoil over banks (minimum 50 mm thickness) (approximately 190 m³), fine graded & seeded (bonded fibre matrix) (approximately 3,740 m²)
 - Placement of topsoil over working corridor (minimum 100 mm thickness) (approximately 720 m³), fine graded & seeded (approximately 3,740 m²)
 - Supply & installation of stone erosion protection (minimum 300 mm thickness) at drain transition at existing bridges, as follows:
 - Bridge No. 5 (upstream end) Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 15 m²)

- Bridge No. 6 (upstream & downstream end) Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 30 m²)
- Bridge No. 7 (upstream & downstream end) Supply & install stone erosion protection (minimum 300 mm thickness) (approximately 30 m²)
- ➤ <u>Bridge No. 13</u> City of Windsor Road Authority & City of Windsor (Roll No. 090-040-00103), as follows:
 - Supply and installation of a new 90.28 m long, 3000 x 1800 mm concrete box culvert (OPSS 1821), complete with 15 degree skewed end, concrete cut-off walls (designed by Contractor), maintenance hole tee, and precast sewer and catchbasin lead inlets. Granular 'A' bedding and backfill (approximately 1,620 tonnes). Work includes waterproofing of joints complete with protection board.
 - Supply and installation of concrete block retaining walls (designed by Contractor). Works include supply & installation of Inspector guard rail on downstream headwall (approx. 12 m long), and Multi-Use Trail Bicycle Barrier on upstream headwall (approx. 11 m long).
 - Flaring of drain banks for transition upstream and downstream of culvert. Works include supply & installation of stone erosion protection over entire drain transition (approximately 100 m²).
 - Realignment of the roadside swale and lining with stone erosion protection (approximately 25 m²).
 - Backfilling of drain with native material and restoration of area within NextStar lands affected by works (approximately 500 m²), including topsoil, fine-grading, and seeding.
- ➤ Supply & install new 600 mm x 600 mm precast concrete catchbasin complete with frame, grate, and 3 m long, 300 mm diameter PVC leader pipe.
- > Temporary silt control measures during construction including supply and installation of rock check dam and sediment trap downstream of the work.
- > Maintenance of flows during construction.
- Fish salvaging necessary to complete the drainage works. The Contractor is responsible for acquiring necessary permits.
- ➤ Remove and dispose Bridge No. 13 (Banwell Road), 2240 mm x 1630 mm corrugated steel pipe arch culvert, 15.6 m long including existing bagged concrete end walls. Works include removal and disposal of asphalt surface (E.C. Row Avenue) within NextStar lands.
- Restoration of north drain bank with stone erosion protection works following bridge removals, as follows:
 - Bridge No. Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 70 m²).
 - Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 70 m²).
 - Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m²).
 - Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m²).

3.0 ACCESS TO THE WORK

Access to the drain shall be from E.C. Row Avenue East and Banwell Road rights-of-way. Through traffic must be maintained at all times, along municipal roads unless otherwise approved by the appropriate Road Authority, and in accordance with the General Specifications.

The Contractor is required to abide by NextStar Energy's health and safety requirements to access the drain along E.C. Row Avenue.

All road areas, grass lawn areas and fence lines disturbed shall be restored in accordance with Section 9.0 & 10.0 at the Contractor's expense. The Contractor shall make his/her own arrangements for any additional access for his/her convenience.

4.0 WORKING AREA

The working area shall be restricted to the Banwell Road right-of-way and the 9 metre wide working corridor on the south side of the drain between Station 1+032 and Station 2+107, measured from the south top of bank.

Following construction, the working area for future maintenance between 2+067 and Station 2+107 shall be 15 metres wide offset from the centerline of culvert. The corridor shall include 10 metres wide south of the culvert centerline and 5 metres wide north of the culvert centerline.

Any damages to lands and/or roads from the Contractor's work shall be rectified to preexisting conditions at his/her expense.

SPECIAL PROVISIONS - OPEN DRAIN

5.0 EXCAVATION AND LEVELLING OF EXCAVATED MATERIALS

5.1 Excavation of Existing Drain Channel

In all cases, the Contractor shall use the benchmarks to establish the proposed grade. However, for convenience, the drawings provide the approximate depth from the surface of the ground and from the existing drain bottom to the proposed grades. THE CONTRACTOR SHALL NOT EXCAVATE DEEPER THAN THE GRADELINES SHOWN ON THE DRAWINGS. Should over-excavation of the drain bank occur, the Contractor will not be permitted to repair with native material packed into place by the excavator and reshaped. Should over-excavation occur, the Contractor will be required to have a bank repair detail engineered by a Professional Engineer (hired by the Contractor), to ensure long term stability of the bank is maintained. Such repairs shall be subject to approval by the Engineer and will be at no extra cost to the item.

All excavated material shall be handled as specified in Section 5.2. Materials deposited on the lands shall be within the working corridors, or as specified on the drawings. Upon allowing drying of excavated materials (if necessary) and as approved by the Drainage Superintendent, the Contractor shall level excavated materials in accordance with Section 5.2. Excavated material shall not be placed on dykes, in ditches, tiles or depressions intended to conduct water into the drain.

Seeding of the disturbed drain banks shall be completed immediately following drain construction and as specified in Section 8.0.

Except on culverted lands, that Contractor shall seed ALL disturbed areas, including all spoils and any exposed soil resulting from construction.

All excavation work shall be done in such a manner as to not harm any vegetation or trees, not identified in this report or by the Drainage Superintendent for clearing. Any damages to trees or vegetation caused by the Contractors work shall be rectified to the satisfaction of the Drainage Superintendent.

The Contractor shall exercise caution around existing tile inlets and shall confirm with the property owners that all tiles have been located and tile ends repaired as specified.

5.2 Levelling of Excavated Materials

Excavation of the drain bottom shall be completed as specified in Section 5.1, above and also as specified below and as shown on the drawings.

Excavated drain materials shall be spread to a depth not to exceed 600 mm, unless specified otherwise on the drawings. Topsoil shall be spread to a minimum thickness of 100 mm, fine graded and seeded as specified in Section 9.0 & 10.0 promptly following spreading of material. The material shall be sufficiently levelled to allow for convenient maintenance by standard mowing equipment. All stones and other debris removed from the drain, which may interfere with mowing equipment, shall be disposed of off-site.

5.3 Trucking of Excavated Materials

The Contractor shall be solely responsible for acquiring all permits required for the dump site for excavated material to be trucked off-site. The Contractor shall restore any such areas which are damaged by his operations immediately with top soil and seed in accordance with Section 9.0 & 10.0. The Contractor will be held liable for damages to roads, sodded areas and gardens, resulting from his non-compliance with these Specifications.

6.0 TILE OUTLET REPAIR WORKS

The Contractor shall excavate a sufficient distance into the drain bank to accommodate the tile inlet repair. All new pipes shall be equipped with a new aluminized rodent gate and shall be as specified below.

- New high density polyethylene (H.D.P.E.) pipes shall have minimum 320 kPa pipe stiffness and conform to ASTM D3350, CAN/CSA B182.6-M92 and OPSS 1840.
- New plastic drainage tubing (Big 'O') shall be black (UV resistant) corrugated, high density, polyethylene tubing, made with high density polyethylene resin, meeting or exceeding Type III, Category 4 or 5, Grade P33 or P34, Class C per ASTM D1248 and shall have a minimum pipe stiffness of 170 kPa and 210 kPa at 5% deflection, when tested in accordance with ASTM D2412.
- New aluminized corrugated steel pipe minimum 1.6 mm thickness, 38 mm x 6.5 mm corrugations for pipe diameters ranging from 150 mm to 250 mm.
- New aluminized corrugated steel pipe minimum 2.0 mm thickness, 68 mm x 13 mm corrugations for pipe diameters ranging from 300 mm to 1000 mm.

All connections to the existing tile shall be in a silt-tight manner, as approved by the Drainage Superintendent. When connecting two (2) pieces of plastic drainage tubing, the Contractor shall use factory manufactured snap, insert or split couplers that are silt-tight. The area of the bank disturbed by the repairs and/or relocation shall be backfilled with compacted native material and shaped to match the contour of the adjacent drain bank. The Contractor shall minimize disturbance of the very sensitive banks. Where specified, disturbed areas shall then be covered with filter fabric followed by the placement of a minimum 300 mm thickness of graded rip-rap stone erosion protection as specified in Section 7.0. When cutting back the existing plastic drainage tubing exposes white tubing (non-UV resistant), the Contractor shall replace the last 6.0 m of drainage tubing, as specified above with black (UV resistant) tubing.

7.0 STONE EROSION PROTECTION (SEP)

The Contractor shall supply and install the required quantities of graded stone rip-rap erosion protection materials where specified. All stone to be used for erosion protection shall be 150 - 300 mm clear **quarried rock** or OPSS 1001 placed over a non-woven filter fabric Terrafix 270R or approved equivalent. **Concrete rip-rap will not be permitted.**

The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed.

8.0 HYDRAULIC SEEDING OF DRAIN BANK

The newly established drain bank and any other disturbed drain bank shall be hydraulic mulch seeded as specified herein. The surface shall be predominantly fine and free from weeds and other unwanted vegetation. All other loose surface litter shall be removed and disposed of.

Bonded Fibre Matrix shall consist of thermally refined wood fibers and 10% cross-linked hydro-colloidal tackifiers. It should be 100% biodegradable. The curing period shall be not more than 48 hours. Bonded Fibre Matrix shall be hydraulically applied and after application be capable of adhering to the soil. In a dry state, shall be comprised of not less than 70% by weight of long, stranded wood fibres held together by organic or mineral bonding agents or both.

Bonded Fibre Matrix shall be applied at a minimum rate of 3,700 kg of dry product per $10,000 \text{ m}^2$. It shall be thoroughly mixed with water in a hydraulic seeder and mulcher at a rate of 20-30 kg of dry product to 500-600 litres of water to form a homogeneous slurry. Refer to OPSS.PROV 804 for specifications.

Seeding and mulching shall be a one step process in which the seed, fertilizer and hydraulic mulch are applied simultaneously in a water slurry via the hydraulic seeder/mulcher. The materials shall be added to the supply tank while it is being loaded with water. The materials shall be thoroughly mixed into a homogeneous water slurry and shall be distributed uniform, cohesive mat over the prepared surface. The materials shall be measured by mass or by a mass-calibrated volume measurement, acceptable to the Drainage Superintendent.

The hydraulic seeder/mulcher shall be equipped with mechanical agitation equipment capable of mixing the materials into a homogenous state until applied. The discharge pumps and gun nozzles shall be capable of applying the material uniformly.

Grass seed shall be Canada No. 1 grass seed mixture meeting the requirements of a Waterway Slough Mixture as supplied by Growmark or approved equal, as follows:

Creeping Red Fescue	20%
Meadow Fescue	30%
Tall Fescue	30%
Timothy	10%
White Clover	10%

Bags shall bear the label of the supplier indicating the content by species, grade and mass. Seed shall be applied at a rate of 200 kg per 10,000 m².

Fertilizer shall be 8-32-16 applied at 350 kg per 10,000 m². It shall be in granular form, dry, free from lumps and in bags bearing the label of the manufacturer, indicating mass and analysis.

The hydraulic seeding shall be deemed "Completed by the Contractor" when the seed has established in all areas to the satisfaction of the Engineer. Re-seeding and/or other methods required to establish the grass will be given consideration to achieve the end result and the costs shall be incidental to the works.

9.0 TOPSOIL AND FINE GRADING

9.1 General

City of Windsor Standard Specifications S-34 shall apply and govern except as amended or extended herein.

9.2 Scope of Work

Scope of work to include the supply, installation and fine grading of minimum 100 mm thick topsoil for restoration, including but not limited to the preparation for the placement of seed/sod and boulevard restoration. The Contractor shall note that Ontario Regulation 406/19 is in effect and any soil imported to the project area shall meet the Table 3.1 Full Depth Excess Soil Quality Standards (ESQS) in a Non-Potable Ground Water Condition and Residential/Parkland/Institutional Property Use.

10.0 HYDRAULIC SEED AND MULCH

10.1 General

City of Windsor Standard Specifications S-15 and OPSS Form 572 shall apply and govern except as amended or extended herein.

10.2 Scope of Work

Seed bags shall bear the label of the supplier indicating the content by species, grade and mass. Fertilizer shall be free from lumps and in bags bearing the label of the manufacturer, indicating mass and analysis.

Seeding and mulching shall be a one step process in which the seed, fertilizer and hydraulic mulch are applied simultaneously in a water slurry via the hydraulic seeder/mulcher. The

materials shall be added to the supply tank while it is being loaded with water. The materials shall be thoroughly mixed into a homogeneous water slurry and shall be distributed uniformly over the prepared surface. The materials shall be measured by mass or by a mass-calibrated volume measurement, acceptable to the Engineer.

The hydraulic seeder/mulcher shall be equipped with mechanical agitation equipment capable of mixing the materials into a homogenous state until applied. The discharge pumps and gun nozzles shall be capable of applying the material uniformly.

The Contractor shall monitor the placed seed and water the seeded areas as required to promote proper germination and growth. Any weed growth evident prior to establishment of grass shall be removed at the Contractor's expense. The Contractor will be required to submit his seed mixture design for approval prior to seeding.

Watering shall include any additional traffic controls required during the regular waterings.

Standard Seed Mix

The following seed mix shall be used in boulevard areas:

- 40% Turf Type Perennial Rye
- 40% Fescue
- 20% Blue Grass

Nurse Crop:

• Annual Rye Grass

Low Maintenance Seed Mix (Provisional)

Grasses, Sedges and Rushes:

•	Big Bluestem (Andropogon Gerardi)	25%
•	Canada Wild Rye (Elymus Canadensis)	25%
•	Switch Grass (Pancicum Virgatum)	25%
•	Fox Sedge (Carex Vulpinoidea)	1-5%
•	Bebb's Sedge (Carex bebbii)	1-5%
•	Soft Rush (Juncus Effusus)	1-5%
Forbs:		
•	Nodding Bur Marigold (Bidens Cemua)	1-5%
•	Showy Tick Trefoil (Desmodium Canadense)	1-5%
•	Common Boneset (Eupatorium Perfoliatum)	1-5%
•	Gray-Headed Coneflower (Ratibida Pinnata)	1-5%
•	Blue Vervain (Verbena Hastata)	1-5%
•	Missouri Ironweed (Vemonia Missurica)	1-5%
	-	

Nurse Crop:

- Annual Oats (Avena Sativa), or
- White Millet (Panicum Milliaceum)

The hydraulic seeding shall be deemed "Completed by the Contractor" when the seed has established in all areas to the satisfaction of the Engineer. Re-seeding and/or other methods required to establish the grass will be given consideration to achieve the end result and the costs shall be incidental to the works.

11.0 TEMPORARY SILT CONTROL

The Contractor shall implement temporary erosion and sediment control measures through the course of the drainage works in accordance with OPSS.MUNI 805. An erosion and sediment control plan shall be submitted to the Drainage Superintendent or Engineer for review and approval prior to commencing the works. The measures shall be maintained in working order throughout the duration of the contract and removed upon completion of the works.

11.1 Rock Check Dam

Rock check dam shall be installed upstream of Bridge No. 5 (Anchor Road) prior to commencing construction. The location and exact dimensions of the rock check dams will be confirmed with the Drainage Superintendent prior to their installation. Installation shall be in accordance with OPSD 219.211 with the modifications to size as discussed with the Drainage Superintendent.

The rock check dam will not be removed until as directed by the Drainage Superintendent.

11.2 Refuge Stilling Pool

The Contractor shall construct a refuge stilling pool in the bottom of the open drain in accordance with OPSD 219.220 and immediately upstream of the rock check dam. The contractor shall excavate the pool in the drain bottom to enhance fish habitat. The pool shall have a length of 4 metres, a bottom width of 1.0 metres with 1:1 side slopes and a depth below design grade of 300 mm. A stone rip-rap lining, countersunk and 200 mm thick with filter fabric underlay, shall be placed in the bottom. The pool shall be centred on the finished bottom width of the drain as specified herein. Material excavated from the pool shall be disposed of in the same manner as all other material excavated from the channel bottom.

12.0 MAINTENANCE OF FLOWS

The Contractor shall, at his own cost and expense, for all stages of construction provide for and maintain the flow of all sewers, drains, ditches and water courses which may be encountered during the progress of the work including connections of existing sewer pipe and leads as well as installation of temporary sewers and catchbasins to maintain positive drainage in the boulevards. The Contractor will be required to reconnect all existing sewers at the end of each work day.

Should the Contractor wish to divert, block or otherwise impede or alter flows in any existing sewers, drains, ditches or water courses, he shall be required to submit details and sketches of the proposed methods, to the Engineer for approval, prior to proceeding. If the Contractor wishes to divert flows by way of a pumped by-pass system, stamped engineering drawings are required. This submission shall include any emergency measures which may be required in the event of heavy rainfalls, sewer surcharging, flooding, etc.

The Contractor shall note that by-pass rates for the Gouin Drain and Lachance Drain are as follows:

Gouin Drain

2-year 4 hour event : 2.33 m³/s
 25-year 4 hour event : 3.51 m³/s

The Contractor will be required to provide a comprehensive by-pass plan to control flows at both drain locations during the installation of the new drain enclosures. The by-pass plan must be stamped by a professional Engineer.

13.0 NATURAL ENVIRONMENT MITIGATION MEASURES

The Contractor shall be responsible for completing drainage works in compliance with the following natural environment mitigation measures.

13.1 Fish Salvage

The Contractor is responsible for completing fish salvages and relocations to a suitable body of water necessary to complete the works. Fish salvage and relocations shall occur prior to the commencement of affected works under a License to Collect Fish for Scientific Purposes obtained from the Ministry of Natural Resources.

13.2 General Mitigation Measure During Construction

To avoid and mitigate the potential for prohibited effects to fish and fish habitat, the Contractor shall implement the measures listed below:

- Plan in-water works, undertakings and activities to respect timing windows, or as stipulated by the Ministry of Natural Resources and Forestry (MNRF), to protect fish, including their eggs, juveniles, spawning adults and/or the organisms upon which they feed and migrate.
- Capture, relocate and monitor for fish trapped within isolated, enclosed, or dewatered areas
- Dewater gradually to reduce the potential for stranding fish
- Screen intake pipes to prevent entrainment or impingement of fish
- Use the code of practice for water intake screens
- Apply the interim code of practice for temporary cofferdams and diversion channels
- Limit impacts on riparian vegetation to those approved for the work, undertaking or activity
- Limit access to banks or areas adjacent to waterbodies
- Re-vegetate disturbed areas
- Replace/restore any other disturbed habitat features and remediate any areas impacted by the work, undertaking or activity
- Conduct in-water undertakings and activities during periods of low flow
- Limit the duration of in-water works, undertakings and activities so that it does not diminish the ability of fish to carry out one or more of their life processes (spawning, rearing, feeding, migrating)
- Develop and implement a Sediment Control Plan to minimize sedimentation of the waterbody during all phases of the work, undertaking or activity
- Conduct all in-water works, undertakings or activities in isolation of open or flowing water to reduce the introduction of sediment into the watercourse
- Schedule work to avoid wet, windy and rainy periods (and heed weather advisories)
- Inspect and maintain regularly the erosion and sediment control measures and structures during all phases of the project
- Operate machinery on land, or from barges or on ice
- Monitor the watercourse to observe signs of sedimentation during all phases of the work, undertaking or activity and take corrective action
- Dispose and stabilize all dredged material above the high water mark of nearby waterbodies to prevent entry in the water
- Maintain an appropriate depth and flow (i.e., base flow and seasonal flow of water) for the protection of fish and fish habitat
- Do not deposit any deleterious substances in the water course

13.3 Spill Response Plan

The Contractor shall develop and implement a response plan to avoid a spill of deleterious substances. At a minimum, the plan shall include the following:

- Keep an emergency spill kit on site during the work, undertaking or activity
- Report any spills of sewage, oil, fuel or other deleterious material, whether near or directly into a water body
- Ensure clean-up measures are suitably applied so as not to result in further alteration of the bed and/or banks of the watercourse
- Maintain all machinery on site in a clean condition and free of fluid leaks
- Wash, refuel and service machinery and store fuel and other materials for the machinery in such a way as to prevent any deleterious substances from entering the water
- Dispose all construction, demolition or commercial logging materials waste above the high water mark of nearby waterbodies to prevent re-entry

SPECIAL PROVISIONS - BRIDGE WORK

14.0 BRIDGE WORK

14.1 Existing Structure(s)

The Contractor shall completely remove the existing road culvert(s) as follows:

- Banwell Road, consisting of a 15.6 m long, 2240 mm x 1630 mm corrugated steel pipe arch (CSPA) with bagged concrete endwalls.
- Temporary Access Culvert T1, consisting of 17.1m long, 1800 mm x 900 mm concrete box culvert with sloping stone endwalls.
- Temporary Access Culvert T2, consisting of 17.1m long, 1800 mm x 900 mm concrete box culvert with sloping stone endwalls.
- Bridge No. 11, consisting of 7.9 m long, 2240 x 1600 mm corrugated steel pipe arch (CSPA) with bagged concrete endwalls.
- Bridge No. 12, consisting of 7.6 m long, 2240 x 1600 mm corrugated steel pipe arch (CSPA) with bagged concrete endwalls.

14.2 Location of Bridge Replacement

The bridge replacement shall be located and installed as shown on the drawings.

14.3 Materials for New Bridge

Materials shall be as follows:

Culvert Pipe	Bridge No. 13: New 90.28 metres long, 3000 mm span x 1800 mm rise
	quality precast concrete box culvert as per OPSS 1821 (37 unit lenoths)

Pipe Bedding Below Granular 'A

Granular 'A' conforming to OPSS Division 10.

Beneath Road Surface and Shoulders, Backfill to Bottom of Granular 'A' Road Subgrade materials Granular 'A' conforming to OPSS Division 10.

Beyond Road Surface and Shoulders, Backfill 300 mm Above Pipe to Finished Topsoil Layer Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances. Alternatively, Granular 'A' or 'B' conforming to OPSS Division 10.

Concrete Blocks

New Interlocking Concrete Blocks. The concrete to be used for the block endwalls shall have a minimum strength of 25 MPa shall be air entrained concrete with air content ranging from 5-7%. The void space between the blocks and pipe shall be formed and filled with concrete minimum 20 MPa and shall be air entrained concrete with air content ranging from 5-7%.

Filter Fabric

"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.

Erosion Stone

All stone to be used for erosion protection shall be 150 - 300 mm clear quarried rock or OPSS.Muni 1004, minimum 300 mm thickness.

14.4 Precast Concrete Box Culvert

The concrete box culvert shall be precast with sewer inlets and maintenance hole tees as shown on the Drawings attached herein. The inlet section shall have a 15 degree skew as shown on the Drawings. Box culvert joints shall include waterproofing and protections boards. Concrete cut-off walls shall be installed on the upstream and downstream end of the culvert.

The Contractor shall provide detailed design drawings of the cut-off walls at least eight (8) weeks before commencement of fabrication to the Owner/Engineer for acceptance.

14.5 Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density; imported clean native materials shall be supplied, placed and compacted to 95% of their maximum dry density.

14.6 Native Materials

Native materials suitable for use as backfill, as defined under Section 13.3, shall be salvaged from the existing bridge site as required to complete the work as shown on the drawings. Any surplus native materials (if any) not required in the bridge installation shall be disposed of off-site.

14.7 Site Cleanup and Restoration

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

15.0 RETAINING WALLS

15.1 General

OPSS.MUNI 940 shall apply and govern expect as extended or amended herein.

15.2 Scope of Work

The work shall include the design, detailing, supply, delivery and installation of the retaining walls at the following locations:

• New Gouin Drain Culvert Endwalls (west and east ends)

Included in this item is the following:

- The detailed design of the precast block retaining walls with the ability to support the connectivity of a pedestrian railing, bike railing, etc.;
- Preparation and submission of sealed working drawings;
- Incorporation of comments made by the Engineer;
- The supply and delivery of the blocks and related materials;

- The on-site installation of the precast block retaining walls in accordance with Manufacturer's recommendations/requirements;
- The supply and placement of granular backfill material and subdrain for the retaining wall.

The retaining wall shall be Redi-Rock by Miller Group or approved equivalent selected based on the following MSE Attributes:

Application: Wall/Slope
Geometry: Vertical
Appearance: High
Performance: High

15.3 Design and Submission Requirements

Design:

Design of the retaining walls is the responsibility of the Contractor. The design is to conform to the latest version of CHBDC CSA-S6 as implemented for Ontario CL-625-ONT Live Loading and railing loading, the geotechnical report and the requirements of the specification and should be in accordance with good engineering practice. Design shall include but not be limited to: sequence of stone or block placement, foundation preparation, material specifications, all dimensions and design criteria. The design shall consider but not be limited to global stability, soil loss, drainage and the potential for erosion of the wall base.

Improvements to the subgrade for founding the MSE such as additional excavation, additional granular material and/or subgrade strengthening, as determined by a geotechnical engineer and MSE designer, shall be completed by the Contractor at no additional cost to the Owner.

The following shall be considered for the design of retaining walls:

- Differential hydrostatic pressures;
- Water level in front of retaining wall vs. water level within/behind wall;
- Potential for loss of fines (piping) from the granular backfill;
- Potential use of courser backfills with little or no fines at/below HWL;
- Pullout capacity and frictional resistance between reinforcements and select backfill under submerged conditions (buoyant unit weight);
- Adequate wall embedment depth;
- Adequate reinforcement length;
- Scour protection rip-rap –properly sized and filter graded; and
- CHBDC structure design requirements for a 75-year service life stability, durability, long term performance.

16.0 CATCHBASINS

16.1 General

City of Windsor Specification S-2 and OPSS.MUNI 407 shall apply and govern except as amended or extended herein.

16.2 Scope of Work

The Contractor shall supply and install precast concrete catchbasins, including connections to existing catchbasin leads and cast iron frames and covers in accordance with the detail shown on

the contract drawings.

Where standard catchbasin (CB) is specified it shall conform to City of Windsor Standard Drawing AS-309A and OPSD 400.082 and 400.010 and including box-out per City of Windsor Standard Drawing AS-546.

16.3 Bedding and Backfill

Non-shrink backfill shall be used to backfill all concrete catchbasins if mechanical compaction cannot be achieved with granular backfill. No claims will be entertained for non-shrink backfill if granular backfill compaction cannot be achieved.

16.4 Non-Shrink Fill Material

Portland cement stabilized granular backfill, known as Non-shrink fill, shall be used to backfill excavations within the limits of the proposed roadway, including a distance up to 1.5 m from the back of the proposed curb, where working space is limited. This includes excavations adjacent to structures such as manholes and catchbasins, or any other location where standard hoe-pack equipment cannot be used for mechanical compaction of Granular "A" material.

Materials to be used for Non-shrink fill material shall have the following properties:

- i) Cement type Normal Portland.
- ii) Aggregate shall be Granular "A" or Granular "B" Type 1 with 100 percent passing the 1.5 inch sieve.
- iii) Slump at point of discharge shall be 150 mm to 200 mm.
- iv) Admixtures shall conform to OPSS 1303 but calcium chloride or pozzolanic mineral admixtures shall not be used. Air entraining admixtures may be added if desired to reduce segregation.
- v) Minimum 24 hour strength to be 70 kilopascals and minimum 28 day strength to be 410 kilopascals.

Mix proportions shall be selected in accordance with the latest revision of Section 14 of CSA Specification CAN3-A23.1-M77 where applicable. Approximate proportion per cubic yard for estimating only, - 19 kgs. of cement, 1637 kgs. of Granular "A".

Non-shrink fill material shall flow into the excavation so that the entire space is filled.

17.0 CATCHBASIN LEADS

17.1 General

City of Windsor Standard Specification S-1 and OPSS.MUNI 410 shall apply and govern except as amended or extended herein.

17.2 Scope of Work

The Contractor shall supply and install catchbasin leads including connection to the catchbasin and to the storm sewers or as shown on the Contract Drawings. Granular "A" compacted to 100% Standard Proctor Maximum Density shall be used as backfill.

18.0 CULVERT WATERPROOFING

18.1 General

OPSS.MUNI 914 shall apply and govern expect as extended or amended herein.

18.2 Materials

The waterproofing system shall comply with those listed in the Table 1.

Table 1: Waterproofing Materials for Joints

Manufacturer	Self-Adhering Waterproofing Membrane	Primer/Adhesive	Joint Sealant
WR Meadows	MEL-ROL	Mel-prime	Pointing mastic
Henry	Blueskin WP200	Blueskin Primer	570-05 Polybitume
Grace Construction Products	Bituthene System 4000	Bituthene System 4000 Surface Conditioner	Bituthene Liquid Membrane

Notes:

- 1. The membrane shall be applied with the primer/adhesive
- 2. The self-adhering waterproofing membrane, the primer/adhesive, and the joint sealant shall be from the same manufacturer.

18.3 Construction

Operational Constraints:

All waterproofing materials shall be properly stored and maintained at the waterproofing manufacturer's recommended temperatures.

Waterproofing shall be completed after the culvert has been installed according to the Contract Documents.

Prior to application of waterproofing:

- a) Concrete curing shall be completed according to the Contract Documents.
- b) Concrete cured using burlap and water or moisture vapour barrier shall be air cured for at least 72 hours.
- c) Any voids or spalls in the concrete shall be repaired as specified in the Contract Documents
- d) The concrete surface shall be clean and smooth with any sharp projections or fins removed.
- e) The surface of the concrete shall be abrasive blast cleaned according to OPSS 929 to expose sound, laitance-free concrete.

Self-Adhering Waterproofing Membrane:

a) Extent of Coverage

Except as specified below, joints on the top surface of the culvert and 50% of the vertical portion of the joints, from the top of the culvert to the culvert mid-height, shall be waterproofed using the self-adhering waterproofing membrane.

The membrane shall go top of steel connector plates, where present, and shall be extended to cover the entire connector plate.

Self-adhering waterproofing membrane shall not be applied to joints located in portions of the culvert that will not be covered with earth or granular material, as specified in the Contract Documents.

When the Contract Documents specify the placement of a protection or distribution slab on the top surface of the culvert, the self-adhering waterproofing membrane placement on the joints shall be limited to the 50% vertical portion plus a maximum 200 mm width on each side of the top of the culvert, measured from the culvert top edges

Protection board shall be applied to cover the membrane applied to the vertical surfaces of the culvert.

b) Application of Self-Adhering Waterproofing Membrane

The self-adhering waterproofing membrane shall be installed according to the waterproofing manufacturer's recommendations, and the following:

- i. The minimum air and concrete surface temperature at the time of primer/adhesive and membrane application shall be $5 \, ^{\circ}$ C.
- ii. The concrete surface shall be dry at the time of application of the primer/adhesive.
- iii. Immediately prior to the application of the primer the concrete surface shall be cleaned with a jet or oil-free compressed air to remove all dust and other foreign material.
- iv. The primer/adhesive shall be evenly applied with a roller or brush at a rate of 6.2 to 7.4 m³/L, or at a higher rate if recommended by the waterproofing manufacturer.
- v. The primer/adhesive shall be prevented from entering the culvert joint.
- vi. If the primer/adhesive is left exposed for more than 12 hours, the primer/adhesive shall be evenly reapplied prior to application of the membrane.
- vii. Release paper shall be removed prior to placement of the membrane.
- viii. The membrane shall be installed with a minimum overlap between sheets of 65 mm for both horizontal and vertical applications and shall be firmly bonded to the concrete surface.
- ix. All terminations of the membrane shall be sealed against moisture ingress with the joint sealant listed in Table 1, with minimum thickness of 3 mm and minimum width of 25 mm.
- x. Protection board applied to the membrane on the vertical surfaces of the culvert shall be secured to the membrane using the joint sealant listed in Table 1.

Prior to applying hot applied rubberized asphalt waterproofing to the top surface of the culvert, an inspection of the self-adhering waterproofing membrane installation shall be undertaken in the presence of the Contact Administrator. Any required repairs shall be carried out, to the satisfaction of the Engineer, prior to proceeding with hot applied rubberized asphalt waterproofing of the top surface of the culvert.

Defects of deficiencies affecting the performance of the self-adhering waterproofing membrane including but not limited to tears in the membrane of inadequate overlaps, shall be repaired by removal of the membrane in the affected area and reapplication to meet the requirements of this specification.

c) Sampling

The following samples of the primer/adhesive, self-adhering waterproofing membrane and protection board shall be taken in the presence of the Engineer:

- i. Self-adhering waterproofing membrane (1 m in length).
- ii. Protection board (700 mm x 500 mm).

iii. Primer/adhesive (approximately 500 ml).

The samples shall be placed in a bag along with Form PH-CC-340 and given to the Engineer.

Waterproofing of Precast Concrete Culvert:

After application of self-adhering waterproofing membrane to the joints, hot applied rubberized asphalt waterproofing membrane with protection board shall be applied to the top surface of the culvert or, when a protection or distribution slab is specified, to the top of the protection or distribution slab.

The application shall be according to OPSS 914, with the following amendments and additions:

- a) All references to deck in OPSS 914 shall mean the top surface of the culvert, or, when a protection or distribution slab is specified, the top surface of the protection or distribution slab.
- b) The application shall be to the top surface of the culvert that will be covered with fill material and extend to 1000 mm beyond the limit of the fill material specified in the Contract Documents.
- c) The application shall also cover the self-adhering waterproofing membrane applied to the joints.
- d) Membrane reinforcement shall be applied at the joints between precast concrete culvert elements. The membrane reinforcement shall be placed directly over the waterproofing membrane and pressed in while it is still tacky. The membrane reinforcement shall than be covered with an additional layer of waterproofing membrane.
- e) The application, including the protection board, shall extend 300 mm down the vertical faces from:
 - i. The top of the culvert or, when specified
 - ii. The top of the protection or distribution slab.
- f) If a headwall is specified in the Contract Documents, the application shall extend a minimum of 50 mm up the headwall.

Protection board shall extend over all areas of waterproofing on the horizontal and vertical surfaces of the culvert.

Backfilling shall not proceed until conditions specified in the Inspection After the Waterproofing of the Culvert Prior to Backfilling clause of OPSS 912 have been met.

GENERAL SPECIFICATIONS

1.0 AGREEMENT AND GENERAL CONDITIONS

The part of the Specifications headed "Special Provisions" which is attached hereto forms part of this Specification and is to be read with it. Where there is any difference between the requirements of this General Specification and those of the Special Provisions, the Special Provisions shall govern.

Where the word "Drainage Superintendent" is used in this specification, it shall mean the person or persons appointed by the Council of the Municipality having jurisdiction to superintend the work.

Tenders will be received and contracts awarded only in the form of a lump sum contract for the completion of the whole work or of specified sections thereof. The Tenderer agrees to enter into a formal contract with the Municipality upon acceptance of the tender. The General Conditions of the contract and Form of Agreement shall be those of the Stipulated Price Contract CCDC2-Engineers, 1994 or the most recent revision of this document.

2.0 EXAMINATION OF SITE, PLANS AND SPECIFICATIONS

Each tenderer must visit the site and review the plans and specifications before submitting his/her tender and must satisfy himself/herself as to the extent of the work and local conditions to be met during the construction. Claims made at any time after submission of his/her tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions, will not be allowed. The Contractor will be at liberty, before bidding to examine any data in the possession of the Municipality or of the Engineer.

The quantities shown or indicated on the drawings or in the report are estimates only and are for the sole purpose of indicating to the tenderers the general magnitude of the work. The tenderer is responsible for checking the quantities for accuracy prior to submitting his/her tender.

3.0 MAINTENANCE PERIOD

The successful Tenderer shall guarantee the work for a period of one (1) year from the date of acceptance thereof from deficiencies that, in the opinion of the Engineer, were caused by faulty workmanship or materials. The successful Tenderer shall, at his/her own expense, make good and repair deficiencies and every part thereof, all to the satisfaction of the Engineer. Should the successful Tenderer for any cause, fail to do so, then the Municipality may do so and employ such other person or persons as the Engineer may deem proper to make such repairs or do such work, and the whole costs, charges and expense so incurred may be deducted from any amount due to the Tenderer or may be collected otherwise by the Municipality from the Tenderer.

4.0 GENERAL CO-ORDINATION

The Contractor shall be responsible for the coordination between the working forces of other organizations and utility companies in connection with this work. The Contractor shall have no cause of action against the Municipality or the Engineer for delays based on the allegation that the site of the work was not made available to him by the Municipality or the Engineer by reason of the acts, omissions, misfeasance or non-feasance of other organizations or utility companies engaged in other work.

5.0 RESPONSIBILITY FOR DAMAGES TO UTILITIES

The Contractor shall note that overhead and underground utilities such as hydro, gas, telephone and water are not necessarily shown on the drawings. It is the Contractor's responsibility to contact utility companies for information regarding utilities, to exercise the necessary care in construction operations and to take other precautions to safeguard the utilities from damage. All work on or adjacent to any utility, pipeline, railway, etc., is to be carried out in accordance with the requirements of the utility, pipeline, railway, or other, as the case may be, and its specifications for

such work are to be followed as if they were part of this specification. The Contractor will be liable for any damage to utilities.

6.0 CONTRACTOR'S LIABILITY

The Contractor, his/her agents and all workmen or persons under his/her control including sub-contractors, shall use due care that no person or property is injured and that no rights are infringed in the prosecution of the work. The Contractor shall be solely responsible for all damages, by whomsoever claimable, in respect to any injury to persons or property of whatever description and in respect of any infringement of any right, privilege or easement whatever, occasioned in the carrying on of the work, or by any neglect on the Contractor's part.

The Contractor, shall indemnify and hold harmless the Municipality and the Engineer, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the Contractor's performance of the contract.

7.0 PROPERTY BARS AND SURVEY MONUMENTS

The Contractor shall be responsible for marking and protecting all property bars and survey monuments during construction. All missing, disturbed or damaged property bars and survey monuments shall be replaced at the Contractor's expense, by an Ontario Land Surveyor.

8.0 MAINTENANCE OF FLOW

The Contractor shall, at his/her own cost and expense, permanently provide for and maintain the flow of all drains, ditches and water courses that may be encountered during the progress of the work.

9.0 ONTARIO PROVINCIAL STANDARDS

Ontario Provincial Standard Specifications (OPSS) and Ontario Provincial Standard Drawings (OPSD) shall apply and govern at all times unless otherwise amended or extended in these Specifications or on the Drawing. Access to the electronic version of the Ontario Provincial Standards is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/. Under the title Technical Manuals is a link to the Ontario Provincial Standards. Users require Adobe Acrobat to view all pdf files.

10.0 APPROVALS, PERMITS AND NOTICES

The construction of the works and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced in this Contract. The Contractor shall obtain all approvals and permits and notify the affected authorities when carrying out work in the vicinity of any public utility, power, underground cables, railways, etc.

11.0 SUBLETTING

The Contractor shall keep the work under his/her personal control, and shall not assign, transfer, or sublet any portion without first obtaining the written consent of the Municipality.

12.0 TIME OF COMPLETION

The Contractor shall complete all work on or before the date fixed at the time of tendering. The Contractor will be held liable for any damages or expenses occasioned by his/her failure to complete the work on time and for any expenses of inspection, superintending, re-tendering or resurveying, due to their neglect or failure to carry out the work in a timely manner.

13.0 TRAFFIC CONTROL

The Contractor will be required to control vehicular and pedestrian traffic along roads at all times and shall, at his/her own expense, provide for placing and maintaining such barricades, signs, flags,

lights and flag persons as may be required to ensure public safety. The Contractor will be solely responsible for controlling traffic and shall appoint a representative to maintain the signs and warning lights at night, on weekends and holidays and at all other times that work is not in progress. All traffic control during construction shall be strictly in accordance with the **Occupational Health and Safety Act** and the current version of the **Ontario Traffic Manuals**. Access to the electronic version of the **Ontario Traffic Manual** is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/, click on "Library Catalogue," under the "Title," enter "Ontario Traffic Manual" as the search. Open the applicable "Manual(s)" by choosing the "Access Key," once open look for the "Attachment," click the pdf file. Users require Adobe Acrobat to view all pdf files.

Contractors are reminded of the requirements of the Occupational Health and Safety Act pertaining to Traffic Protection Plans for workers and Traffic Control Plan for Public Safety.

14.0 SITE CLEANUP AND RESTORATION

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

15.0 UTILITY RELOCATION WORKS

In accordance with Section 26 of the Drainage Act, if utilities are encountered during the installation of the drainage works that conflict with the placement of the new culvert, the operating utility company shall relocate the utility at their own costs. The Contractor however will be responsible to co-ordinate these required relocations (if any) and their co-ordination work shall be considered incidental to the drainage works.

16.0 FINAL INSPECTION

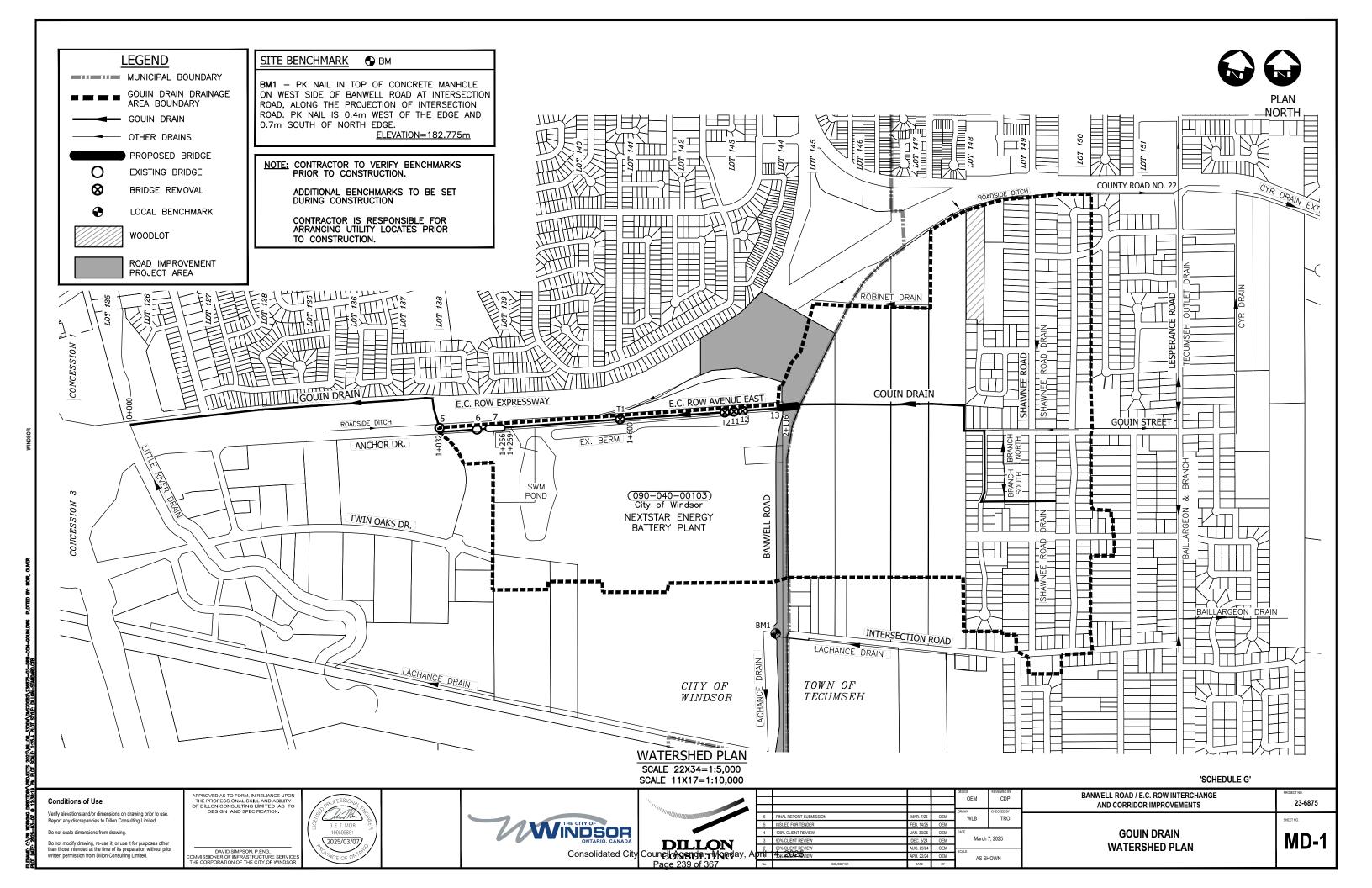
All work shall be carried out to the satisfaction of the Drainage Superintendent for the Municipality, in compliance with the specifications, drawings and the Drainage Act. Upon completion of the project, the work will be inspected by the Engineer and the Drainage Superintendent.

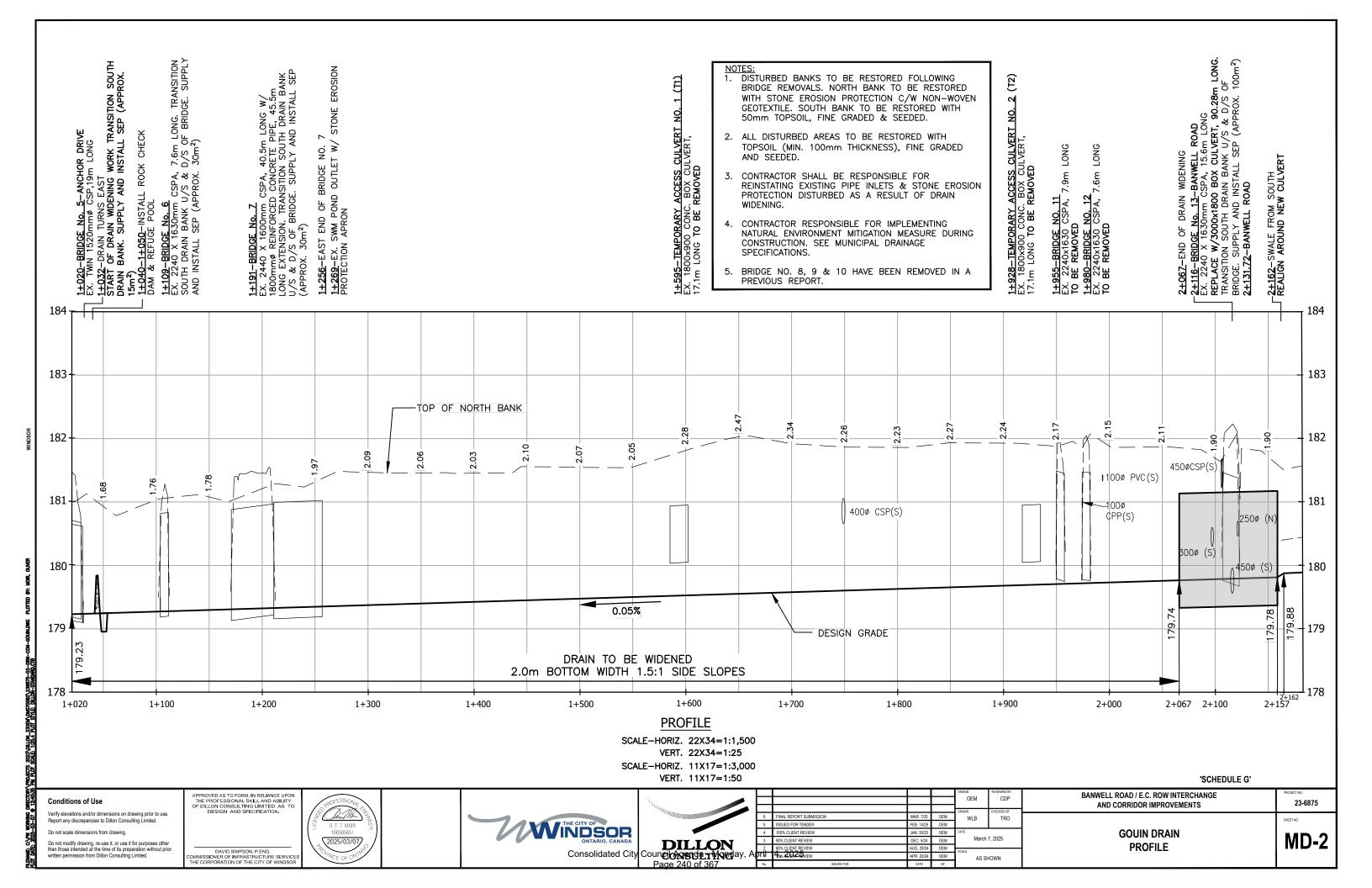
Any deficiencies noted during the final inspection shall be immediately rectified by the Contractor.

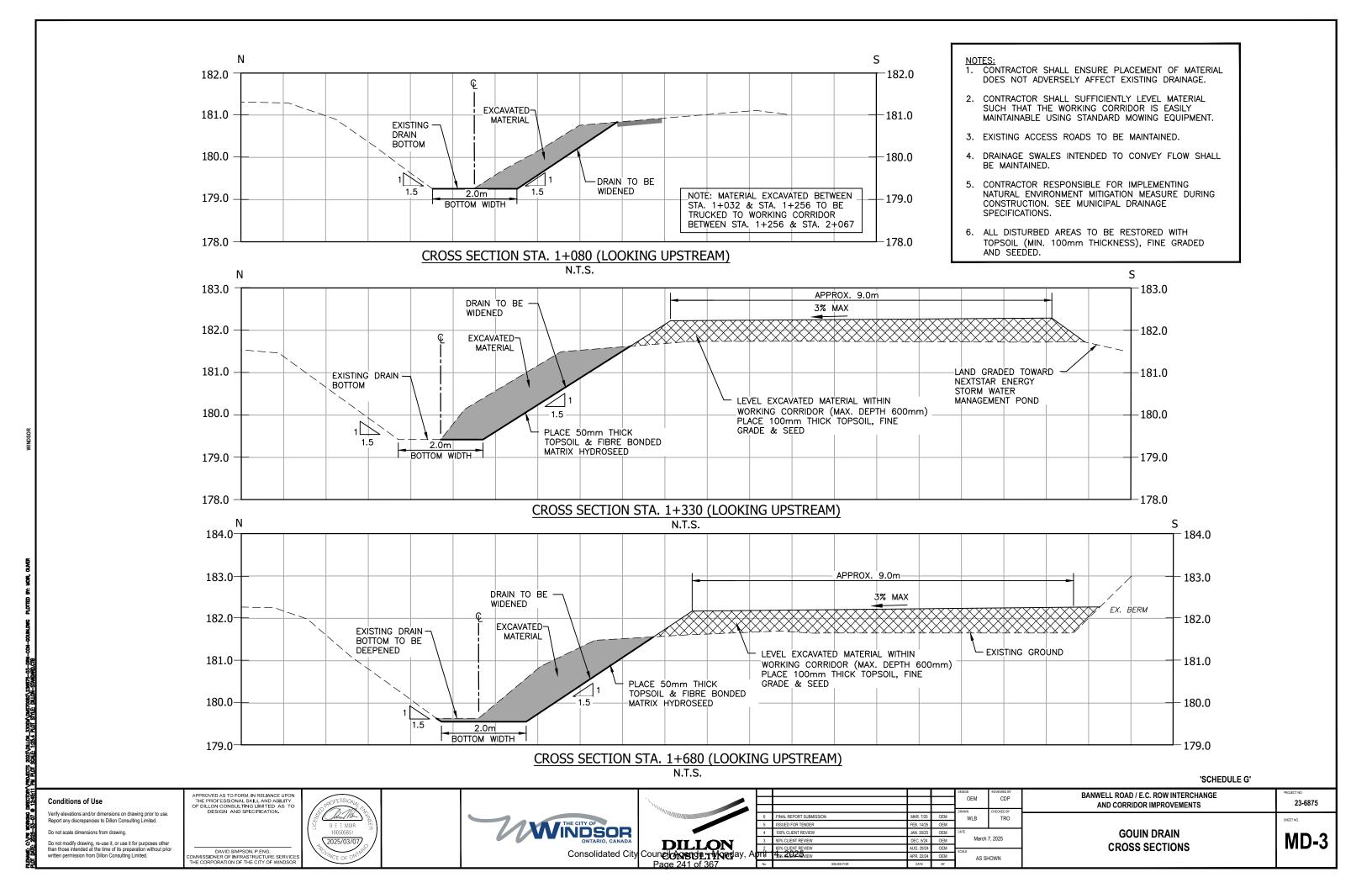
Final inspection will be made by the Engineer within 20 days after the Drainage Superintendent has received notice in writing from the Contractor that the work is completed, or as soon thereafter as weather conditions permit.

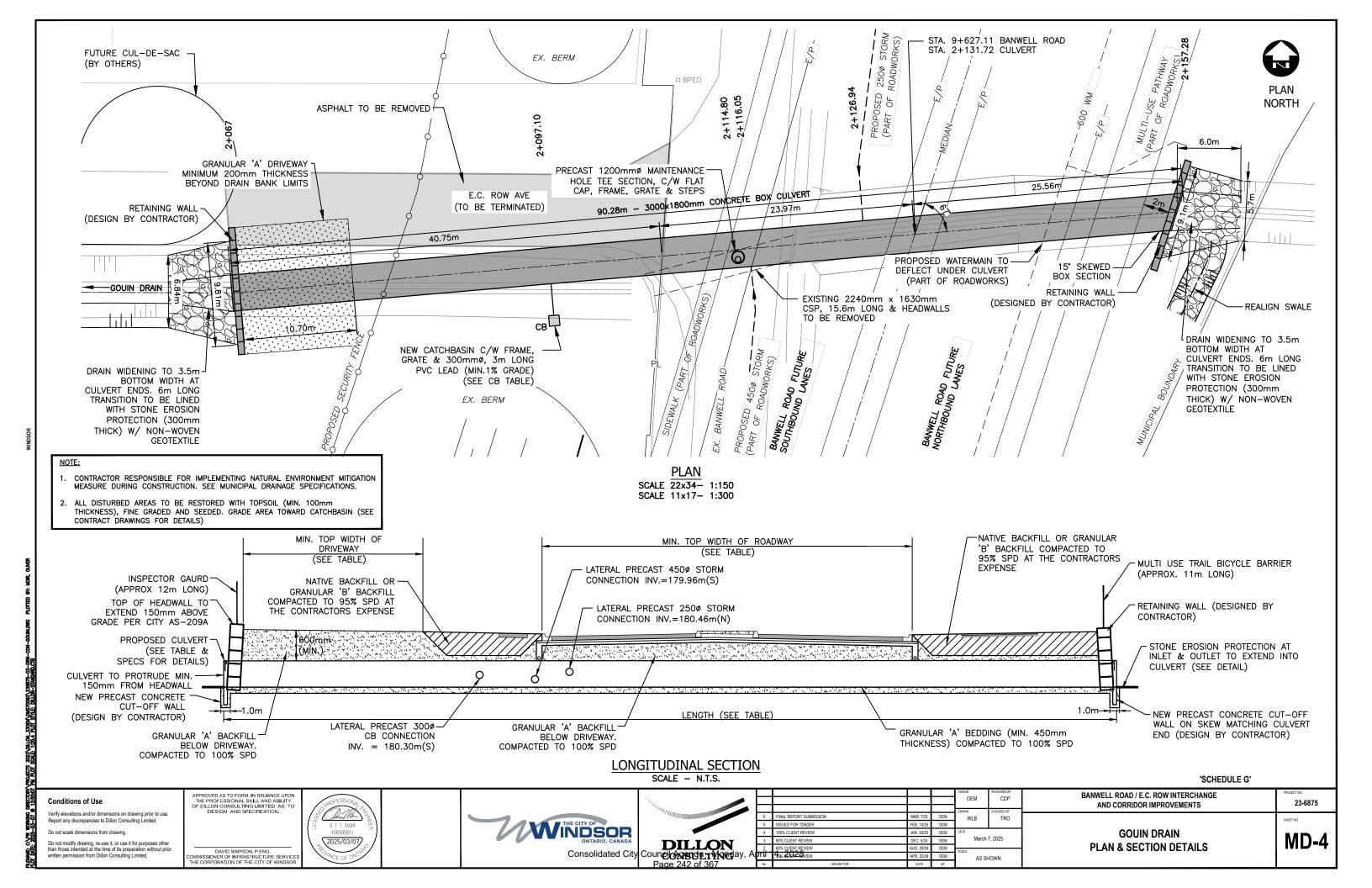
17.0 FISHERIES CONCERNS

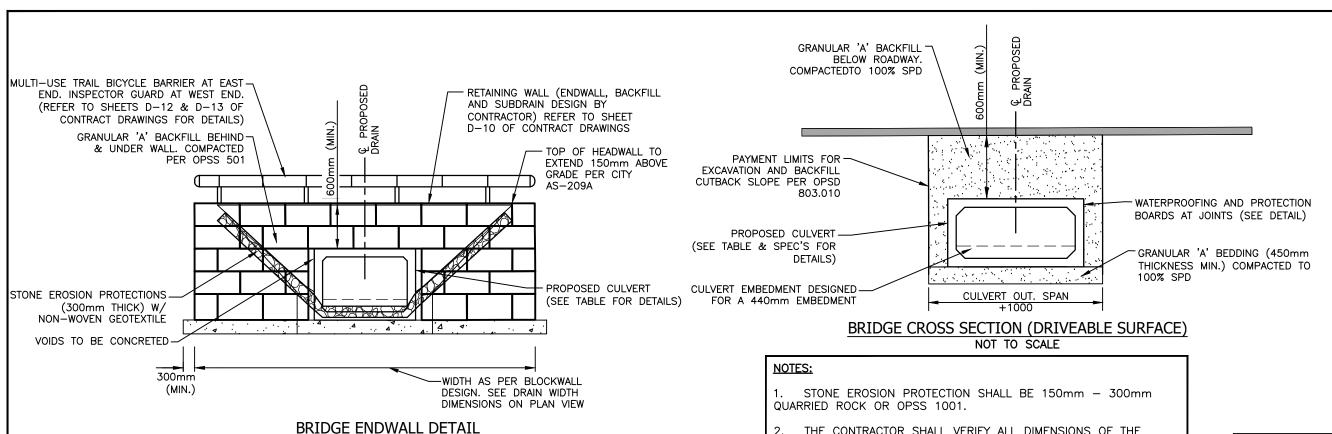
Standard practices to be followed to minimize disruption to fish habitat include embedment of the culvert a minimum 10% below grade, constructing the work 'in the dry' and cutting only trees necessary to do the work (no clear-cutting). No in-water work is to occur during the timing window unless otherwise approved by the appropriate authorities.











600X600mm CB C/W FRAME, GRATE &

300mmø, 3m LONG PVC SDR-35 LEADER

MIN. 1% GRADE

EXISTING DRAIN BANK

- 2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS OF THE PROPOSED WORK AND ALL DETAILS ON SITE AND REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR.
- 3. BACKFILL SHALL BE PLACED SIMULTANEOUSLY BEHIND BOTH SIDES OF THE CULVERT KEEPING THE HEIGHT OF THE BACKFILL APPROXIMATELY THE SAME. AT NO TIME SHALL THE DIFFERENCE IN ELEVATION BE GREATER THAN 500mm.
- 4. NO BEDDING OR CONCRETE SHALL BE PLACED UNTIL THE EXCAVATION AND THE CHARACTER OF THE FOUNDATION HAVE BEEN APPROVED BY A FOUNDATION ENGINEER. CARE SHALL BE TAKEN NOT TO DISTURB THE FOUNDING SOILS.
- 5. CONTRACTOR TO PROTECT ALL EXISTING UTILITIES WITH A METHOD APPROVED BY THE GOVERNING UTILITY.
- 6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING FLOW THROUGH THE WORK AREA.
- 7. DEWATERING WILL BE REQUIRED TO CONSTRUCT THE CULVERT AND RETAINING WALLS. THE DESIGN OF THE DEWATERING SYSTEM SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE DEWATERING SYSTEM SHALL LOWER THE GROUND WATER TABLE A MINIMUM 0.5m BELOW THE FINAL SUBGRADE LEVEL.
- 8. EXCAVATED MATERIAL ORIGINATING FROM THE ROAD CORRIDOR SHALL REMAIN WITHIN THE ROAD CORRIDOR AND BE MANAGED AS PART OF THE ROADWORKS.
- 9. RETAINING WALLS TO BE DESIGNED AND SEALED BY A PROFESSIONAL ENGINEER LICENSED IN THE PROVINCE OF ONTARIO.
- 10. CONTRACTOR SHALL SUBMIT P. ENG. STAMPED SHOP DRAWINGS TO PROJECT ENGINEER PRIOR TO MATERIALS ARRIVING AT SITE
- 11. CONTRACTOR TO PREPARE & SUBMIT PLAN FOR MAINTENANCE OF FLOWS TO PROJECT ENGINEER FOR REVIEW & APPROVAL

STRUCTURE TABLE				
	STATION	RIM ELEV.(m)	OUTLET INV.(m)	
СВ	2+097.10	181.70	180.85(N)	
МН	2+114.94	182.43	N/A	

TABLE - ACCESS CULVERT DESIGN	INFORMATION
DESCRIPTION	BRIDGE No. 13
PIPE INVERT ELEV. U/S SIDE(m)	179.34
PIPE INVERT ELEV. D/S SIDE(m)	179.30
TOP OF & BANWELL RD. SURFACE ELEV. (m)	182.60
DRAIN BOTTOM (m) (DESIGN) (AT CENTRELINE OF CULVERT)	179.76
MIN. TOP WIDTH OF ROADWAY (m)	32.0
MIN. TOP WIDTH OF DRIVEWAY (m)	10.7
MIN. CULVERT GRADE (%)	0.05
CULVERT TYPE	OPSS 1821 BOX
CULVERT MATERIAL	CONCRETE
CULVERT LENGTH (m)	90.28
CULVERT SIZE (mm)	3000x1800
CULVERT ENDWALL TYPE	CONC. BLOCK
TOP ELEV. OF CONCRETE BLOCK ENDWALL	182.25 (D/S) 182.89 (U/S)
-	

'SCHEDULE G'

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from dr

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

CUTBACK SLOPE PER OPSD-

803.010

DETAILS)

PROPOSED CULVERT

(SEE TABLE & SPEC'S FOR

CULVERT EMBEDMENT DESIGNED

FOR A EMBEDMENT OF 440mm

APPROVED AS TO FORM, IN RELIANCE UPON THE PROFESSIONAL SKILL AND ABILITY OF DILLON CONSULTING LIMITED AS TO DESIGN AND SPECIFICATION.

DAVID SIMPSON, P.ENG.

COMMISSIONER OF INFRASTRUCTURE SERVICES THE CORPORATION OF THE CITY OF WINDSOR

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CULVERT OUT. SPAN

BRIDGE CROSS SECTION (OUTSIDE DRIVEABLE SURFACE)

NOT TO SCALE

NOT TO SCALE

300mm

OPEN SECTION OF DRAIN BEYOND

BACKFILLED WITH NATIVE MATERIAL.

CULVERT TRENCH TO BE

- WATERPROOFING AND PROTECTION

BOARDS AT JOINTS (SEE DETAIL)

WALL (DESIGN BY CONTRACTOR)

THICKNESS MIN.). COMPACTED TO

(SEE DETAIL ON SHEET 7)
-GRANULAR 'A' BEDDING (450mm

100% SPD

NEW PRECAST CONCRETE CUT-OFF

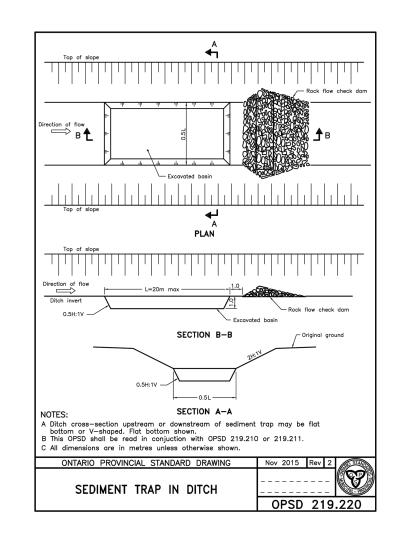
COMPACTED TO 100% SPD

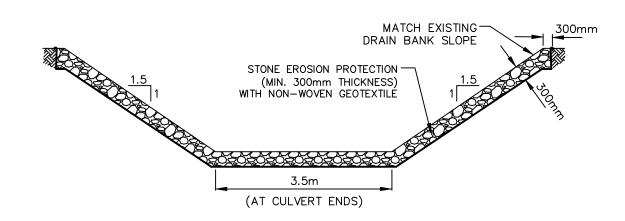


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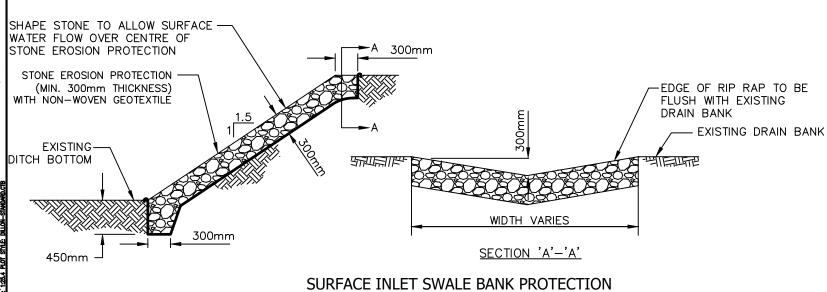
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					OEM	CDP
	_				DRAWN	CHECKED BY
	6	FINAL REPORT SUBMISSION	MAR. 7/25	OEM	WLB	TRO
	5	ISSUED FOR TENDER	FEB. 14/25	OEM		1
	4	100% CLIENT REVIEW	JAN. 30/25	OEM	DATE	
	3	90% CLIENT REVIEW	DEC. 5/24	OEM	March	7, 2025
	2	60% CLIENT REVIEW	AUG. 29/24	OEM	SCALE	
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BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS	PROJECT NO. 23-6875
	SHEET NO.
GOUIN DRAIN BRIDGE DETAILS	MD-5

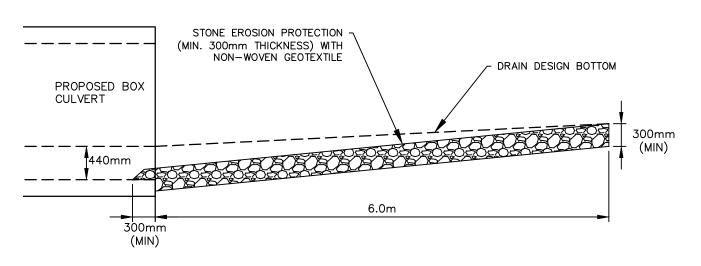




STONE EROSION PROTECTION AT INLET & OUTLET (SECTION VIEW)



NOT TO SCALE

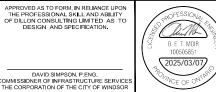


STONE EROSION PROTECTION AT INLET & OUTLET (LONGITUDINAL VIEW)

'SCHEDULE G'

Verify elevations and/or dimensions on drawing prior to use Report any discrepancies to Dillon Consulting Limited.

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

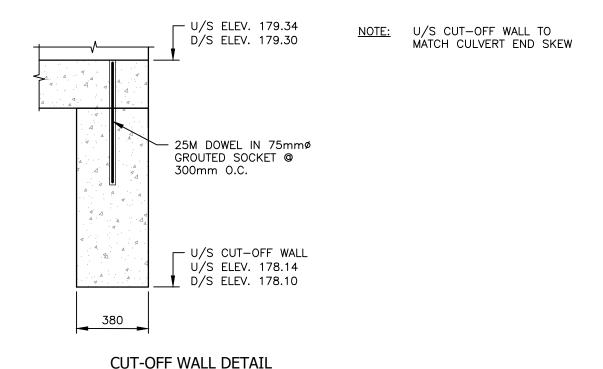




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				OEM	CDP	BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS	PROJECT NO. 23-6875
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DRAIN TRANSITION TYPICAL DETAIL AT EXISTING CULVERTS (SLOPING STONE & HEADWALL) N.T.S.



PRECAST BOX CULVERT SECTION -INTERIOR EXTERIOR 450mm WIDE BASE STRIP SELF SEAL ALL TERMINATIONS AND ADHERING WATERPROOFING SEAMS WITH COMPATIBLE SELF-ADHESIVE AIR/VAPOUR 950mm WIDE CAP SHEET SELF BARRIER ADHERING WATERPROOFING W/PROTECTION BOARD

NOTE:

• DO NOT WATERPROOF EXPOSED JOINTS.

PRECAST JOINT WATERPROOFING DETAIL N.T.S.

'SCHEDULE G'

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use Report any discrepancies to Dillon Consulting Limited.

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APPROVED AS TO FORM, IN RELIANCE UPON THE PROFESSIONAL SKILL AND ABILITY OF DILLON CONSULTING LIMITED AS TO DESIGN AND SPECIFICATION.

NOT TO SCALE

DAVID SIMPSON, P.ENG. COMMISSIONER OF INFRASTRUCTURE SERVICE THE CORPORATION OF THE CITY OF WINDSOR





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GOUIN DRAIN MISCELLANEOUS DETAILS

MD-7

23-6875

BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS



Council Report: C 46/2025

Subject: Lachance Drain Provisional By-Law for Repair and

Improvement - Ward 9

Reference:

Date to Council: April 14, 2025

Author: Tom Graziano

Engineer III / Drainage Superintendent

(519) 255-6257 Ext. 6490 tgraziano@citywinsor.ca Development – Engineering Report Date: 3/25/2025 Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

- I. That City Council ADOPT the Drainage Report completed by Dillon Consulting Ltd. dated March 24, 2025 (attached), for the Road Bridge Replacement & Farm Access Culvert Over the Lachance Drain (Banwell Road Improvements) by giving first and second readings to Provisional By-law _____-2025 in accordance with Section 45 of the Drainage Act.
- II. That Council **DIRECT** the Clerk to set a date for the first sitting of the Court of Revision and distribute the Provisional By-law and the Notice of the Court of Revision, in accordance with Sections 46(2) and 46(3) of the Drainage Act, R.S.O. 1990.

Executive Summary:

N/A

Background:

The Lachance Drain is a municipal drain servicing both the City of Windsor and the Town of Tecumseh. The drainage area includes properties within the City of Windsor located north of the Canadian Pacific Railway, west of Banwell Road, and outlets to the Little River.

In September 2023, the City of Windsor engaged Dillon Consulting Limited through a public competitive bid process to undertake the necessary Consulting Services for a Detailed Design of the Banwell Road / E.C. Row Expressway Interchange & Corridor Improvements project (CAOP 128/2023, attached as Appendix A) from the EC Row

Expressway south to the CP Rail. Detailed design includes the need to reconstruct and widen the existing Lachance Drain culvert under Banwell Road, and as such Dillon was retained to complete the necessary Drainage Report. In November 2023, City Council delegated to the CAO authority to approve the appointment of a Drainage Engineer pursuant to Section 8 of the Drainage Act, through CAO 297/2023.

A virtual meeting was hosted by Dillon Consulting Ltd. on March 21, 2024, and was attended by representatives of both municipal governments and property owners residing within the Town of Tecumseh. Following the meeting it was determined that the final report would not be distributed to upstream landowners as the scope of work is not expected to impact them. Affected landowners have received a notification related to this report, and they can request a copy of the final report if they wish to do so.

Discussion:

No major concerns were raised during the virtual meeting hosted by Dillon Consulting Ltd. and the report was able to be finalized and returned to the City of Windsor on December 11, 2024, for review by the City, the Town of Tecumseh and the Essex Region Conservation Authority.

On January 18, 2025, the owner of property Roll No. 570-034500 (located within the Town of Tecumseh) submitted a request to the Town of Tecumseh for a new farm access culvert under Section 78 of the Drainage Act. This request arose due to the Banwell Road Improvements, which removed the property's access. As a result, the new access culvert is considered part of the necessary drainage works on the Lachance Drain to accommodate the road improvements project.

In accordance with Section 45 of the Drainage Act, City Council is to consider the adoption of the engineer's drainage report, and if approved, the report will proceed to Provisional By-law.

Within 30 days of adopting the engineer's report, a copy of the Provisional By-law and a Notice of the Court of Revision meeting will be sent to all affected landowners listed in the schedule of assessment. The notice will inform landowners of their right to appeal drainage assessments or allowances to the Court of Revision. Appeals must be submitted in writing to the City Clerk no later than 10 days prior to the first sitting of the Court of Revision.

The final Engineer's Report, attached as an appendix to this report, identifies no technical issues or challenges within the defined scope of work. After the Court of Revision concludes and the appeal period expires, Council will consider giving third and final reading to the Provisional By-law.

Risk Analysis:

There are currently no identified risks to the Corporation in adopting the recommendation. A lack of adoption of the report, however, would risk the construction timelines for the project and limit the ability for the project to proceed according to the expected schedule.

Climate Change Risks

Climate Change Mitigation:

The recommendation does not materially impact upon Climate Change Mitigation.

Climate Change Adaptation:

The recommendation does not materially impact upon Climate Change Adaptation.

Financial Matters:

Construction expenses associated with the repair and improvements identified for the Lachance Drain have been estimated. This scope of work has been included under RFT-15-25 – Banwell Road/E.C. Row Interchange & Corridor Improvements, and costs will be covered under the associated Project ID 7255000.

Consultations:

Kathy Buis, Financial Planning Administrator

Patrick Robitaille, Project Administrator

Bernadette Andary, Executive Initiatives Coordinator

Aaron Farough, Senior Legal Counsel

Colleen Middaugh, Manager of Corporate Projects

Oliver Moir, Dillon Consulting Ltd.

Matthew Shiha, Town of Tecumseh

Conclusion:

Administration recommends that City Council provisionally adopt the Engineer's Report for the Road Bridge Replacement & Farm Access Culvert Over the Lachance Drain in the City of Windsor and the Town of Tecumseh, dated March 24, 2025, in accordance with Section 45 of the *Drainage Act*.

Planning Act Matters:

N/A

Approvals:

Name	Title					
Mark Spizzirri	Manager of Performance Measurement & Business Case Development					
Patrick Winters	Manager of Development					
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer					
David Simpson	Commissioner of Infrastructure / City Engineer					
Wira Vendrasco	City Solicitor					
Janice Guthrie	Commissioner Finance / City Treasurer					
Joe Mancina Chief Administrative Officer						

Notifications:

Name	Address	Email	

Appendices:

Drainage Report for the New Drain Alignment of a portion of the Lachance Drain in the City of Windsor & Town of Tecumseh

DRAINAGE REPORT FOR THE

ROAD BRIDGE REPLACEMENT & FARM ACCESS CULVERT OVER THE LACHANCE DRAIN (BANWELL ROAD IMPROVEMENTS)

IN THE CITY OF WINDSOR & TOWN OF TECUMSEH



FINAL
24 MARCH 2025
OLIVER E. T. MOIR, P.ENG.
FILE No. 23-6875

File No. 23-6875

Corporation of the City of Windsor Engineering – Design and Development 350 City Hall Square, Suite 310 Windsor, Ontario N9A 6S1



(BANWELL ROAD IMPROVEMENTS)
In the City of Windsor & Town of Tecumseh

Mayor and Council:

Instructions

Council appointed Dillon Consulting Limited under Section 78 of the Drainage Act on 10 November 2023 to prepare a report for the improvement of the Lachance Drain. The purpose of the appointment is to make recommendations for the replacement of the Banwell Road culvert as part of the Banwell Road Improvements.

On 18 January 2025, the owner of property Roll No. 570-34500 submitted a request for a new farm access culvert under Section 78 of the Act to the Town of Tecumseh. The access culvert is needed because the Banwell Road Improvements remove the existing access to said farm property. The request is therefore considered part of the drainage works required on the Lachance Drain to accommodate the road improvements works.

Watershed Description

The Lachance Drain commences along the south side of Intersection Road at Shawnee Road where it flows westerly as a closed drain to approximately the western boundary of Lot 148 where it begins to flow in an open channel until it crosses Banwell Road. It then turns southerly along the east side of Lot 143 for 365 metres before turning westerly outletting to the Little River Drain. The total length of the drain is approximately 2,442 metres.

The watershed area for the road culvert is approximately 65 ha (161 acres) and is nearly entirely within the Town of Tecumseh. The watershed area for the farm access culvert is approximately 26 ha (63 acres). The lands comprising the watershed are under mixed agricultural and residential use. Agricultural lands are randomly tiled. There is little topographic relief. From the Ontario Soil Survey (provided by the Ontario Ministry of Agriculture, Food and Rural Affairs), the principle surficial soil in the study area is described as Brookston Clay. Brookston clay is characterized as a poor draining soil type.



10 Fifth Street South

Chatham, Ontario

Canada

N7M 4V4

Telephone

519.354.7802

Fax

519,354,2050

Drain History

The recent history of Engineers' reports for the Lachance Drain follows:

- 25 March 2022 by Mark D. Hernandez, P.Eng.: The report recommended a drain realignment of a portion of the drain west of Banwell Road to accommodate development of the NextStar Energy Battery Production facility.
- 3 May 2019 by Mark D. Hernandez, P.Eng.: The report recommended the cleaning, brushing and repair of the entire drain including the establishment of grass buffers.
- 7 September 1988 by Lou Zarlenga, P.Eng.: The report recommended the cleaning and brushing of the entire drain including the replacement of all culverts.
- 3 August 1968 by C.G.R. Armstrong, P.Eng.: The report recommended the repair and improvement of the drain.

On-Site Meeting

An on-site meeting was held on 21 March 2023. A record of this meeting is provided in Schedule 'A', which is appended hereto.

Survey

Our survey was carried out in 2023 as part of the road improvements. Topographic survey acquired from the 2019 and 2022 reports was also referenced. The survey is comprised of the recording of topographic data in the location of the proposed road crossing.

Design Considerations

The City of Windsor is undertaking the reconstruction of Banwell Road to facilitate the change from a rural to an urban road cross section. As part of the Banwell Road improvements the road crossing over the Lachance Drain will require replacement.

An existing 13.9 m long, 1880 mm by 1260 mm corrugated steel pipe arch with concrete block end protection provides a road crossing. Recently, the culvert was extended to the west with a 30 m long, 1880 mm x 1260 mm corrugated steel pipe arch with sloping stone end wall by the City of Windsor to accommodate an access for the NextStar battery plant construction. The extension was completed outside of the provisions of the Drainage Act.

A Guide for Engineers working under the Drainage Act in Ontario, OMAFRA Publication 852 (2018) is the current reference document used by engineers carrying out work on municipal drains under the Act. The 2-year design storm is the recommended design standard applied to municipal drains within rural Ontario specific to open drain channels and low hazard agricultural field access crossings. For urban road crossings where there is a greater risk to public health and safety from potential flooding, a higher 25-year design storm is more appropriate. The proposed culvert is designed for the 25-year design storm flows. The farm access culvert is designed for the 2-year design storm flows.

We believe that these design standards should provide a reasonable level of service, but it should be clearly understood that runoff generated from large storms or fast snow melts may sometimes exceed the capacity of the proposed systems and result in surface ponding for short periods of time.



Allowances

No allowances under Section 29 for land used or Section 30 for damages have been provided since construction is to take place from the road allowance and all restoration to existing grassed areas and private land is included as part of the work. No Schedule 'B' for allowances is appended hereto.

Recommendations

For the improved Banwell Road crossing over the Lachance Drain, we recommend that the culvert be replaced with a new 58.56 m long, 1800 x 1500 mm precast concrete box culvert complete with vertical concrete block headwalls on the westerly downstream end, and sloping stone end wall on the easterly upstream end. The bridge is referred to as Bridge No. 5, which is consistent with the bridge numbering in the governing by-law report dated 3 May 2019.

We recommend a new farm access culvert (referring to as Bridge No. 6) be installed to provide access to the property Roll No. 570-34500 considering the property is losing its access off Banwell Road because of the road improvements. The new culvert shall consist of a 1000 mm diameter corrugated steel pipe, 9.1 metre wide granular driveable top width with sloping stone end walls.

Recommendations

Based on our review of the history, the information obtained during the site meeting and our examination and analysis of the survey data, we recommend that the Lachance Drain be improved as described below:

Item	Description	Amount
	SECTION 26 NON PRO-RATEABLE COSTS	
1.	Bridge removal, as follows:	
	• Station 1+706 (Banwell Road) - Remove and dispose of 44 m long, 1880 x 1260 mm CSPA and concrete block end wall from east end off-site. Salvage and stockpile existing rip rap from west end.	\$20,000.00
2.	Bridge No. 5 – Station 1+706 (City of Windsor Road Authority) – Banwell Road, as follows:	
	a) Supply and installation of a new 58.56 m long, 1800 x 1500 mm concrete box culvert (CHBDC CAN/CSA S6-06) (designed by Contractor), complete with concrete cut-off walls (designed by Contractor) Granular 'A' bedding and backfill (approximately 695 tonnes). Work includes waterproofing of joints complete with protection board.	\$340,900.00

Item	Description	Amount
	b) Supply and installation of concrete block retaining wall on the downstream end (designed by Contractor). Works include supply & installation of Inspector guard rail on headwall (approx. 10 m long).	\$44,500.00
	c) Supply and installation of stone erosion protection sloping end wall on upstream end (approximately 30 m²). Works include 500 mm thick native material buffer underneath stone.	\$2,700.00
	d) Supply and installation of stone erosion protection apron on upstream end (approximately 30 m ²).	\$2,700.00
3.	Bridge No. 6 – Station 2+055.5 (Roll No. 570-34500) – Supply and installation of a new 19 m long, 1000 mm diameter aluminized Type II corrugated steel pipe (CSP) (68 mm x 13 mm corrugations). Clearstone bedding material beneath pipe, minimum 150 mm thickness (approximately 15 tonnes). Granular 'B' backfill up to pipe springline of pipe (approximately 15 tonnes). Clean native or imported clean native backfill material from springline of pipe culvert to the underside of Granular 'A' driveway material and outside of driveway portion to construct the 0.50 m wide native buffer strips (approximately 165 m³). Granular 'A' (crushed limestone) compacted driveway surface, minimum 200 mm thickness (approximately 65 tonnes). Sloping stone end walls c/w filter cloth underlay (approximately 45 m²). Grass buffer strips (0.5 metre wide) on each side of driveway to be spread with 100 mm thick topsoil, fine graded and seeded.	\$19,700.00
4.	Temporary silt control measures during construction including supply and installation of rock check dam and sediment trap downstream of the work.	\$3,000.00
5.	Maintenance of flows during construction.	\$15,000.00
	SUB-TOTAL – SECTION 26 NON PRO-RATEABLE COSTS	\$448,500.00
6.	Survey, report, assessment and final inspection (cost portion)	\$41,500.00
7.	ERCA application, review and permit fee	<u>\$800.00</u>
	TOTAL – SECTION 26 NON PRO-RATEABLE COSTS	\$490,800.00

The estimate provided in this report excludes applicable taxes and was prepared according to current materials and installation prices as of the date of this report. In the event of delays from the time of filing of the report by the Engineer to the time of tendering the work, it is understood that the estimate of cost is subject to inflation. The rate of inflation shall be calculated using the Consumer Price Index applied to the cost of construction from the date of the report to the date of tendering.

Should the Road Authority elect to construct the drainage works across their road right-of-ways (Section 26.0 increased cost items) with their own forces, as per Section 69 of the Drainage Act, R.S.O., 1990, the Road Authority shall remain responsible for their allotment of costs for the preparation of this report as outlined in our estimate. Should the Road Authority elect not to undertake this work, the work items, as noted under Section 26 above, should be kept separate when tendering out the entire drainage works.

Assessment of Costs

The individual assessments are comprised of three (3) assessment components:

- i. Benefit (advantages relating to the betterment of lands, roads, buildings, or other structures resulting from the improvement to the drain).
- ii. Outlet Liability (part of cost required to provide outlet for lands and roads).
- iii. Special Benefit (additional work or feature that may not affect function of the drain).

We have assessed the estimated costs against the affected lands and roads as listed in Schedule 'C' under "Value of Special Benefit", "Value of Benefit" and "Value of Outlet." Since there is only one Special Benefit assessment, a separate schedule for Details of the Value of Special Benefit (Schedule 'D') is not required or included herein.

Assessment Rationale for Special Benefit Assessment

Special Benefit assessment shown in Schedule 'C' was derived as follows:

1. As the proposed works are directly a result of the proposed road improvements, all associated engineering and construction costs for the preparation and consideration of this report shall be assessed 100% to the City of Windsor Road Authority under Section 26 of the Drainage Act.

Utilities

It may become necessary to temporarily or permanently relocate utilities that may conflict with the construction recommended under this report. In accordance with Section 26 of the Drainage Act, we assess any relocation cost against the public utility having jurisdiction. Under Section 69 of the Drainage Act, the public utility is at liberty to do the work with its own forces, but if it should not exercise this option within a reasonable time, the Municipality will arrange to have this work completed and the costs will be charged to the appropriate public utility.

Future Maintenance

We recommend that future work of repair and maintenance of the Banwell Road bridge (Bridge No. 5) be carried out by the City of Windsor and the costs assessed 100% to the City of Windsor Road Authority as a Section 26 assessment for the road crossing. The assessment under Section 26 of the Drainage Act shall be a non-proratable assessment.

Future work of repair and maintenance of the farm access culvert (Bridge No. 6) is to be carried out by the Town of Tecumseh and the costs assessed 50% to the abutting landowner as a special benefit assessment and 50% be prorated to the upstream watershed based on the proportions set out in Schedule 'E' attached herein.

We have included the residential lands and roads within Lots 148 and 150, Concession 1 as a block assessment, referred to as Block 'A'

These provisions for maintenance are subject, of course, to any variations that may be made under the authority of the Drainage Act.

Drawings and Specifications

Attached to this report is Schedule 'F', which are specifications setting out the details of the recommended works and Schedule 'G' which represent the drawings that are attached to this report. Page numbering is consistent with the Contract Drawings for the E.C. Row Expressway/Banwell Road improvement project.

MD-7L - Watershed Plan

MD-8 – Plan & Section Details

MD-9 – Bridge Details

MD-10 - Miscellaneous Details

MD-11 – Farm Access Bridge Details

Approvals

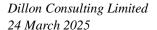
The construction and/or improvement to drainage works, including repair and maintenance activities, and all operations connected there are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced by the proposed works. Prior to any construction or maintenance works, the Municipality or proponent designated on the Municipality's behalf shall obtain all required approvals/permits and confirm any construction limitations including timing windows, mitigation/off-setting measures, standard practices or any other limitations related to in-stream works.

Respectfully submitted,

DILLON CONSULTING LIMITED



Oliver E. T. Moir, P.Eng. OEM:wlb:lld



SCHEDULE "A"

MEETING SUMMARY



Subject: Gouin Drain & Lachance Drain Virtual 'On-Site' Meeting

Date: March 21, 2024, 3:00pm

Location: Virtual Call
Our File: 23-6875

Attendees

Matthew Shiha	Town of Tecumseh
Tom Graziano	City of Windsor
Oliver Moir	Dillon Consulting Limited (Dillon)
Chris Patten	Dillon
Jonny Ngai	Dillon
Tyler Natais	Dillon
Mark Fishleigh	County of Essex
Julie Lachance	Landowner
Gilles Lacombe	Landowner
Frank Palobo	Landowner
Lane Chevalier	Landowner
Kyle Savoie	NextStar Energy
Call-In Participants	

Notes

Item	Discussion	Action by
1.	 Introductions: Dillon introduced the staff from Dillon, City of Windsor & Town of Tecumseh. 	INFO.
2.	 Project Overview: Summary of the Drainage Act Drains are maintained by the Municipality as per the by-law Report will be going to Council 	INFO.
3.	 Scope: The report to be completed as part of the EC Row Expressway/Banwell Road Improvement project. Improvement will implement curbs, multi-lane, median, storm sewer installation and widening of right-of-way (Upgrade from the existing rural roadway to an urban roadway). Gouin Drain commences in the Town of Tecumseh, passing through the City of Windsor and outlets to the Little River Drain and consists of open drain with access bridges. Lachance Drain commences in the Town of Tecumseh, passing through the City of Windsor and outlets to the Little River Drain. The drain crosses Banwell Road immediately south of Intersection Road. 	INFO.

Discussion Item Action by

> Improvement will include large culverts crossing Banwell Road including upgrade of existing outlet west of Banwell Road.

- Overall scope of work is to ensure culverts will have adequate capacity of the road improvement and maintaining existing flows.
- Cost of the construction and future maintenance will be bore by City of Windsor.
- Dillon is seeking input from land owner upstream of the proposed work as part of the report.

Next Step: 4.

INFO.

- Prepare a report and submit to the City.
- Revision follows, including cost of future maintenance.
- Currently, the work will generate additional cost to land over for now or in the future.
- The City does not expect to distribute the final reports as the scope of work is not expected impact upstream landowners. Affected landowners will receive a copy of the report ahead of the Meeting to Consider. However, landowners can request for a copy of the report.

5. Questions:

INFO.

- Julie Lachance: Is there government grant for the proposed work?
 - Dillon: There is a \$50 million grant for the road improvement. Any of the drainage improvement will be paid by the City of Windsor, either through taxes or grants. The \$50 million grant will be contributed to the project, however how much and to which portion of the work has yet to be finalized. There will be no cost to the landowners for the proposed work. Grant from OMAFRA does not apply to this project.
- Kyle Savoie: It appears the study is limited to culvert enclosure, but does it impact downstream?
 - Dillon: Currently, the proposed work and current design does not impact anything downstream. Should this change in the future for this project, landowners will be informed at that time.
- Shivani (called in by phone number): When will the work begin?
 - Dillon: Banwell Road and improvement of the drain are anticipated to be completed by the 2025/2026 construction season. The original scope was to completed the work by 2027, however the City of Windsor expedited the work and aim to completed the work by 2026.
- Lane Chevalier: Would like to see the report once completed.
 - Dillon & City: A report will be provided once completed.

Frrors and/or Omissions

These minutes were prepared by Oliver Moir, P.Eng who should be notified of any errors and/or omissions.

"SCHEDULE C" SCHEDULE OF ASSESSMENT LACHANCE DRAIN - (BANWELL ROAD CULVERT) CITY OF WINDSOR

SECTION 26 (NON PRO-RATABLE)

Roll No.	Con.	Description	Owner	Special Benefit	Benefit	Outlet	Total Assessment
Banwell Road			City of Windsor Road Authority	\$490,800.00	\$0.00	\$0.00	\$490,800.00
Total Section 2	:6 Increas	sed Costs (Non Pro-ratable)		\$490,800.00	\$0.00	\$0.00	\$490,800.00
TOTAL ASSES	SSMENT			\$490,800.00	\$0.00	\$0.00	\$490,800.00

"SCHEDULE E" SCHEDULE OF ASSESSMENT FOR FUTURE MAINTENANCE (BRIDGE No. 6) LACHANCE DRAIN TOWN OF TECUMSEH

MUNICIPAL LANDS:

			Area Af	fected		Special			Total
Description			(Acres)	(Ha.)	Owner	Benefit	Benefit	Outlet	Assessment
Block A (Lands)			20.12	8.14	Town of Tecumseh	\$0.00	\$0.00	\$2,317.00	\$2,317.00
Block A (Roads))		6.30	2.55	Town of Tecumseh	\$0.00	\$0.00	\$1,210.00	\$1,210.00
Intersection Roa	ıd		0.41	0.17	Town of Tecumseh	\$0.00	\$0.00	\$79.00	\$79.00
Total on Municip	al Lands.					\$0.00	\$0.00	\$3,606.00	\$3,606.00
PRIVATELY-OV	VNED - A	GRICULTURAL LAND	•	•					
			Area Af	fected		Special			Total
Roll No.	Con.	Description	(Acres)	(Ha.)	Owner	Benefit	Benefit	Outlet	Assessment
570-34500	3	N. Lot 144 to N. Pt. Lot 147 RP12R13756 Pt. 1	1.06	0.43	Eugene C. Lachance	\$5,000.00	\$0.00	\$41.00	\$5,041.00
570-34550	3	Pt. Lot 147 RP12R13756 Pt. 2	16.38	6.63	Clement H. R. Lachance	\$0.00	\$0.00	\$629.00	\$629.00
570-34700	3	Pt. Lot 148	18.85	7.63	Clement & Jeannette L. B. Lachance	\$0.00	\$0.00	\$724.00	\$724.00
Total on Privatel	y-Owned	- Agricultural Lands (G	rantable)			\$5,000.00	\$0.00	\$1,394.00	\$6,394.00
TOTAL ASSESS	SMENT .					\$5,000.00	\$0.00	\$5,000.00	\$10,000.00
			(Acres)	(Ha.)					
		Total Area:	63.12	25.54					

"SCHEDULE F"

DRAINAGE REPORT FOR THE

ROAD BRIDGE REPLACEMENT OVER THE

LACHANCE DRAIN (BANWELL ROAD)

IN THE CITY OF WINDSOR

SPECIAL PROVISIONS - GENERAL

1.0 GENERAL SPECIFICATIONS

The General Specifications attached hereto is part of "Schedule F." It also forms part of this specification and is to be read with it, but where there is a difference between the requirements of the General Specifications and those of the Special Provisions which follow, the Special Provisions will take precedence.

2.0 DESCRIPTION OF WORK

The work to be carried out under this Contract includes, but is not limited to, the supply of all **labour, equipment and materials** to complete the following items:

- Bridge removal, as follows:
 - <u>Station 1+706 (Banwell Road)</u> Remove and dispose of 44 m long, 1880 x 1260 mm CSPA and concrete block end wall from east end off-site. Salvage and stockpile existing rip rap from west end.
- ➤ Banwell Road Bridge City of Windsor Road Authority, as follows:
 - Supply and installation of a new 58.56 m long, 1800 x 1500 mm concrete box culvert (CHBDC CAN/CSA S6-06) (designed by Contractor), complete with concrete cut-off walls (designed by Contractor) Granular 'A' bedding and backfill (approximately 695 tonnes). Work includes waterproofing of joints complete with protection board.
 - Supply and installation of concrete block retaining wall on the downstream end (designed by Contractor). Works include supply & installation of Inspector guard rail on headwall (approx. 10 m long).
 - Supply and installation of stone erosion protection sloping end wall on upstream end (approximately 30 m²). Works include 500 mm thick native material buffer underneath stone.
 - Supply and installation of stone erosion protection apron on upstream end (approximately 30 m²).

- ▶ Bridge No. 6 Station 2+055.5 (Roll No. 570-34500) –Supply and installation of a new 19 m long, 1000 mm diameter aluminized Type II corrugated steel pipe (CSP) (68 mm x 13 mm corrugations). Clearstone bedding material beneath pipe, minimum 150 mm thickness (approximately 15 tonnes). Granular 'B' backfill up to pipe springline of pipe (approximately 15 tonnes). Clean native or imported clean native backfill material from springline of pipe culvert to the underside of Granular 'A' driveway material and outside of driveway portion to construct the 0.50 m wide native buffer strips (approximately 165 m³). Granular 'A' (crushed limestone) compacted driveway surface, minimum 200 mm thickness (approximately 45 m²). Grass buffer strips (0.5 metre wide) on each side of driveway to be spread with 100 mm thick topsoil, fine graded and seeded.
- > Temporary silt control measures during construction including supply and installation of rock check dam and sediment trap downstream of the work.
- ➤ Maintenance of flows during construction.

3.0 ACCESS TO THE WORK

Access to the drain shall be from Intersection Road and Banwell Road rights-of-way. Through traffic must be maintained at all times, along municipal roads unless otherwise approved by the appropriate Road Authority, and in accordance with the General Specifications. The Contractor is required to abide by NextStar Energy's health and safety requirements when entering upon NextStar lands.

All road areas, grass lawn areas and fence lines disturbed shall be restored in accordance with Section 10.0 & 11.0 at the Contractor's expense. The Contractor shall make his/her own arrangements for any additional access for his/her convenience.

4.0 WORKING AREA

The working area at the bridge site shall be restricted to the Banwell Road and Intersection Road right-of-ways, as well as the 9 metre wide working corridor on the south side of the drain, measured from the south top of bank.

Any damages to lands and/or roads from the Contractor's work shall be rectified to preexisting conditions at his/her expense.

SPECIAL PROVISIONS – BRIDGE WORK

5.0 ROAD BRIDGE WORK (BRIDGE No. 5)

5.1 Existing Structure(s)

The Contractor shall completely remove the existing road culvert(s) as follows:

 Banwell Road, consisting of a 44 m long, 1880 mm x 1260 mm corrugated steel pipe arch (CSPA) with a concrete block end wall on the east end and sloping stone end wall on the west end.

5.2 Location of Bridge Replacement

The bridge replacement shall be located and installed as shown on the drawings.

5.3 Materials for New Road Bridge

Materials shall be as follows:

Culvert Pipe New 58.56 metres long, 1800 mm span x 1500 mm rise quality

precast concrete box culvert as per CHBDC CAN/CSA S06-06.

Pipe Bedding Below Pipe Granular 'A' conforming to OPSS Division 10.

Beneath Road Surface and Shoulders, Backfill to Bottom of Granular 'A'

Road Subgrade materials

Granular 'A' conforming to OPSS Division 10.

Beyond Road Surface and Shoulders, Backfill 300 mm Above Pipe to Finished

Topsoil Layer

Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances. Alternatively, Granular 'A' or 'B' conforming to OPSS Division 10.

Native Material Buffer

Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances.

Concrete Blocks

New Interlocking Concrete Blocks. The concrete to be used for the block endwalls shall have a minimum strength of 25 MPa shall be air entrained concrete with air content ranging from 5-7%. The void space between the blocks and pipe shall be formed and filled with concrete minimum 20 MPa and shall be air entrained concrete with air content ranging from 5-7%.

Filter Fabric

"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi

140NC or approved equivalent.

Erosion Stone

All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS.Muni 1004, minimum 300 mm

thickness.

5.4 Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density; native materials shall be compacted to 95% of their maximum dry density.

5.5 Sloping Stone Erosion Protection

Sloping stone erosion protection shall be constructed of quarry stone rip-rap, as shown on the drawings and as specified herein. The erosion protection shall be sloped 1 vertical to 1.5 horizontal including a filter fabric underlay, with a minimum 1 m wide along the drain banks and drain bottom adjacent to the concrete block headwalls. The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed.

5.6 Native Materials

Native materials suitable for use as backfill, as defined under Section 5.3, shall be salvaged from the existing bridge site as required to complete the work as shown on the drawings. Any surplus native materials (if any) not required in the bridge installation shall be disposed of off-site.

5.7 Site Cleanup and Restoration

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

6.0 PRECAST CONCRETE BOX CULVERT INCLUDING APPURTENANCES

6.1 General

OPSS.MUNI 422 shall apply and govern expect as extended or amended herein.

6.2 Scope of Work

This item covers the design, detailing, supply, delivery, and installation of the precast box culvert as shown in the Contract Drawings. Included in this item are the following:

- The detailed design of the precast culvert and cut-off walls.
- Preparation and submission of sealed working drawings.
- Incorporation and comments made by the Contract Administrator.
- The supply of the precast culvert and cut-off walls.
- The delivery to the site and installation of the precast culvert and cut-off walls.
- Coordination of interface connection design and installation with design and installation of precast block retaining walls.

6.3 Design and Submission Requirements

Design of the precast concrete culvert and appurtenances are the responsibility of the Contractor. The design is to confirm to the CSA S6-19 (Canadian Highway Bridge Design Code) as implemented for CL-625 ONT Live Loading, the geotechnical report and the requirements of the specification and should be in accordance with good engineering practices.

Design shall include, but not limited to: sequence of culvert placement, foundation preparation, material specifications, all dimensions, and design criteria.

At least eight (8) weeks before commencement of fabrication, the Contractor shall submit to the Owner/Engineer, one (1) digital set of working drawings for acceptance.

These drawings shall include:

- All design, fabrication, and construction drawings and specifications for precast culvert and appurtenances.
- Waterproofing requirements at wall joints and geotextile requirements at precast block RSS walls.
- Details of excavation, granular bedding, and backfill.
- Design assumption and parameters.
- Installation procedures.

The drawing shall bear the seal and signature of two (2) Engineers, a Design Engineer and a Design Checking Engineer, both licensed to practice in Ontario. The Design Engineer shall have demonstrated expertise for the work. The Design Engineer shall have a minimum of five (5) years experiences in designing concrete culverts of similar nature and scope to the required work. One person cannot perform both the Design Engineer and Design Checking Engineer roles.

6.4 Construction

Box units shall be installed to the alignment and grade specified in the Contract Drawings.

Box units shall not be installed on bedding containing frozen material.

End units to accommodate concrete appurtenances shall be as specified in the Contract Documents.

The box units shall be installed to make a continuous line forming a box culvert or box sewer. The gap at box unit joints shall not exceed 20 mm.

Earth excavation necessary for the construction of the culverts, bedding (if required by design), and backfill shall be in accordance with the Contract Drawings and OPSS.MUNI 902.

6.5 Utility Supports

Where required, the Contractor shall construct permanent reinforced concrete utility supports following specifications and requirements of the respective Utility Companies. Utility supports, shall be considered incidental to culvert construction. No payment shall be made for supports either temporary or permanent.

Utility supports shall be constructed as required by the respective utility companies per their respective standards and guidelines as outlined therein.

6.6 Maximum Acceptable Grade Tolerances

Maximum acceptable deviations in the culvert shall be \pm 0.02% which is equivalent to 20 mm in 100 m of installation.

Certificate of Conformance upon Completion of the Work

Upon completion of installation, the Contractor shall submit to the Contract Administrator a Certificate of Conformance sealed and signed by the Design Engineer. The Certificate shall state that the work has been carried out in general conformance with the stamped working drawings and Contract Documents.

7.0 RETAINING WALLS

7.1 General

OPSS.MUNI 940 shall apply and govern expect as extended or amended herein.

7.2 Scope of Work

The work shall include the design, detailing, supply, delivery and installation of the retaining walls at the following locations:

• New Lachance Drain Culvert Endwall (west end)

Included in this item is the following:

- The detailed design of the precast block retaining walls with the ability to support the connectivity of a pedestrian railing, bike railing, etc.;
- Preparation and submission of sealed working drawings;
- Incorporation of comments made by the Engineer;
- The supply and delivery of the blocks and related materials;
- The on-site installation of the precast block retaining walls in accordance with Manufacturer's recommendations/requirements;
- The supply and placement of granular backfill material and subdrain for the retaining wall.

The retaining wall shall be Redi-Rock by Miller Group or approved equivalent selected based on the following MSE Attributes:

• Application: Wall/ Slope

• Geometry: Vertical

• Appearance: High

• Performance: High

7.3 Design and Submission Requirements

Design:

Design of the retaining walls is the responsibility of the Contractor. The design is to conform to the latest version of CHBDC CSA-S6 as implemented for Ontario CL-625-ONT Live Loading and railing loading, the geotechnical report and the requirements of the specification and should be in accordance with good engineering practice.

Design shall include but not be limited to sequence of stone or block placement, foundation preparation, material specifications, all dimensions and design criteria. The design shall consider but not be limited to global stability, soil loss, drainage and the potential for erosion of the wall base.

Improvements to the subgrade for founding the MSE such as additional excavation, additional granular material and/or subgrade strengthening, as determined by a geotechnical engineer and MSE designer, shall be completed by the Contractor at no additional cost to the Owner.

The following shall be considered for the design of retaining walls:

- Differential hydrostatic pressures;
- Water level in front of retaining wall vs. water level within/behind wall;
- Potential for loss of fines (piping) from the granular backfill;
- Potential use of courser backfills with little or no fines at/below HWL;
- Pullout capacity and frictional resistance between reinforcements and select backfill under submerged conditions (buoyant unit weight);
- Adequate wall embedment depth;
- Adequate reinforcement length;
- Scour protection rip-rap –properly sized and filter graded; and
- CHBDC structure design requirements for a 75-year service life stability, durability, long term performance.

8.0 CULVERT WATERPROOFING

8.1 General

OPSS.MUNI 914 shall apply and govern expect as extended or amended herein.

8.2 Materials

The waterproofing system shall comply with those listed in the Table 1.

Table 1: Waterproofing Materials for Joints

Manufacturer	Self-Adhering Waterproofing Membrane	Primer/Adhesive	Joint Sealant	
WR Meadows	MEL-ROL	Mel-prime	Pointing mastic	
Henry	Blueskin WP200	Blueskin Primer	570-05 Polybitume	
Grace Construction Products	Bituthene System 4000	Bituthene System 4000 Surface Conditioner	Bituthene Liquid Membrane	

Notes:

- 1. The membrane shall be applied with the primer/adhesive
- 2. The self-adhering waterproofing membrane, the primer/adhesive, and the joint sealant shall be from the same manufacturer.

8.3 Construction

Operational Constraints:

All waterproofing materials shall be properly stored and maintained at the waterproofing manufacturer's recommended temperatures.

Waterproofing shall be completed after the culvert has been installed according to the Contract Documents.

Prior to application of waterproofing:

- a) Concrete curing shall be completed according to the Contract Documents.
- b) Concrete cured using burlap and water or moisture vapour barrier shall be air cured for at least 72 hours.
- c) Any voids or spalls in the concrete shall be repaired as specified in the Contract Documents
- d) The concrete surface shall be clean and smooth with any sharp projections or fins removed.
- e) The surface of the concrete shall be abrasive blast cleaned according to OPSS 929 to expose sound, laitance-free concrete.

Self-Adhering Waterproofing Membrane:

a) Extent of Coverage

Except as specified below, joints on the top surface of the culvert and 50% of the vertical portion of the joints, from the top of the culvert to the culvert mid-height, shall be waterproofed using the self-adhering waterproofing membrane.

The membrane shall go top of steel connector plates, where present, and shall be extended to cover the entire connector plate.

Self-adhering waterproofing membrane shall not be applied to joints located in portions of the culvert that will not be covered with earth or granular material, as specified in the Contract Documents.

When the Contract Documents specify the placement of a protection or distribution slab on the top surface of the culvert, the self-adhering waterproofing membrane placement on the joints shall be limited to the 50% vertical portion plus a maximum 200 mm width on each side of the top of the culvert, measured from the culvert top edges

Protection board shall be applied to cover the membrane applied to the vertical surfaces of the culvert.

b) Application of Self-Adhering Waterproofing Membrane

The self-adhering waterproofing membrane shall be installed according to the waterproofing manufacturer's recommendations, and the following:

- i. The minimum air and concrete surface temperature at the time of primer/adhesive and membrane application shall be 5 °C.
- ii. The concrete surface shall be dry at the time of application of the primer/adhesive.

- iii. Immediately prior to the application of the primer the concrete surface shall be cleaned with a jet or oil-free compressed air to remove all dust and other foreign material.
- iv. The primer/adhesive shall be evenly applied with a roller or brush at a rate of 6.2 to 7.4 m³/L, or at a higher rate if recommended by the waterproofing manufacturer.
- v. The primer/adhesive shall be prevented from entering the culvert joint.
- vi. If the primer/adhesive is left exposed for more than 12 hours, the primer/adhesive shall be evenly reapplied prior to application of the membrane.
- vii. Release paper shall be removed prior to placement of the membrane.
- viii. The membrane shall be installed with a minimum overlap between sheets of 65 mm for both horizontal and vertical applications and shall be firmly bonded to the concrete surface.
- ix. All terminations of the membrane shall be sealed against moisture ingress with the joint sealant listed in Table 1, with minimum thickness of 3 mm and minimum width of 25 mm.
- x. Protection board applied to the membrane on the vertical surfaces of the culvert shall be secured to the membrane using the joint sealant listed in Table 1.

Prior to applying hot applied rubberized asphalt waterproofing to the top surface of the culvert, an inspection of the self-adhering waterproofing membrane installation shall be undertaken in the presence of the Contact Administrator. Any required repairs shall be carried out, to the satisfaction of the Engineer, prior to proceeding with hot applied rubberized asphalt waterproofing of the top surface of the culvert.

Defects of deficiencies affecting the performance of the self-adhering waterproofing membrane including but not limited to tears in the membrane of inadequate overlaps, shall be repaired by removal of the membrane in the affected area and reapplication to meet the requirements of this specification.

c) Sampling

The following samples of the primer/adhesive, self-adhering waterproofing membrane and protection board shall be taken in the presence of the Engineer:

- i. Self-adhering waterproofing membrane (1 m in length).
- ii. Protection board (700 mm x 500 mm).
- iii. Primer/adhesive (approximately 500 ml).

The samples shall be placed in a bag along with Form PH-CC-340 and given to the Engineer.

Waterproofing of Precast Concrete Culvert:

After application of self-adhering waterproofing membrane to the joints, hot applied rubberized asphalt waterproofing membrane with protection board shall be applied to the top surface of the culvert or, when a protection or distribution slab is specified, to the top of the protection or distribution slab.

The application shall be according to OPSS 914, with the following amendments and additions:

- a) All references to deck in OPSS 914 shall mean the top surface of the culvert, or, when a protection or distribution slab is specified, the top surface of the protection or distribution slab.
- b) The application shall be to the top surface of the culvert that will be covered with fill material and extend to 1000 mm beyond the limit of the fill material specified in the Contract Documents.
- c) The application shall also cover the self-adhering waterproofing membrane applied to the joints.
- d) Membrane reinforcement shall be applied at the joints between precast concrete culvert elements. The membrane reinforcement shall be placed directly over the waterproofing membrane and pressed in while it is still tacky. The membrane reinforcement shall than be covered with an additional layer of waterproofing membrane.
- e) The application, including the protection board, shall extend 300 mm down the vertical faces from:
 - i. The top of the culvert or, when specified
 - ii. The top of the protection or distribution slab.
- f) If a headwall is specified in the Contract Documents, the application shall extend a minimum of 50 mm up the headwall.

Protection board shall extend over all areas of waterproofing on the horizontal and vertical surfaces of the culvert.

Backfilling shall not proceed until conditions specified in the Inspection After the Waterproofing of the Culvert Prior to Backfilling clause of OPSS 912 have been met.

9.0 STONE EROSION PROTECTION (SEP)

The Contractor shall supply and install the required quantities of graded stone rip-rap erosion protection materials where specified. All stone to be used for erosion protection shall be 125 - 250 mm clear **quarried rock** or OPSS 1001 placed over a non-woven filter fabric Terrafix 270R or approved equivalent. **Concrete rip-rap will not be permitted.**

The minimum thickness requirement of the erosion stone layer is 300 mm with no portion of the filter fabric to be exposed.

10.0 TOPSOIL AND FINE GRADING

10.1 General

City of Windsor Standard Specifications S-34 shall apply and govern except as amended or extended herein.

10.2 Scope of Work

Scope of work to include the supply, installation and fine grading of minimum 100 mm thick topsoil for restoration, including but not limited to the preparation for the placement of seed/sod and boulevard restoration.

The Contractor shall note that Ontario Regulation 406/19 is in effect and any soil imported to the project area shall meet the Table 3.1 Full Depth Excess Soil Quality Standards (ESQS) in a Non-Potable Ground Water Condition and Residential/Parkland/Institutional Property Use.

11.0 HYDRAULIC SEED AND MULCH

11.1 General

City of Windsor Standard Specifications S-15 and OPSS Form 572 shall apply and govern except as amended or extended herein.

11.2 Scope of Work

Seed bags shall bear the label of the supplier indicating the content by species, grade and mass.

Fertilizer shall be free from lumps and in bags bearing the label of the manufacturer, indicating mass and analysis.

Seeding and mulching shall be a one step process in which the seed, fertilizer and hydraulic mulch are applied simultaneously in a water slurry via the hydraulic seeder/mulcher. The materials shall be added to the supply tank while it is being loaded with water. The materials shall be thoroughly mixed into a homogeneous water slurry and shall be distributed uniformly over the prepared surface. The materials shall be measured by mass or by a mass-calibrated volume measurement, acceptable to the Engineer.

The hydraulic seeder/mulcher shall be equipped with mechanical agitation equipment capable of mixing the materials into a homogenous state until applied. The discharge pumps and gun nozzles shall be capable of applying the material uniformly.

The Contractor shall monitor the placed seed and water the seeded areas as required to promote proper germination and growth. Any weed growth evident prior to establishment of grass shall be removed at the Contractor's expense. The Contractor will be required to submit his seed mixture design for approval prior to seeding.

Watering shall include any additional traffic controls required during the regular waterings.

Standard Seed Mix

The following seed mix shall be used in boulevard areas:

- 40% Turf Type Perennial Rye
- 40% Fescue
- 20% Blue Grass

Nurse Crop:

Annual Rye Grass

Low Maintenance Seed Mix (Provisional)

The following seed mix shall be used on the embankments on the north side of Provincial Road:

Grasses, Sedges and Rushes:

• Big Bluestem (Andropogon Gerardi)

25%

•	Canada Wild Rye (Elymus Canadensis)	25%
•	Switch Grass (Pancicum Virgatum)	25%
•	Fox Sedge (Carex Vulpinoidea)	1-5%
•	Bebb's Sedge (Carex bebbii)	1-5%
•	Soft Rush (Juncus Effusus)	1-5%
Forbs:		
•	Nodding Bur Marigold (Bidens Cemua)	1-5%
•	Showy Tick Trefoil (Desmodium Canadense)	1-5%
•	Common Boneset (Eupatorium Perfoliatum)	1-5%
•	Gray-Headed Coneflower (Ratibida Pinnata)	1-5%
•	Blue Vervain (Verbena Hastata)	1-5%
•	Missouri Ironweed (Vemonia Missurica)	1-5%

Nurse Crop:

- Annual Oats (Avena Sativa), or
- White Millet (Panicum Milliaceum)

The hydraulic seeding shall be deemed "Completed by the Contractor" when the seed has established in all areas to the satisfaction of the Engineer. Re-seeding and/or other methods required to establish the grass will be given consideration to achieve the end result and the costs shall be incidental to the works.

12.0 TEMPORARY SILT CONTROL

The Contractor shall implement temporary erosion and sediment control measures through the course of the drainage works in accordance with OPSS.MUNI 805. An erosion and sediment control plan shall be submitted to the Drainage Superintendent or Engineer for review and approval prior to commencing the works. The measures shall be maintained in working order throughout the duration of the contract and removed upon completion of the works.

12.1 Rock Check Dam

Rock check dam shall be installed downstream of work prior to commencing construction. The location and exact dimensions of the rock check dam will be confirmed with the Drainage Superintendent prior to their installation. Installation shall be in accordance with OPSD 219.211 with the modifications to size as discussed with the Drainage Superintendent.

The rock check dam will not be removed until as directed by the Drainage Superintendent.

12.2 Refuge Stilling Pool

The Contractor shall construct a refuge stilling pool in the bottom of the open drain in accordance with OPSD 219.220 and immediately upstream of the rock check dam. The contractor shall excavate the pool in the drain bottom to enhance fish habitat. The pool shall have a length of 4 metres, a bottom width of 1.0 metres with 1:1 side slopes and a depth below design grade of 300 mm. A stone rip-rap lining, countersunk and 200 mm thick with filter fabric underlay, shall be placed in the bottom. The pool shall be centred on the finished bottom width of the drain as specified herein. Material excavated from the pool shall be disposed of in the same manner as all other material excavated from the channel bottom.

13.0 MAINTENANCE OF FLOWS

The Contractor shall, at his own cost and expense, for all stages of construction provide for and maintain the flow of all sewers, drains, ditches and water courses which may be encountered during the progress of the work including connections of existing sewer pipe and leads as well as installation of temporary sewers and catchbasins to maintain positive drainage in the boulevards. The Contractor will be required to reconnect all existing sewers at the end of each work day.

Should the Contractor wish to divert, block or otherwise impede or alter flows in any existing sewers, drains, ditches or water courses, he shall be required to submit details and sketches of the proposed methods, to the Engineer for approval, prior to proceeding. If the Contractor wishes to divert flows by way of a pumped by-pass system, stamped engineering drawings are required. This submission shall include any emergency measures which may be required in the event of heavy rainfalls, sewer surcharging, flooding, etc.

The Contractor shall note that by-pass rates for the Gouin Drain and Lachance Drain are as follows:

Lachance Drain

• 2-year 4 hour event: 1.50 m³/s

• 25-year 4 hour event: $2.81 \text{ m}^3/\text{s}$

The Contractor will be required to provide a comprehensive by-pass plan to control flows at both drain locations during the installation of the new drain enclosures. The by-pass plan must be stamped by a professional Engineer.

14.0 NATURAL ENVIRONMENT MITIGATION MEASURES

The Contractor shall be responsible for completing drainage works in compliance with the following natural environment mitigation measures.

14.1 Fish Salvage

The Contractor is responsible for completing fish salvages and relocations to a suitable body of water necessary to complete the works. Fish salvage and relocations shall occur prior to the commencement of affected works under a License to Collect Fish for Scientific Purposes obtained from the Ministry of Natural Resources.

14.2 General Mitigation Measure During Construction

To avoid and mitigate the potential for prohibited effects to fish and fish habitat, the Contractor shall implement the measures listed below:

- Plan in-water works, undertakings and activities to respect timing windows, or as stipulated by the Ministry of Natural Resources and Forestry (MNRF), to protect fish, including their eggs, juveniles, spawning adults and/or the organisms upon which they feed and migrate.
- Capture, relocate and monitor for fish trapped within isolated, enclosed, or dewatered areas.
- Dewater gradually to reduce the potential for stranding fish.
- Screen intake pipes to prevent entrainment or impingement of fish.
- Use the code of practice for water intake screens.
- Apply the interim code of practice for temporary cofferdams and diversion channels.

- Limit impacts on riparian vegetation to those approved for the work, undertaking or activity.
- Limit access to banks or areas adjacent to waterbodies.
- Re-vegetate disturbed areas.
- Replace/restore any other disturbed habitat features and remediate any areas impacted by the work, undertaking or activity.
- Conduct in-water undertakings and activities during periods of low flow.
- Limit the duration of in-water works, undertakings and activities so that it does not diminish
 the ability of fish to carry out one or more of their life processes (spawning, rearing, feeding,
 migrating).
- Develop and implement a Sediment Control Plan to minimize sedimentation of the waterbody during all phases of the work, undertaking or activity.
- Conduct all in-water works, undertakings or activities in isolation of open or flowing water to reduce the introduction of sediment into the watercourse.
- Schedule work to avoid wet, windy and rainy periods (and heed weather advisories).
- Inspect and maintain regularly the erosion and sediment control measures and structures during all phases of the project.
- Operate machinery on land, or from barges or on ice.
- Monitor the watercourse to observe signs of sedimentation during all phases of the work, undertaking or activity and take corrective action.
- Dispose and stabilize all dredged material above the high-water mark of nearby waterbodies to prevent entry in the water.
- Maintain an appropriate depth and flow (i.e., base flow and seasonal flow of water) for the protection of fish and fish habitat.
- Do not deposit any deleterious substances in the water course.

14.3 Spill Response Plan

The Contractor shall develop and implement a response plan to avoid a spill of deleterious substances. At a minimum, the plan shall include the following:

- Keep an emergency spill kit on site during the work, undertaking or activity.
- Report any spills of sewage, oil, fuel or other deleterious material, whether near or directly into a water body.
- Ensure clean-up measures are suitably applied so as not to result in further alteration of the bed and/or banks of the watercourse.
- Maintain all machinery on site in a clean condition and free of fluid leaks.
- Wash, refuel and service machinery and store fuel and other materials for the machinery in such a way as to prevent any deleterious substances from entering the water.
- Dispose all construction, demolition or commercial logging materials waste above the high water mark of nearby waterbodies to prevent re-entry.

15.0 FARM ACCESS BRIDGE WORK (BRIDGE No. 6)

15.1 Location of Bridge Replacement

The bridge replacement shall be located and installed as shown on the drawings.

15.2 Access to the Work

The Contractor shall access and construct the bridge entirely from Banwell Road and the 9 metre wide working corridor on the south side of the drain, including transportation of all materials and equipment (access from Intersection Road **not** permitted). Through traffic must be maintained at all times, along municipal roads unless otherwise approved by the appropriate Road Authority, and in accordance with the General Specifications. All road areas and grass lawn areas disturbed shall be restored at the Contractor's expense.

15.3 Materials for New Farm Access Bridge

Materials shall be as follows:

Culvert Pipe	New	19.0	m	long,	1000	mm	diameter	alumınızed	Туре	II
		7		7 .	(CCD)		7 . 7	6.2.0	1.00	

corrugated steel pipe (CSP) wall thickness of 2.0 mm and 68 mm x 13 mm corrugations with rerolled ends. New culvert shall be joined with annular aluminized corrugated wide bolt and angle couplers (minimum of 8 corrugations overlap and 2.0 mm wall thickness) and no single pipe less than 6.0 m in length. All pipes connected with couplers shall abut to each other with no more than a 25 mm gap between pipes prior to installation of the

coupler and wrapped with filter fabric.

Pipe Bedding Below Pipe 20-25 mm clear stone conforming to OPSS Division 10.

Backfill from Pipe Invert up Granular 'B' conforming to OPSS Division 10. Alternatively,

to Pipe Springline Granular 'A' conforming to OPSS Division 10

Backfill from Pipe Dry native material free of topsoil, organic matter, broken Springline up to Underside concrete, steel, wood and deleterious substances. Alternatively, of Driveway Surface Granular 'A' or 'B' conforming to OPSS Division 10.

Driveway Surface Granular 'A' made from crushed limestone conforming to OPSS

Division 10. Minimum 200 mm thickness.

Buffer Strips Dry native material free of topsoil, organic matter, broken

concrete, steel, wood and deleterious substances.

Erosion Stone All stone to be used for erosion protection shall be 125 - 250 mm

clear quarried rock or OPSS.Muni 1004, minimum 300 mm

thickness.

Filter Fabric "Non-Woven" geotextile filter fabric with a minimum strength

equal to or greater than Terrafix 270R, Amoco 4546, Mirafi

140NC or approved equivalent.

15.4 Lateral Tile Drains

Should the Contractor encounter any lateral tiles within the proposed culvert limits not shown on attached drawings, the Contractor shall re-route the outlet tile drain(s) in consultation with the Drainage Superintendent, as required, to accommodate the new culvert. Tile drain outlets through the wall of the new culvert pipe will not be permitted. All costs associated with rerouting lateral tile drains (if any) shall be at the Contractor's expense.

GENERAL SPECIFICATIONS

1.0 AGREEMENT AND GENERAL CONDITIONS

The part of the Specifications headed "Special Provisions" which is attached hereto forms part of this Specification and is to be read with it. Where there is any difference between the requirements of this General Specification and those of the Special Provisions, the Special Provisions shall govern.

Where the word "Drainage Superintendent" is used in this specification, it shall mean the person or persons appointed by the Council of the Municipality having jurisdiction to superintend the work.

Tenders will be received and contracts awarded only in the form of a lump sum contract for the completion of the whole work or of specified sections thereof. The Tenderer agrees to enter into a formal contract with the Municipality upon acceptance of the tender. The General Conditions of the contract and Form of Agreement shall be those of the Stipulated Price Contract CCDC2-Engineers, 1994 or the most recent revision of this document.

2.0 EXAMINATION OF SITE, PLANS AND SPECIFICATIONS

Each tenderer must visit the site and review the plans and specifications before submitting his/her tender and must satisfy himself/herself as to the extent of the work and local conditions to be met during the construction. Claims made at any time after submission of his/her tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions, will not be allowed. The Contractor will be at liberty, before bidding to examine any data in the possession of the Municipality or of the Engineer.

The quantities shown or indicated on the drawings or in the report are estimates only and are for the sole purpose of indicating to the tenderers the general magnitude of the work. The tenderer is responsible for checking the quantities for accuracy prior to submitting his/her tender.

3.0 MAINTENANCE PERIOD

The successful Tenderer shall guarantee the work for a period of one (1) year from the date of acceptance thereof from deficiencies that, in the opinion of the Engineer, were caused by faulty workmanship or materials. The successful Tenderer shall, at his/her own expense, make good and repair deficiencies and every part thereof, all to the satisfaction of the Engineer. Should the successful Tenderer for any cause, fail to do so, then the Municipality may do so and employ such other person or persons as the Engineer may deem proper to make such repairs or do such work, and the whole costs, charges and expense so incurred may be deducted from any amount due to the Tenderer or may be collected otherwise by the Municipality from the Tenderer.

4.0 GENERAL CO-ORDINATION

The Contractor shall be responsible for the coordination between the working forces of other organizations and utility companies in connection with this work. The Contractor shall have no cause of action against the Municipality or the Engineer for delays based on the allegation that the site of the work was not made available to him by the Municipality or the Engineer by reason of the acts, omissions, misfeasance or non-feasance of other organizations or utility companies engaged in other work.

5.0 RESPONSIBILITY FOR DAMAGES TO UTILITIES

The Contractor shall note that overhead and underground utilities such as hydro, gas, telephone and water are not necessarily shown on the drawings. It is the Contractor's responsibility to contact utility companies for information regarding utilities, to exercise the necessary care in construction operations and to take other precautions to safeguard the utilities from damage. All work on or adjacent to any utility, pipeline, railway, etc., is to be carried out in accordance with the requirements of the utility, pipeline, railway, or other, as the case may be, and its specifications for such work are to be followed as if they were part of this specification. The Contractor will be liable for any damage to utilities.

6.0 CONTRACTOR'S LIABILITY

The Contractor, his/her agents and all workmen or persons under his/her control including sub-contractors, shall use due care that no person or property is injured and that no rights are infringed in the prosecution of the work. The Contractor shall be solely responsible for all damages, by whomsoever claimable, in respect to any injury to persons or property of whatever description and in respect of any infringement of any right, privilege or easement whatever, occasioned in the carrying on of the work, or by any neglect on the Contractor's part.

The Contractor shall indemnify and hold harmless the Municipality and the Engineer, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the Contractor's performance of the contract.

7.0 PROPERTY BARS AND SURVEY MONUMENTS

The Contractor shall be responsible for marking and protecting all property bars and survey monuments during construction. All missing, disturbed or damaged property bars and survey monuments shall be replaced at the Contractor's expense, by an Ontario Land Surveyor.

8.0 MAINTENANCE OF FLOW

The Contractor shall, at his/her own cost and expense, permanently provide for and maintain the flow of all drains, ditches and water courses that may be encountered during the progress of the work.

9.0 ONTARIO PROVINCIAL STANDARDS

Ontario Provincial Standard Specifications (OPSS) and Ontario Provincial Standard Drawings (OPSD) shall apply and govern at all times unless otherwise amended or extended in these Specifications or on the Drawing. Access to the electronic version of the Ontario Provincial Standards is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/. Under the title Technical Manuals is a link to the Ontario Provincial Standards. Users require Adobe Acrobat to view all pdf files.

10.0 APPROVALS, PERMITS AND NOTICES

The construction of the works and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced in this Contract.

The Contractor shall obtain all approvals and permits and notify the affected authorities when carrying out work in the vicinity of any public utility, power, underground cables, railways, etc.

11.0 SUBLETTING

The Contractor shall keep the work under his/her personal control, and shall not assign, transfer, or sublet any portion without first obtaining the written consent of the Municipality.

12.0 TIME OF COMPLETION

The Contractor shall complete all work on or before the date fixed at the time of tendering. The Contractor will be held liable for any damages or expenses occasioned by his/her failure to complete the work on time and for any expenses of inspection, superintending, re-tendering or resurveying, due to their neglect or failure to carry out the work in a timely manner.

13.0 TRAFFIC CONTROL

The Contractor will be required to control vehicular and pedestrian traffic along roads at all times and shall, at his/her own expense, provide for placing and maintaining such barricades, signs, flags, lights and flag persons as may be required to ensure public safety. The Contractor will be solely responsible for controlling traffic and shall appoint a representative to maintain the signs and warning lights at night, on weekends and holidays and at all other times that work is not in progress. All traffic control during construction shall be strictly in accordance with the **Occupational Health and Safety Act** and the current version of the **Ontario Traffic Manuals**. Access to the electronic version of the **Ontario Traffic Manual** is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web go to http://www.mto.gov.on.ca/english/transrd/, click on "Library Catalogue," under the "Title," enter "Ontario Traffic Manual" as the search. Open the applicable "Manual(s)" by choosing the "Access Key," once open look for the "Attachment," click the pdf file. Users require Adobe Acrobat to view all pdf files.

Contractors are reminded of the requirements of the Occupational Health and Safety Act pertaining to Traffic Protection Plans for workers and Traffic Control Plan for Public Safety.

14.0 SITE CLEANUP AND RESTORATION

As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

15.0 UTILITY RELOCATION WORKS

In accordance with Section 26 of the Drainage Act, if utilities are encountered during the installation of the drainage works that conflict with the placement of the new culvert, the operating utility company shall relocate the utility at their own costs. The Contractor however will be responsible to co-ordinate these required relocations (if any) and their co-ordination work shall be considered incidental to the drainage works.

16.0 FINAL INSPECTION

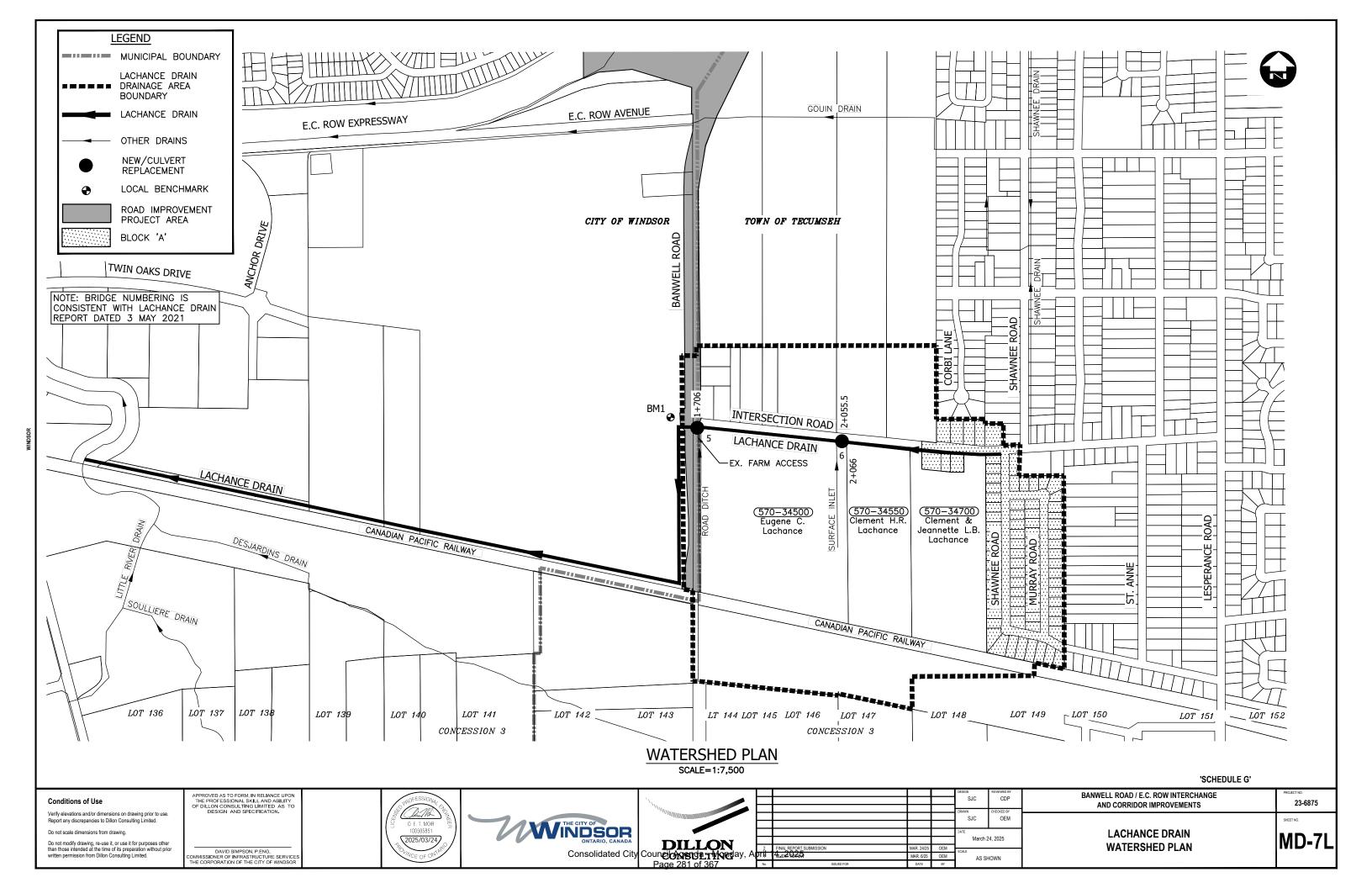
All work shall be carried out to the satisfaction of the Drainage Superintendent for the Municipality, in compliance with the specifications, drawings and the Drainage Act. Upon completion of the project, the work will be inspected by the Engineer and the Drainage Superintendent.

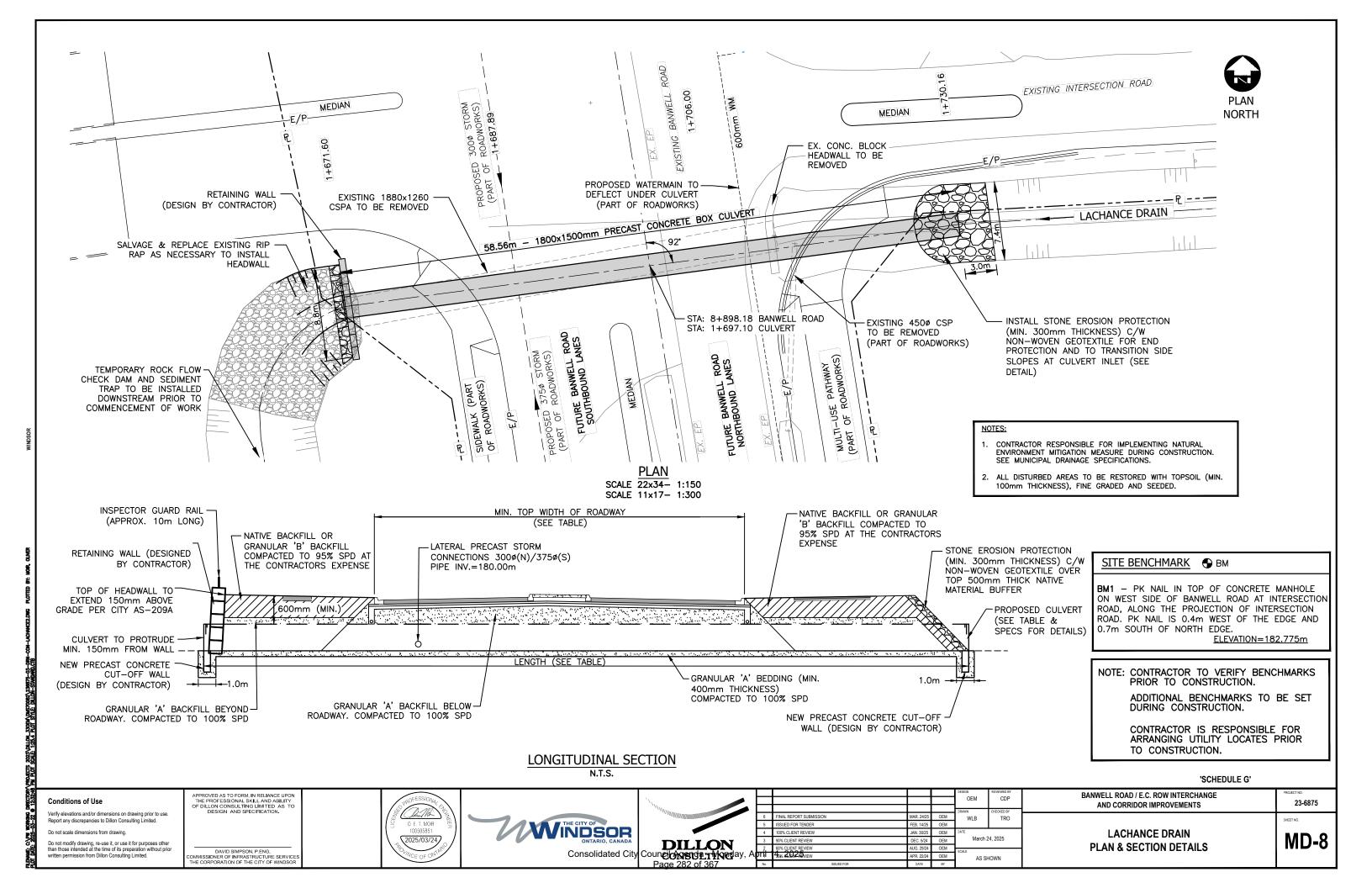
Any deficiencies noted during the final inspection shall be immediately rectified by the Contractor.

Final inspection will be made by the Engineer within 20 days after the Drainage Superintendent has received notice in writing from the Contractor that the work is completed, or as soon thereafter as weather conditions permit.

17.0 FISHERIES CONCERNS

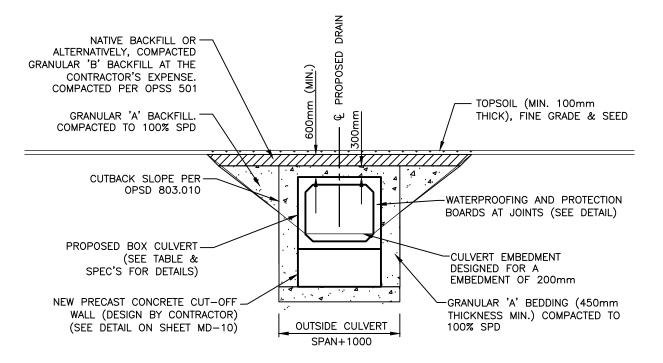
Standard practices to be followed to minimize disruption to fish habitat include embedment of the culvert a minimum 10% below grade, constructing the work 'in the dry' and cutting only trees necessary to do the work (no clear-cutting). No in-water work is to occur during the timing window unless otherwise approved by the appropriate authorities.



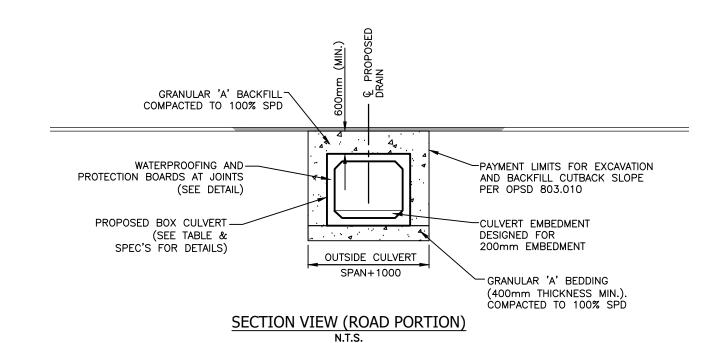


SECTION VIEW (BLOCK ENDWALL)

DIMENSION ON PLAN VIEW



SECTION VIEW (BEYOND ROAD PORTION) N.T.S.



NOTES:

- 1. STONE EROSION PROTECTION SHALL BE 150mm 300mm QUARRIED ROCK OR OPSS 1001.
- 2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS OF THE PROPOSED WORK AND ALL DETAILS ON SITE AND REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR.
- 3. BACKFILL SHALL BE PLACED SIMULTANEOUSLY BEHIND BOTH SIDES OF THE CULVERT KEEPING THE HEIGHT OF THE BACKFILL APPROXIMATELY THE SAME. AT NO TIME SHALL THE DIFFERENCE IN ELEVATION BE GREATER THAN 500mm.
- 4. NO BEDDING OR CONCRETE SHALL BE PLACED UNTIL THE EXCAVATION AND THE CHARACTER OF THE FOUNDATION HAVE BEEN APPROVED BY A FOUNDATION ENGINEER. CARE SHALL BE TAKEN NOT TO DISTURB THE FOUNDING SOILS.
- 5. CONTRACTOR TO PROTECT ALL EXISTING UTILITIES WITH A METHOD APPROVED BY THE GOVERNING UTILITY.
- 6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING FLOW THROUGH THE WORK AREA.
- 7. DEWATERING WILL BE REQUIRED TO CONSTRUCT THE CULVERT AND RETAINING WALLS. THE DESIGN OF THE DEWATERING SYSTEM SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE DEWATERING SYSTEM SHALL LOWER THE GROUND WATER TABLE A MINIMUM 0.5m BELOW THE FINAL SUBGRADE LEVEL.
- 8. PRECAST CONCRETE BOX CULVERT CUT-OFF WALLS & BLOCK ENDWALLS TO BE DESIGNED & SEALED BY A PROFESSIONAL ENGINEER LICENSED IN THE PROVINCE OF ONTARIO.

- 9. CONTRACTOR SHALL SUBMIT P. ENG STAMPED SHOP DRAWINGS TO PROJECT ENGINEER PRIOR TO FABRICATION OF CULVERT.
- 10. CONTRACTOR TO PREPARE & SUBMIT PLAN FOR MAINTENANCE OF FLOWS AND AN EROSION SEDIMENT CONTROL PLAN TO PROJECT ENGINEER FOR REVIEW & APPROVAL PRIOR TO COMMENCEMENT OF THE WORKS.

TABLE - ROAD CULVERT DESIGN	INFORMATION
DESCRIPTION	ROAD CULVERT
PIPE INVERT ELEV. U/S SIDE(m)	179.51
PIPE INVERT ELEV. D/S SIDE(m)	179.47
DRAIN BOTTOM (m) (DESIGN) (AT CENTRELINE OF CULVERT)	179.70
MIN. TOP WIDTH OF ROADWAY (m)	32.2
MIN. CULVERT GRADE (%)	0.06
CULVERT TYPE	BOX
CULVERT MATERIAL	CONCRETE
CULVERT LENGTH (m)	58.56
CULVERT SIZE (mm)	1800×1500
CULVERT ENDWALL TYPE	CONC. BLOCK (D/S) SLOPING STONE (U/S)
TOP ELEV. OF CONCRETE BLOCK END WALL	182.67 (D/S)

'SCHEDULE G'

Conditions of Use

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.

APPROVED AS TO FORM, IN RELIANCE UPON THE PROFESSIONAL SKILL AND ABILITY OF DILLON CONSULTING LIMITED AS TO DESIGN AND SPECIFICATION.

DAVID SIMPSON, P.ENG. COMMISSIONER OF INFRASTRUCTURE SERVICE THE CORPORATION OF THE CITY OF WINDSOR

2025/03/24





				DESIGN	REVIEWED BY
				OEM	CDP
				DRAWN	CHECKED BY
6	FINAL REPORT SUBMISSION	MAR. 24/25	OEM	WLB	TRO
5	ISSUED FOR TENDER	FEB. 14/25	OEM		
4	100% CLIENT REVIEW	JAN. 30/25	OEM	DATE	
3	90% CLIENT REVIEW	DEC. 5/24	OEM	March 2	24, 2025
2	60% CLIENT REVIEW	AUG. 29/24	OEM	SCALE	
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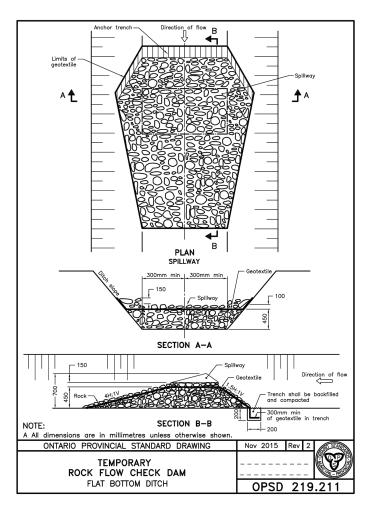
AND CORRIDOR IMPROVEMENTS **LACHANCE DRAIN BRIDGE DETAILS**

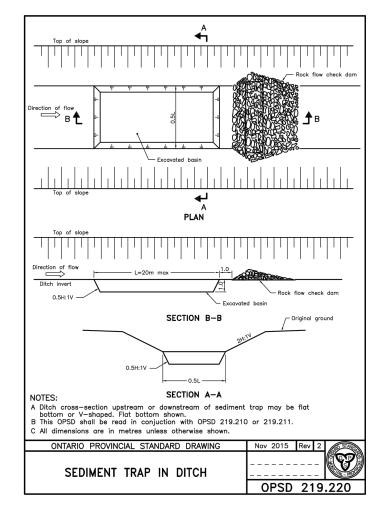
BANWELL ROAD / E.C. ROW INTERCHANGE

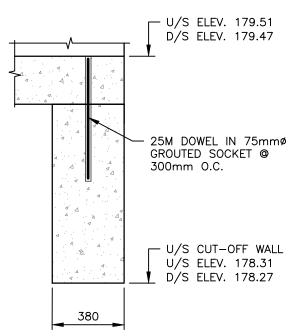
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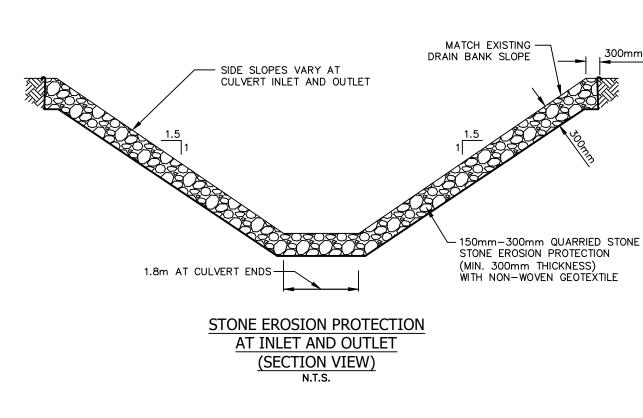


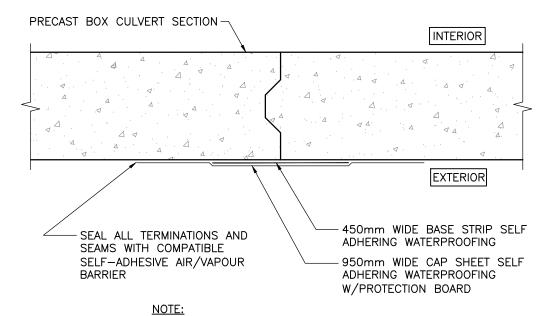






CUT-OFF WALL DETAIL NOT TO SCALE





NOTE:

• DO NOT WATERPROOF EXPOSED JOINTS.

PRECAST JOINT WATERPROOFING DETAIL

'SCHEDULE G'

300mm

Con	aitior	is of	use

Verify elevations and/or dimensions on drawing prior to use Report any discrepancies to Dillon Consulting Limited.

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				DESIGN	REVIEWED BY	
				OEM	CDP	
				DRAWN	CHECKED BY	
6	FINAL REPORT SUBMISSION	MAR. 24/25	OEM	WLB	TRO	
5	ISSUED FOR TENDER	FEB. 14/25	OEM			
4	100% CLIENT REVIEW	JAN. 30/25	OEM	DATE		
3	90% CLIENT REVIEW	DEC. 5/24	OEM	March 24, 2025		
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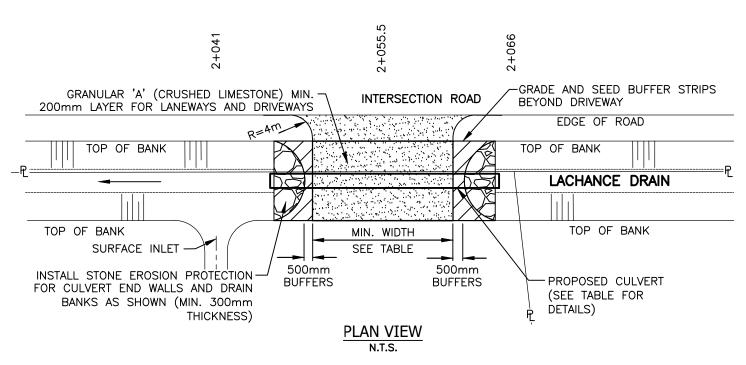
LACHANCE DRAIN MISCELLANEOUS DETAILS

BANWELL ROAD / E.C. ROW INTERCHANGE

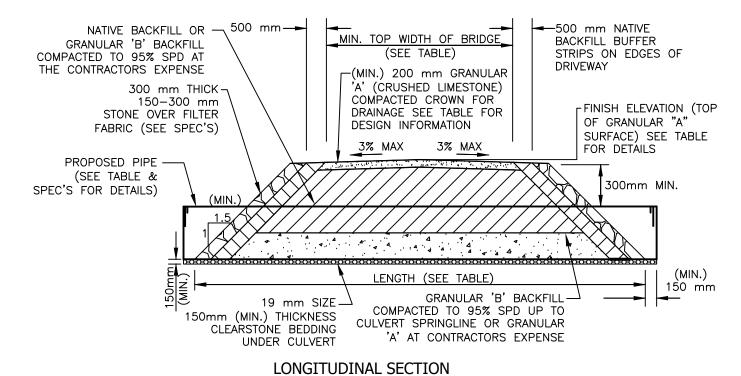
AND CORRIDOR IMPROVEMENTS

MD-10

23-6875



FARM TILES ENCOUNTERED IN CONFLICT WITH THE CULVERT SHALL BE REROUTED DOWNSTREAM OF THE CULVERT. NO CONNECTIONS THROUGH THE CULVERT ARE PERMITTED.



7/5 DRAIN (MIN.) MIN. 200 mm GRANULAR 'A' PROPOSED NATIVE BACKFILL OR GRANULAR -(CRUSHED LIMESTONE) 'B' BACKFILL COMPACTED TO 95% COMPACTED, CROWN FOR SPD AT THE CONTRACTORS DRAINAGE (SEE TABLE FOR **EXPENSE** DESIGN INFORMATION) TO MATCH -COMPACTED GRANULAR 'B' EXISTING DRAIN BACKFILL UP TO CULVERT SLOPE SPRINGLINE PROPOSED PIPE -19 mm SIZE CLEARSTONE BEDDING (SEE TABLE & 150mm THICKNESS (MIN.) SPEC'S FOR DETAILS) PIPE EMBEDMENT DIA. +900 EXISTING BOTTOM DESIGNED FOR A MINIMUM OF DRAIN EMBEDMENT OF 10% OF THE PIPE DIAMETER SECTION VIEW

TABLE — FARM CULVERT DESIGN	INFORMATION
DESCRIPTION	BRIDGE DETAILS
PIPE INVERT ELEV. U/S SIDE(m)	179.81
PIPE INVERT ELEV. D/S SIDE(m)	179.79
DRAIN BOTTOM (m) (DESIGN) (AT CENTRELINE OF CULVERT)	179.90
TOP DRIVEWAY SURFACE ELEV. (m)	182.38
MIN. TOP WIDTH OF DRIVEWAY (m)	9.1
MIN. CULVERT GRADE (%)	0.10
CULVERT TYPE	CIRCULAR
CULVERT MATERIAL	ALUMINIZED CSP
CULVERT LENGTH (m)	19.00
CULVERT SIZE (mm)	1000
CULVERT CORRUGATIONS (mm)	68x13
CULVERT ENDWALL TYPE	SLOPING STONE
·	

'SCHEDULE G'

Verify elevations and/or dimensions on drawing prior to use Report any discrepancies to Dillon Consulting Limited.

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APPROVED AS TO FORM, IN RELIANCE UPON THE PROFESSIONAL SKILL AND ABILITY OF DILLON CONSULTING LIMITED AS TO DESIGN AND SPECIFICATION. DAVID SIMPSON, P.ENG. COMMISSIONER OF INFRASTRUCTURE SERVICE THE CORPORATION OF THE CITY OF WINDSOR





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LACHANCE DRAIN FARM ACCESS BRIDGE DETAILS

BANWELL ROAD / E.C. ROW INTERCHANGE

AND CORRIDOR IMPROVEMENTS

MD-11

23-6875



Council Report: C 48/2025

Subject: Request by Aecon Group for an Exemption to Noise By-Law 6716 for Purposes of Conducting Nighttime Construction Work – Ward 5

Reference:

Date to Council: April 14, 2025

Author: Tea De Angelis

Supervisor, Research and Policy

519-255-6267 ext. 6592 tdeangelis@citywindsor.ca Planning & Building Services Report Date: 3/26/2025 Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

- I) THAT the following exemption requests to the provisions of the Noise By-law 6716 (as amended) **BE DENIED:**
 - a. Specific Exemption Request: Aecon Group is requesting a noise by-law exemption for the time periods for the operation of construction equipment as dictated by the City of Windsor By-law No. 6716 to allow nighttime construction work.
 - Scope of Exemption:
 The project limits are located in the City of Windsor at 224 Cadillac St.
 - c. Duration of Exemption: This Noise By-law exemption is requested for the duration of the construction with an expected start date of March 3rd, 2025, and spanning 7 weeks

Executive Summary:

N/A

Background:

Aecon Group is the General Contractor for the work being done at Capital Power East Windsor Congregation Center (EWCC), which includes an expansion to the existing building. Permit #2024 050154 CPBC, has been issued to Capital Power and Glos Associates Inc. for this work, with an expected start date of March 3rd, 2025.

Discussion:

Aecon Group has contacted the City of Windsor to request an exemption to Noise Bylaw #6716. The work is proposed to be completed from 7pm - 7am, Monday through Friday, for the 7-week period.

The scope of work includes an expansion to Capital Power EWCCs existing building, with Continuous Flight Auger (CFA) Piling being the specific work to be completed during the requested exemption. Often used for structural support, CFA piling is a construction method that involves drilling and pouring concrete in a single operation.

Aecon Group is seeking a Noise by-law exemption in order to:

Accelerate the construction project, mainly the CFA Piling scope of work.

The proposed nighttime works may involve the use of the following machinery:

- Construction vehicles such as cranes, and concrete trucks.
- Construction equipment such as light towers/generators, and drill rig attachments.

Aecon Group has shared with the City of Windsor that there are currently no methods in place to diminish the noise during this process. A map of the area surrounding Capital Power EWCC is illustrated in Appendix A.

Administration recommends that this request **be denied** as the increased noise during nighttime hours has the potential to interfere with the quality of life in the surrounding neighbourhood. A request for convenience purposes only (i.e. to accelerate Aecon's projected work) is not a sufficient justification to impose noise violations on the surrounding neighbourhood, which includes residential housing.

Risk Analysis:

Risk Description	Impacted Objective(s)	Risk Level	Mitigating Strategy	Responsibility
Noise will exceed generally acceptable nighttime levels	Consideration of community	Moderate	Aecon Group does not have a proposed method in place to diminish noise activity during nighttime hours. If construction noise complaints arise during construction, Aecon Group will be investigated by City staff in attempt to mitigate concerns and reach a resolution to the complaint.	Aecon Group Inc.

Financial Matters: N/A					
Consultations: N/A					
Conclusion: Aecon Group Inc., is requesting an exemption to the Noise By-law to accommodate nighttime work that will increase the speed of construction at Capital Power East Windsor Congregation Center. Administration is recommending that the request be denied due to the potential noise interference with the surrounding neighbourhood. A request for convenience purposes only is not a sufficient justification to impose noise violations on the surrounding area, which includes residential housing. Planning Act Matters: N/A Approvals:					
Name		Title			
John Revell		Chief Building Official			
Jelena Payne		Commissioner, Economic Development			
Joe Mancina		Chief Administrative Officer			
Notifications:					
Name	Addr	ess	Email		

Climate Change Risks:

N/A

Appendices:

1

Appendix A - Map illustrating project location

Appendix A

Project site in proximity to surrounding neighbourhoods.





Council Report: C 44/2025

Subject: Housing, Infrastructure and Communities Canada - Canada Public Transit Fund - Baseline Funding - All Wards

Reference:

Date to Council: April 14, 2025 Author: Anna Caro Asset Coordinator (A) (519) 255-6100 ext. 6255 acaro@citywindsor.ca Asset Planning

Report Date: 3/24/2025

Clerk's File #: MT/12670

To: Mayor and Members of City Council

Recommendation:

- THAT City Council RECEIVE the Housing, Infrastructure and Communities
 Canada Canada Public Transit Fund Baseline Funding Report; and further,
- II) THAT should City Council direct Administration to proceed with the submission of a Capital Plan (Stage 2) Application to the Housing, Infrastructure and Communities Canada (HICC) Canada Public Transit Fund (CPTF) Baseline Funding Stream, that the following Recommendations **BE APPROVED**:
 - a. That the Chief Administrative Office and City Clerk BE DIRECTED to submit a Capital Plan (Stage 2) Application to the Housing, Infrastructure and Communities Canada (HICC) – Canada Public Transit Fund (CPTF) – Baseline Funding Stream, subject to all documentation being satisfactory in legal form to the City Solicitor, in technical content to the Commissioner, Economic Development and in financial content to the City Treasurer, or designates; and,
 - b. THAT the Chief Administrative Officer BE AUTHORIZED to sign any documents required to submit the Capital Plan (Stage 2) Application to the Housing, Infrastructure and Communities Canada (HICC) Canada Public Transit Fund (CPTF) Baseline Funding Stream, subject to all documentation being satisfactory in form to the City Solicitor, in technical content to the Commissioner, Economic Development, and in financial content to the City Treasurer, or designates; and,
 - c. THAT, subject receiving notification that the City's Capital Plan (Stage 2) Application to the Housing, Infrastructure and Communities Canada

(HICC) - Canada Public Transit Fund (CPTF) – Baseline Funding Stream has been approved, that Administration **REPORT BACK** on the status of the Application, the approved Capital Plan projects, and the required funding commitments to support the City's matching funding requirements, inclusive of any pre-commitment of funds.

Executive Summary:

N/A

Background:

In February 2021 the Prime Minister announced a new permanent federal funding program for public transit and active transportation infrastructure. The new Canada Public Transit Fund (CPTF), released in 2024, will provide \$3 billion per year for public transit and active transportation infrastructure, beginning in 2026-27. The CPTF will provide stable and predictable funding to address long-term transit goals and aims to:

- Increase the use of public transit and active transportation relative to car travel;
- Increase the housing supply and affordability as part of complete, transit-oriented communities;
- Help mitigate climate change and improve climate resilience; and
- Improve public transit and active transportation options for all, especially Indigenous People and equity-deserving groups.

Funding will be delivered through three platforms:

- 1) Metro-Region Agreements will support the long-term development of public transit infrastructure in large urban areas.
- 2) Baseline Funding will provide predictable, long-term funding to communities with existing transit systems to support routine investments, with an expected focus on public transit and active transportation system expansions, improvements, and state of good repair.
- 3) Targeted Funding will provide flexible, call-specific funding to address federal priorities that meet local needs. Funding will cover areas such as rural transit, active transportation and zero emission solutions.

As directed via approvals provided through CR 356/2024, Transit Windsor submitted the mandatory Expression of Interest (EOI) application (Stage 1) for funding under the Baseline Funding Stream. Upon approval of the Stage 1 EOI application, successful applicants would then be invited to submit a Capital Plan application (Stage 2) to Housing, Infrastructure and Communities Canada (HICC).

Discussion:

On November 24, 2024, Administration received correspondence on the results of the EOI and was invited to proceed to the next stage of the application process and submit a Capital Plan (Stage 2) for the CPTF – Baseline Funding Stream. HICC indicated that the City's annual Baseline funding allocation was determined to be \$2,815,521, which is

equivalent to a 10-year allocation of \$28,155,210. The final allocations for Baseline funding will be communicated after capital plan applications have been reviewed and approved by HICC.

Funding is expected to be delivered through multi-year contribution agreements in alignment with the City's proposed capital plans. This will enable HICC to provide enhance funding stability by offering regular (e.g., annual) payments to support delivery of the capital plan investments, as long as the identified milestones are being met. Unlike with the EOI intake period, there is no firm deadline for submitting the capital plan application. Rather, capital plan applications will be received and reviewed on a rolling basis.

To support the Canada Public Transit Fund objective of advancing housing outcomes as part of complete and inclusive transit-oriented communities, communities with a population above 30,000 will be required to complete a Housing Needs Assessment. This work is currently underway as it is also required under the City's Agreement for the Canada Community Building Fund.

In addition, communities with a population of more than 150,000 will be required to:

- Concentrate more housing development near transit by allowing high-density within 800 metres of high- frequency or higher-order transit.
- Eliminate mandatory minimum off-street parking requirements within 800 metres of high-frequency or higher-order transit, excluding accessibility requirements.
- Enable more housing supply near post-secondary institutions by allowing high-density housing as-of-right within 800 metres of recognized postsecondary institutions with an enrolment of over 10,000 students.

Meeting these conditions was not necessary prior to submitting the EOI. However, applicants that are deemed to be eligible and invited to submit a Capital Plan Application (Stage2) are required to meet the above conditions.

At the time of EOI application, Administration noted that HICC was in the process of finalizing guidance with respect to the definitions of high-frequency/higher-order transit as well as high-density housing under the CPTF. Administration was directed to continue to consult with the funding provider to further understand these requirements as they related to cost-sharing, high density zoning and net-zero requirements.

Through discussion with HICC, it was determined that the City does not provide high-frequency/higher-order transit, defined as fixed-route, higher-order transit lines, which include rail lines (heavy rail, commuter rail, subways, light rail) and Bus Rapid Transit lines. As such, it is Administration's understanding that the City will not be required to implement the mandatory requirements related to the provision of this type of transit service. However, it has been confirmed that both the University of Windsor and St. Clair College meet the definition of a recognized post-secondary institution, as both are public institutions on the Master List of designated educational institutions with a total enrollment of over 10,000 full-time students across all campuses. Therefore, the housing conditions requiring high-density housing as-of-right would apply.

To meet high-density housing requirements, the City will be required to introduce zoning changes to support densities that contribute to transit ridership and promote higher

levels of multi-unit housing within 800 metres around the perimeter of the main campus of the University of Windsor, as well as the main campus of St. Clair College. As part of the CPTF funding application, the following density standards and guidelines have been provided.

Minimum Allowable Density Standards for Baseline Funding

Category	Prescribed Distance	Floor Area Ratio	Units as- of- Right	Units / Hectare
	(Meters)			Guideline*
Higher-Order Transit & Post- Secondary Institutions	0-800	3 (required)	4 (required)	80-90

^{*}Units/hectare illustrate what communities are expected to be able to achieve at a broader scale through adoption of either minimum allowable standard.

The above guidelines are meant to provide municipalities with flexibility in how the prescribed housing densities are achieved. Four units as of right allows for a property owner to build four housing units on a lot as of right. The alternative density requirement of Floor Area Ratio is a density standard that considers lot size in calculating the allowable Gross Floor Area (i.e. the size of the building). When based on an average-sized residential lot, the Floor Area Ratio will typically result in the requirement for multi-residential/high-rise dwellings with the number of required units far surpassing the four units as of right alternative.

Appendix A and B provided maps highlighting the areas where the required zoning changes will need to be implemented around the University of Windsor and St. Clair College, respectively.

Further to the above requirements, CPTF recipients are expected to commit to supporting Canada's plan to achieve net-zero emissions by 2050 and to ensure that future potential climate impact are considered as part of their Capital Plan application. Administration reached out to the funding provider for clarification regarding this requirement and while it was noted that there is no specific requirement under the Baseline Funding Stream that would require the City to commit to achieving net zero in order to apply, there would be requirements specific to the capital plan that may need to be taken into consideration, such as:

- There is an expectation that new vehicles purchased will be Zero-Emissions Vehicles (ZEVs), with limited, defined exceptions.
- A greenhouse gas assessment be completed for any component submitted through that meets the following criteria:
 - Includes a major transit asset or major transit building (with the exception of buildings with no significant GHG impact).
 - Has total eligible costs over \$10 million.

It is expected that Transit Windsor will be able to comply with the net-zero requirements of the CPTF.

Risk Analysis:

There is a growing risk that the City of Windsor will continue to be ineligible for Federal funding due to increased housing density requirements. Windsor City Council previously discussed permitting four residential dwelling units as-of-right zoning as a condition of the City's application to the Housing Accelerator Fund (HAF) and the Canada Housing Infrastructure Fund (CHIF). To date, the City has implemented a comprehensive set of policies and initiatives that effectively achieve the desired goals of increasing housing density and supply while ensuring strategic growth and infrastructure alignment. This has resulted in targeted intensification strategies which are demonstrably more impactful in delivering housing within areas supported by infrastructure and transit. There is a risk that the CPTF program, or the program requirements, may be affected by current political events and the upcoming Federal election. Administration continues to monitor both federal and provincial funding updates and announcements closely to ensure that opportunities continue to be maximized.

Climate Change Risks

Climate Change Mitigation:

Submitting a Capital Plan application and supporting documentation in Stage 2 of the application process to the Housing Infrastructure and Communities Canada (HICC) – Canada Public Transit Fund (CPTF) – Baseline Funding Stream does not pose a climate change risk.

The project may be subject to federal requirements for an environmental assessment. Through this process, relevant climate change mitigation considerations and risks will be explored. Investment in public transit and active transportation infrastructure provides low carbon transportation options to the residents of Windsor. As noted, application to this fund requires support of Canada's net-zero 2050 goal.

As part of the application process, climate considerations could include residential intensification and infrastructure for public transit and active transportation.

Climate Change Adaptation:

N/A

Financial Matters:

The CPTF has allocated an annual baseline funding amount of \$2.815M for Transit Windsor for each of the next 10 years (2026 -2035), for a total funding allotment of \$28.16M. This funding will be provided, subject to adherence to the funding guidelines.

Under the program guidelines, applicants are able to submit a five or ten-year capital plan application, on a rolling basis. This will present Transit Windsor with the ability to put forward immediate projects, and plan for other projects in the future, without risking loss of leverage of the CPTF funding. A summary of the allocated funding, along with the necessary matching funding needs, is provided in the table below.

Description	2026-2030	2031-2035	Total
CPTF Funding (40% of Eligible Costs)	\$14,077,605	\$14,077,605	\$28,155,210
City Funding (60% of Eligible Costs)	21,116,408	21,116,408	<u>\$42,232,815</u>
Total Eligible Costs	\$35,194,013	\$35,194,013	\$70,388,025
City Funding (Ineligible Costs, assumed at 10% of Eligible)	\$3,519,401	\$3,519,401	\$7,038,803
Total Projected Capital Plan Costs	\$38,713,414	\$38,713,414	\$77,426,828
Total City Funding Required (60% of Eligible plus 100% of Ineligible Costs)	\$24,635,809	\$24,635,809	\$49,271,618

If directed to proceed, Transit recommends submitting a 5-year capital plan to the CPTF for consideration. The projects to be submitted under the Capital Plan will be prioritized to leverage the monies on various eligible projects as per the funding guidelines.

The City's expected total 5-year capital requirement to maximize the 40% funding from CPTF is estimated at \$21.1M (eligible costs only). As noted, any ineligible costs over and above this amount would need to be funded by the City at 100%. In addition to the \$21.1M of eligible costs, Administration estimates the City will need to contribute a further \$3.5M in ineligible costs, representing and assumed 10% of eligible costs, for a total of \$24.6M over the 5-year period. This number is an estimate at this time and will be further refined as the Capital Plan projects and components are further developed.

Inclusive of 2025 capital funding approvals, there is currently \$16.3M in uncommitted Transit funding that could be pre-committed in 2026 for the 2026-2030 time period. There is an additional \$5.91M, \$0.82M, and \$4.23M in 2031, 2032 and 2033 in uncommitted Transit funding that could be automatically pre-committed as the funding years fall within the 5-year window. The total of this funding, \$27.2M, is more than sufficient to accommodate the \$24.6M in required funding from the City to meet the needs of the 5-year capital plan.

If the City is successful with its' application, Administration will report on a funding plan to address the City's initial \$24.6M funding commitment for the 5-year capital plan from 2026-2030, which will also include details about the specific projects that will be undertaken with this funding. A subsequent report addressing a funding strategy for the remaining 2031-2035 timeframe will be brought forward in due course.

Consultations:

Poorvangi Raval – Financial Planning Administrator

Michelle Moxley-Peltier - CEP Project Administrator

Monika Grant - Director, Fleet & Facility Development

Stephan Habrun – Ex. Director Transit Windsor

Sue Grimmett – Program Manager

Michael Dennis - Manager, Strategic Capital Budget Development and Control

Joshua Meloche – Senior Legal Counsel

Conclusion:

The CPTF – Baseline Funding stream aims to provide predictable, long-term funding to communities with existing transit systems and is meant to support routine, annual capital and non-capital investments in public transit.

Planning Act Matters:

N/A

Approvals:

Name	Title
Natasha Gabbana	Senior Manager of Asset Planning
Mark Spizzirri	Mgr Perf. Measurement & Bus Case Dev
Neil Robertson	City Planner
Wira H.D. Vendrasco	City Solicitor
Jelena Payne	Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

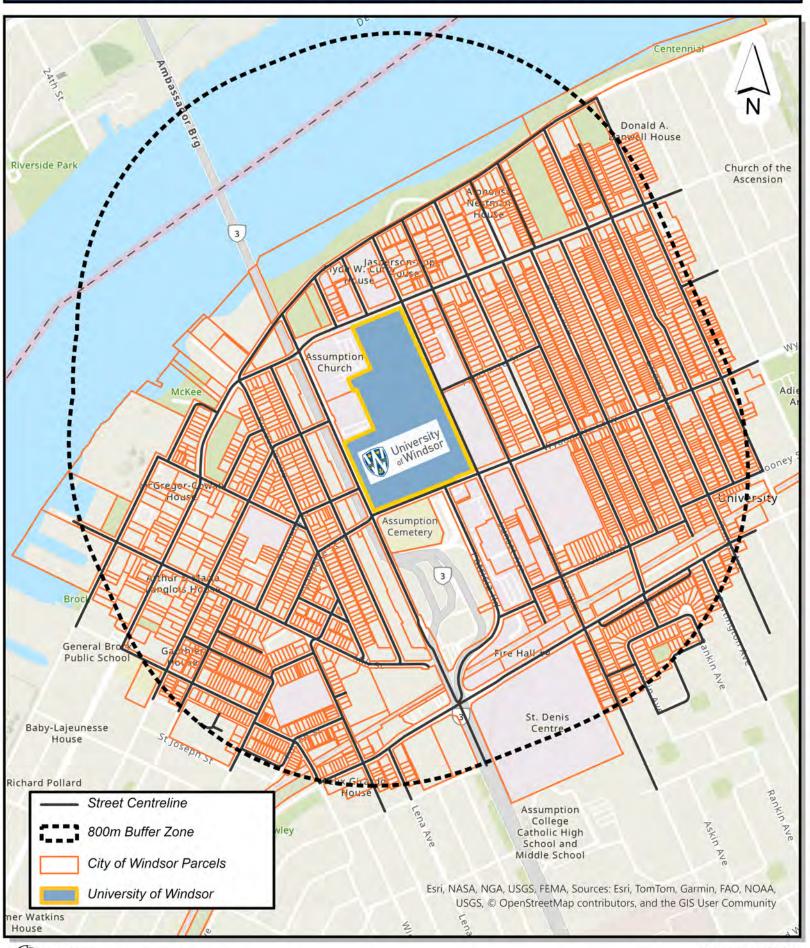
Name	Address	Email

Appendices:

1 Appendix A: University of Windsor 800 m Radius

2 Appendix B: St. Clair College 800 m Radius

Parcels & Streets In An 800m Radius From The University Of Windsor

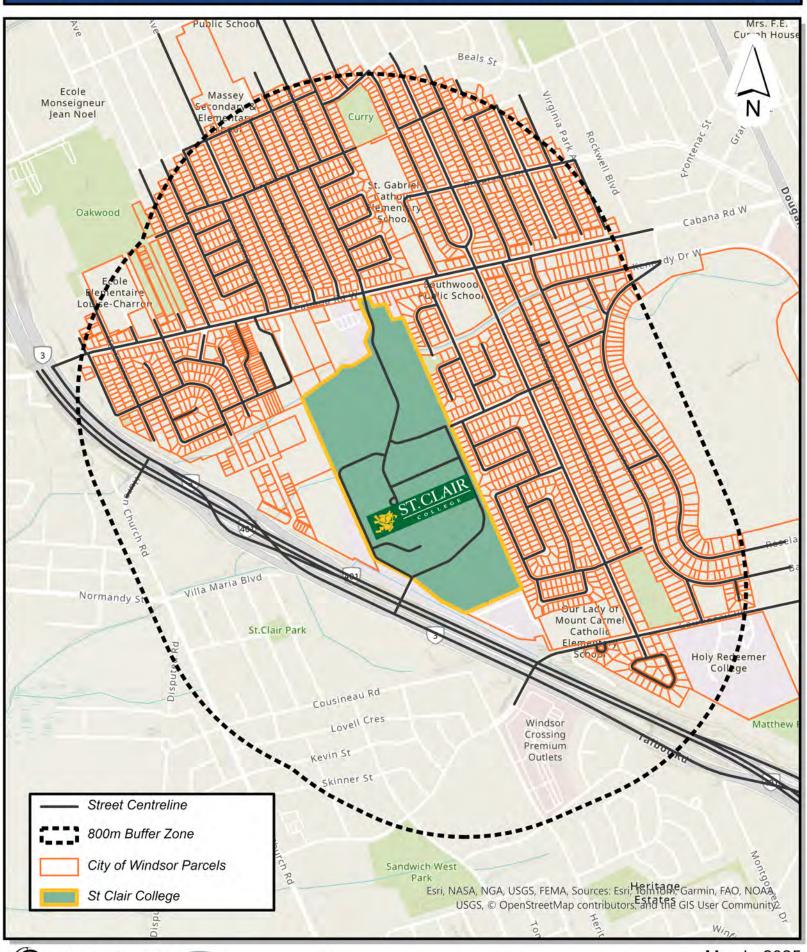






km

Parcels & Streets In An 800m Radius From St. Clair College



km

BY-LAW NUMBER 72-2025

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.

Passed the 14th day of April, 2025.

WHEREAS By-law Number 208-2008 was passed by the Council of The Corporation of the City of Windsor on December 1, 2008;

AND WHEREAS By-law Number 208-2008 has been amended from time to time;

AND WHEREAS it is deemed expedient to further amend said By-law Number 208-2008 of The Corporation of the City of Windsor;

NOW THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

- 1. **THAT** By-law Number 208-2008 be further amended by deleting Section 3.14 in its entirety and replacing it with the following:
 - "3.14 Requests for the rental of ice in municipal arenas where written agreements are necessary;"
- 2. **THAT** By-law Number 208-2008 be further amended by deleting Section 3.25 in its entirety and replacing it with the following:
- "3.25 Authority for the Chief Administrative Officer to approve and submit grant applications when at least one of the following criteria are met, provided that in cases where grant application criteria change substantially from what had previously been communicated through Chief Administrative Officer or Council Report, Administration will seek additional approvals to confirm continued application:
 - a. Grant applications submitted by the City for existing approved programs where either there is no City funding required, or funding is available within existing budgets;
 - b. Grant applications submitted by the City for new programs, subject to providing City Council with notification of the application prior to the point when withdrawal from the program is impossible;
 - c. Grant applications for any project, or portion of a project, previously approved by City Council for a grant submission, contingent upon the following:
 - I. the project meets the criteria for the grant(s) being sought;
 - II. the funding source for City's portion, as previously approved by City Council, is still available for use; and/or
 - III. there is no financial commitment until the grant has been awarded and an agreement has been executed, which would allow for a report to be provided to City Council to seek approval of the required City funding prior to execution of said agreement.

If any application is approved and no further direction from Council is required, authority for the Chief Administrative Officer to approve the signing of any agreements, declarations, approvals and any other such documents as may be required as a result of receiving the grant funding, provided they are satisfactory in legal form to the City Solicitor, in technical content to the appropriate Executive Director, and in financial content to the City Treasurer."

- **3. THAT** By-law Number 208-2008 be further amended by adding the following:
- "3.48 Authority for the Chief Administrative Officer to approve the execution of agreements related to advertising where the City receives revenue."
- 4. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading — April 14, 2025 Second Reading — April 14, 2025 Third Reading — April 14, 2025

BY-LAW NUMBER 73-2025

A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE GOUIN DRAIN

Passed the 14th day of April, 2025.

WHEREAS the Council of The Corporation of the City of Windsor has procured a Drainage Report under section 78 of the *Drainage Act* for the repair and improvement of the Gouin Drain;

AND WHEREAS the report dated March 7, 2025 has been authored by Dillon Consulting Ltd. and the attached report forms part of this by-law

AND WHEREAS the estimated total cost of the drainage works is \$1,202,800.00 (including non-recoverable HST) which will be borne by the property owners within the City of Windsor in accordance with the Schedule of Assessment in the Drainage Report;

AND WHEREAS the Council of The Corporation of the City of Windsor is of the opinion that the repair and improvement of the Gouin Drain is desirable;

THEREFORE the Council of The Corporation of the City of Windsor, pursuant to the provisions of Section 45 of the Drainage Act, R.S.O. 1990, hereby enacts as follows:

- 1. THAT the Engineer's Report for the Repair and Improvement of the Gouin Drain as prepared by Dillon Consulting Ltd., dated March 7, 2025, which is attached hereto as Schedule "A", is hereby adopted, and the drainage works as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith.
- 2. **THAT** this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading — April 14, 2025 Second Reading — April 14, 2025 Third Reading —

BY-LAW NUMBER 74-2025

A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE LACHANCE DRAIN

Passed the 14th day of April, 2025.

WHEREAS the Council of The Corporation of the City of Windsor has procured a Drainage Report under section 78 of the *Drainage Act* for the repair and improvement of the Lachance Drain;

AND WHEREAS the report dated March 24, 2025 has been authored by Dillon Consulting Ltd. and the attached report forms part of this by-law

AND WHEREAS the estimated total cost of the drainage works is \$490,800 (excluding HST) which will be borne by the property owners within the City of Windsor in accordance with the Schedule of Assessment in the Drainage Report:

AND WHEREAS the Council of The Corporation of the City of Windsor is of the opinion that the repair and improvement of the Lachance Drain is desirable;

THEREFORE the Council of The Corporation of the City of Windsor, pursuant to the provisions of Section 45 of the Drainage Act, R.S.O. 1990, hereby enacts as follows:

- THAT the Engineer's Report for the Repair and Improvement of the Lachance Drain as prepared by Dillon Consulting Ltd., dated March 24, 2025, which is attached hereto as Schedule "A", is hereby adopted, and the drainage works as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith.
- 2. **THAT** this by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading — April 14, 2025 Second Reading — April 14, 2025 Third Reading —

BY-LAW NUMBER 75-2025

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 14TH DAY OF APRIL, 2025

Passed the 14th day of April, 2025.

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 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.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading — April 14, 2025 Second Reading — April 14, 2025 Third Reading — April 14, 2025



Committee Matters: SCM 98/2025

Subject: Summary of Outstanding Council Questions as of April 3, 2025

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

"overdue Council Questions (i.e., <u>outstanding for 30 days or more) be responded to immediately."</u>

Outstanding:

2020 - 3

2021 - 3

2022 - 1

2023 - 9

2024 - 22

2025 - 3

2020

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Human Health & Services and Comm. Economic Development	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. SS2020 (February 3, 2020)	Type of Response Required -Written Report
Fabio Costante	Comm. Corporate Services (Executive Director Human Resources)	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. In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that	Type of Response Required -Written Report

		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: 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. APM2020 (July 13, 2020)	
McKenzie	Comm. Economic Development	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. SRT2020 (December 7, 2020)	Type of Response Required -Written Report

2021

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Jo-Anne Gignac	Comm. Corporate Services (Executive Director of Human Resources)	CQ 7-2021 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. ACD2021 & AL2021 18.2 (March 29, 2021)	Type of Response Required -Written Report
Kieran McKenzie	Comm. Corporate Services	CQ 17-2021 Asks that, to promote greater public safety for all people, that Administration work to develop a bylaw 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. AB2021 & MH2021 18.1 (July 26, 2021)	Type of Response Required -Written Report
Jo-Anne Gignac	Comm. Economic Development	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

2022

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fabio Costante	Comm. Community Services	Asks that, as part of the Urban Forest Management Plan, Administration should include information about the following: How a tree is determined to be either public or privately owned. Reason(s) for potential change in ownership status. The impacts of change in ownership status for the municipality and the private property owner with respect to liability, maintenance and replacement costs. ACOQ2022 & SRT2022 (August 8, 2022)	Type of Response Required -Written Report

<u>2023</u>

COUNCIL		QUESTION - ISSUES RAISED	
MEMBER Kieran McKenzie	Comm. Economic Development	Asks that given Council's declaration of a Climate Change Emergency informing the need to address climate change through municipal policy frameworks; And further, given the energy capacity challenges and opportunities faced by our community over the short, medium and long term; That Administration report back to Council with proposals for Council consideration to create a Green Energy Community Energy Plan (CIP) with the goal of creating a favourable energy investment climate for sustainable energy proposals.	Type of Response Required -Written Report
Kieran McKenzie	Comm. Economic Development (City Planner)	GV 5-2023 Given the significant housing crisis challenging municipalities across Canada, including the City of Windsor And noting, the objective stated by the Government of Ontario to add 1.5 Million home across the province over the next 10 years, including 13,000 in our Community. And Whereas, the City of Windsor has already recognized the benefits of adding housing capacity through Additional Dwelling Units (ADUs) by enacting Planning Act amendments thereby eliminating some barriers to investment. That Administration report back with further options for Council to consider that would include a range of financial tools including (but not necessarily limited to) a targeted Community Improvement Plan or Grant program that would address industry challenges to help promote greater uptake of the opportunity to augment housing stock through investments in ADUs. SS2023 (February 13, 2023)	Type of Response Required -Written Report

Kieran McKenzie	Comm. Corporate Services (City Clerk)	That, given the City of Windsor's stated objective in Council's approved Diversity and Inclusion Initiative to: continually take steps to learn and grow as a community and to recognize that "diversity adds to our strength and creates an important opportunity for fostering understanding, acceptance and innovation", and, The City's publicly articulated commitment to an Agency, Board and Committee (ABC) appointments process that is transparent, fair and consistent; That Administration undertake a review of the city's appointment policy, including a comparison to processes and policies adopted in peer municipalities such as (but not limited to) London, Kitchener and Cambridge and report back with options for Council consideration in terms of best practices or improvements that can be made in the context of Equity, Diversity, Inclusion, Transparency and Accountability. ACO2023 (February 13, 2023)	Type of Response Required -Written Report
Angelo Marignani	Comm. Community Services	CQ 10-2023 That Administration report back to City Council on a collaboration with Detroit City Council in creating a new International Freedom Festival. This world class civic event will promote international investment while improving the quality of life in our city. It will showcase our rich heritage and shared identity of our two cities. The focal point of this new annual festival will be the new Gordie Howe International Bridge, opening in 2024. There is more than a bridge that connects us and it is in our advantage to strengthen these connections. SR2023 (February 27, 2023)	Type of Response Required -Written Report
Mark McKenzie	Comm. Infrastructure Services	CQ 13-2023 Asks Administration re-examine the Driveway Requirement Policy regarding 2.2.1 which deals with not allowing front parking, as well as the Official Plan to allow front driveways with report back to Council. SB2023 & ACOQ2023 (May 29, 2023)	Type of Response Required -Written Report Deferred to a future meeting of Council

Mark McKenzie	Comm. Corporate Services	CQ 22-2023 Asks that Administration be directed to provide options on targeted and pro-active enforcement in paved alleys to address garbage, vandalism, encampments, and land maintenance concerns up to and including any possible collaborative efforts that can be initiated with other City departments and resources. ACOQ2023 & ACO2023 (July 10, 2023)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Infrastructure Services / Comm. Economic Development	CQ 26-2023 Certain cities across North America have introduced pre-approved housing and primary/secondary/ADU galleries/permits to streamline the process and lower construction costs for residential and accessory dwelling units in order to boost their city's housing supply without dramatically altering neighbourhoods. Raleigh, Stockton and Los Angeles to name a	Type of Response Required -Written Report
		few. The City of Enderby, British Columbia hosted a competition for drawings. The winners' drawings are now for sale by the city to builders for \$1000 each. The drawings are pre-approved and in compliance. Asks that Administration look at these models which could help standardize rules, save time and money and speed up the building of more homes in our city. ACO2023 (September 18, 2023)	
Jo-Anne Gignac	Comm. Economic Development	CQ 33-2023 Asks that Administration report back with tools that we, as a municipality, have to protect areas of our city that we have designated or identified, such as historic districts, historic neighbourhoods or even roadways, such as the Riverside Vista, as developments and intensification occurs in order to ensure that these developments compliment these identified areas. ACO2023 (October 30, 2023)	Type of Response Required -Written Report

Renaldo Agostino	Comm. Infrastructure Services	Recently I've had reports from concerned citizens in regards to the operations from out of town buses. I myself was almost involved in a car accident in-front of the police station where a bus just randomly stopped to drop off passengers. I've also had reports concerning seniors being left out in the cold waiting hours for a bus to pick them up with no shelter. Asks that Administration report back regarding out of town buses not utilizing our bus station and what steps can be taken to motivate them to do so.	-Written
		ACO2023 (October 30, 2023)	

2024

COUNCIL MEMBER		QUESTION - ISSUES RAISED	
Gary Kaschak	Chief Administrative Officer	Asking that Administration provide a comprehensive report regarding all of the activities, situations, interactions & ramifications involved that occur within our Municipality from having the two current Federal border crossings & soon to be 3 located in our City. All financials, use of City employees & monies involved with Windsor hosting these Federal border crossings are required to be outlined for City Council.	Type of Response Required -Written Report
Renaldo Agostino	Comm. Infrastructure Services	ACO2024 & GF2024 (January 15, 2024) CQ 4-2024 Asks that Administration look into removing parking metres across the city and replacing them with modern technology. I would like to know the costs of upgrading our system and the savings we could realize or any additional revenue sources.	Type of Response Required -Written Report Deferred to a future meeting of Council
Jo-Anne Gignac	Comm. Economic Development	ACO2024 (January 15, 2024) CQ 17-2024 Asks that Administration prepare a report on feasibility of a residential "outdoor lighting bylaw", similar to those in Muskoka, Tecumseh and Lakeshore.	Type of Response Required -Written Report
Fabio Costante	Comm. Corporate Services	ACOQ2024 & AB2024 (March 18, 2024) CQ 21-2024 Asks that Administration report back on the Short-Term Rental License By-law, what is working and what is not, especially from an enforcement perspective. Further, report back on potential strategies, taking into account what other municipalities are doing, in addition to advocacy proposals to upper level government. ACOQ2024 & ACL2024 (March 18, 2024)	Type of Response Required -Written Report
Kieran McKenzie	Comm. Infrastructure Services	CQ 23-2024 Asks that Administration report back to Council on the feasibility, financial and service level implications of adding snow removal services on residential roads for Transit Windsor School Bus Extra routes. ACOQ2024 & SW2024 (March 18, 2024)	Type of Response Required -Written Report

Kieran McKenzie	Comm. Infrastructure Services	CQ 25-2024 Asks that given the significant public safety and public nuisance concerns raised in our community related to illegal car rallies and excessive noise from motor vehicles;	Type of Response Required -Written Report
		That Administration analyze and report back to Council on all available tools for Council consideration including strengthening bylaws as well as investments in new technologies including camera and sound detection devices and other hardware that can help to address these reckless driving behaviours;	
		And Further that Administration conduct a review of what other municipalities have implemented to address this concern and undertake this analysis in collaboration with the Windsor Police Service and any other pertinent stakeholder. Carried.	
		SP2024 & ACOQ2024 (April 22, 2024)	
Renaldo Agostino	Comm. Economic Development	CQ 28-2024 Asks that Administration report back to examine the opportunities to eliminate or reduce parking requirements for new residential developments in the downtown core.	Type of Response Required -Written Report
		ST2024 & ACOQ2024 (May 13, 2024)	
Kieran McKenzie	Comm. Infrastructure Services	Asks that Administration bring forward a Capital Plan for Council consideration, to construct appropriate cycling facilities along Riverside Drive from Ford Ave. to Strabane Ave. along a concurrent timeline as the Riverside Vista Phase 2A and that the project be funded through the Bikeways Development Fund.	Type of Response Required -Written Report
		SW/8513 & ACOQ2024 (June 10, 2024)	
Kieran McKenzie	Comm. Economic Development	Asks that Administration report back on options that will help address scenarios where tenants in rental accommodations in the City of Windsor may be at risk for heat exposure in their dwelling unit.	Type of Response Required -Written Report
		ACO2024 & ACOQ2024 (July 8, 2024)	

Renaldo Agostino	Comm. Economic Development	Asks that given over the past month, our downtown has unfortunately seen some long-standing businesses leave their location due to landlord/tenant issues including earlier eviction then may be necessary. Acknowledging that administration is currently undergoing a review of all CIPs, I ask that when the final report comes back, it includes a review of potential CIP options that could help mitigate such situations in the downtown core. ACO2024 & ACOQ2024 (July 8, 2024)	Type of Response Required -Written Report
Mark McKenzie	Comm. Infrastructure Services	CQ 35-2024 Asks that Administration report back to Council on the potential of removing underused street parking meters including, but not limited to, Tecumseh Road East. ST2024 & ACOQ2024 (July 22, 2024)	Type of Response Required -Written Report
Gary Kaschak	Comm. Community & Corporate Services	CQ 37-2024 Asks that Administration prepare a report for City Council outlining what it would entail from an Administrative & Financial standpoint to potentially have the similar 'Supie Program' at one Park in all 10 Wards starting in the spring/summer of 2026. The Councillor along with Administration would determine the Ward Park location. SR2024 & ACOQ2024 (September 9, 2024)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Community & Corporate Services	Asks that Administration examine the existing sign bylaw to include provisions for temporary graffiti, applied by paint or power washed to create a reverse graffiti look on municipal sidewalks. Additionally, request the administration allows WIFF to install temporary graffiti on the municipal sidewalks under a right-of-way permit from October 1st to November 4th, 2024, notwithstanding the current sign bylaw. ACO2024 & ACOQ2024 (September 9, 2024)	Type of Response Required -Written Report
Kieran McKenzie	Comm. Community & Corporate Services	CQ 40-2024 Asks that Administration report back on the open data frameworks we have at the City of Windsor and report back on best practices observed in comparable communities across Ontario. ACOQ2024 & ACO2024 (September 23, 2024)	Type of Response Required -Written Report

Renaldo Agostino	Comm. Infrastructure Services	CQ 41-2024 Asks that Administration review the current encroachment policy, landscaping best practice, and if needed, by-law 25 to provide options to property owners with lower risk encroachments. ACOQ2024 & ACO2024 (September 23, 2024)	Type of Response Required -Written Report
Fred Francis	Comm. Human & Health Services	Asks that Administration report back to City Council with respect to options for homelessness, specifically the logistics and costs for creating tiny home villages, similar as to what has been done in other Ontario cities. This report should also include any pros and cons of doing so, based on best practices and testimonials from the other City's governments, if applicable. SS2024 & ACOQ2024 (September 23, 2024)	Type of Response Required -Written Report
Fabio Costante	Comm. Community & Corporate Services	CQ 43-2024 Asks that Administration report back on the status of the Barron Bowl Project at the Ryan Barron Memorial Skate Park located in Atkinson Park. The project update to include the current funding, projected costs, design, and feasibility. Additionally, Administration to report back on alternative Ryan Barron Memorial Skate Park improvements determined through stakeholder engagement that could be completed within the current available funding and include options for a funding source to at least match the current available funds that have been raised by the Community. SR2024 & ACOQ2024 (September 23, 2024)	Type of Response Required -Written Report
Fred Francis	Comm. Infrastructure Services	CQ 45-2024 Asks that Administration provide a traffic flow status report for City Council's review. This report should identify if changes, reviews, or updates need to be made to the current Transportation Master Plan. Also, the report should identify any problematic trends or patterns that have been seen regarding traffic flow throughout the city. ACOQ2024 & ST2024 (October 28, 2024)	Type of Response Required -Written Report

Fred Francis	Comm. Community & Corporate Services	CQ 46-2024 Asks that Administration provide a report pertaining to the use of Artificial Intelligence software within City business and operations. What is our plan to utilize AI within the City business and operations? How are other cities and different levels of government moving forward with the usage of AI? ACOQ2024 & SI2024 (October 28, 2024)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Human & Health Services	Asks that Administration write a letter to the provincial government reiterating our support for the Ontario Big City Mayor's recent motion on chronic homelessness, mental health safety and the addictions crisis and the need for immediate and swift action and should this result in new or expanded mandatory treatment programs, that Windsor be consulted and considered for any pilot project or initiative. ACOQ2024 & MH2024 (October 28, 2024)	Type of Response Required -Written Report
Mark McKenzie	Comm. Infrastructure Services	CQ 51-2024 Asks that Administration report back on replacing the pedestrian crossing (PXO) at Wyandotte and Chilver road with a lighted crossing that only activates when pedestrians push the button. (similar to Parent & Ellis) ACOQ2024 & ST2024 (November 25, 2024)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Infrastructure Services	CQ 52-2024 Asks that Administration propose a process for permitting digital billboard signs in the Right-of-Way, including the RFP process and any necessary amendments to the sign by-law. ACOQ2024 & SB2024 (December 9, 2024)	Type of Response Required -Written Report

<u>2025</u>

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fred Francis	Comm. Infrastructure Services	ACCOMMENT & CTAMENT & ACCOMMENT & STAMENT & ACCOMMENT & ACCOMMENT & STAMENT & ACCOMMENT & ACCOMM	Type of Response Required -Written Report
Kieran McKenzie	Comm. Infrastructure Services	ACOQ2025 & ST2025 (January 13, 2025) CQ 2-2025 Asks that Administration report back on the costs of the city undertaking Traffic Impact Analysis of private development, and whether the current fee structures are sufficient to fully recover costs associated with development that requires this level of analysis. ACOQ2025 & ST2025 (January 13, 2025)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Community & Corporate Services	CQ 4-2025 With the extension of H4 at Water World, it is clear that downtown has lost its community centre. With that being said, I would like administration to investigate partnerships with organizations like the Boys and Girls Club of Canada to open a youth community centre in the core. What would the process be to get a Boys and Girls Club in Windsor? Some of our empty schools would make a perfect location ACOQ2025 & SR2025 (February 10, 2025)	Type of Response Required -Written Report

/sg as of April 3, 2025



Committee Matters: SCM 97/2025

Subject: Outstanding Council Directives as of February 24, 2025

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 17, 2012	CR293/2012	16287	Corporate Services	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 as per City Solicitor.
August 24, 2015	CR159/2015	17893	Corporate Services	That City Council APPROVE the award of the Workforce Management Solution RFP 69-14 to the successful proponent, WorkForce Software; and 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.	
March 26, 2018	CR155/2018	C 52/2018	Infrastructure Services	THAT City Council APPROVE all required expenditures to complete the deliverables of the demolition and development of 6700 Raymond Avenue, as per CR366/2017, and	
				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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 17, 2018	CR503/2018	S 122/2018	Community Services	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,	
				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.	
February 04, 2019	CR35/2019	C 11/2019	Finance	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 That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation.	
March 25, 2019	CR120/2019	C 43/2019	Corporate Services	That the report of the City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; 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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 01, 2019	B8/2019	C 226/2018	Finance	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;	
July 08, 2019	CR322/2019	C 68/2019	Economic Development	That a vacant building registry NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and	
				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.	
November 09, 2020	CR553/2020	S 53/2020	Economic Development	That Administration BE REQUESTED to give notice of intention to designate the property located at 436 Askin Aveand,	In queue; to be started once Walkerville HCDS is completed.
				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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 23, 2020	CR588/2020	C 221/2020	Infrastructure Services	That Council ENDORSE the establishment of a Mandatory Downspout Disconnection Zone for the area bounded by Norfolk St. to the North, Dougall Ave/Howard Avenue to the East and the Herb Grey Parkway to the West and South; and,	
				That a Mandatory Downspout Disconnection Pilot Project, the boundaries to be determined by the City Engineer, BE UNDERTAKEN within the Mandatory Downspout Disconnection Zone with an upset limit of \$250,000 funded by Project ID#7199004 – Sewer Master Plan Implementation Project; and,	
				That the results of the Mandatory Downspout Disconnection Pilot Project BE COMMUNICATED to Council once sufficient data is available;	
December 07, 2020	CR616/2020	C 54/2020	Finance	That City Council INDICATES ITS INTENT that the future excess capacity identified in the Development Charges Background Study, dated November 5, 2020, prepared by Hemson Consulting Ltd., shall be paid for by development charges or other similar charges; 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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
March 29, 2021	CR119/2021	C 220/2020 & C 32/2021	Chief Administrative Officer	That the update from the Senior Manager of Facilities on the Corporate Security Plan and Risk Assessment BE RECEIVED; and further,	
				That City Council APPROVE the hiring of one Temporary Coordinator of Security Services at an estimated cost at \$122,314 to be charged to the Budget Stabilization Reserve, for the development of Corporate security policies, protocols, and a draft implementation plan with options for a centralized Security Division, with a report back to City Council at the 2022 Budget deliberations.	
May 03, 2021	CR179/2021	C 51/2021	Corporate Services	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.	
May 17, 2021	CR213/2021	CMC 8/2021	Economic Development	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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 26, 2021	CR363/2021	S 71/2021	Economic Development	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,	
				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.	
September 27, 2021	CR387/2021	C 116/2021	Finance	That City Council SUPPORT the following actions with regards to the development and implementation of an enhanced investment strategy:	
				That Administration BE AUTHORIZED to prepare a Request for Proposal (RFP) for Investment Advisory services; and further,	
				That Administration BE DIRECTED to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further,	
				That Administration BE AUTHORIZED to prepare an Expression of Interest (EOI) to seek interest in the development of an inhouse solution for managing current and projected cash flows more efficiently through the use of technology; and further,	
				That Administration BE DIRECTED to report back to City Council the results of the above noted actions.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 04, 2021	CR429/2021	S 41/2020 & AI 7/2021 & AI 10/2021	Economic Development	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.	
February 28, 2022	CR88/2022	C 142/2021	Community Services	That the report of the Landscape Architect dated September 23, 2021 entitled "Response to CQ 32-2020: Tree Protection and Replacement Policies Related to Development – City Wide" BE REFERRED back to Administration; and further, That Administration REPORT BACK to Council to provide information related to	Aiming for April SC
				options for a regulatory framework to ensure overall tree coverage across the community is not diminished due to the new development of private lands by requiring the replacement of trees removed on a caliper per caliper basis as deemed appropriate by the City Forester and City Planner.	
April 11, 2022	CR150/2022	S 29/2022	Infrastructure Services	That Administration BE AUTHORIZED to initiate a Home Flood Protection Program on a pilot basis; and further, That Administration REPORT BACK to City	
				Council on completion of the pilot program.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 25, 2022	CR184/2022	S 39/2022	Community Services	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,	
				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.	
April 25, 2022	CR171/2022	C 54/2022	Corporate Services	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, That Administration REPORT BACK TO COUNCIL on the results of the two-year pilot study within Wards 1 and 2.	
May 09, 2022	CR222/2022		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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
June 13, 2022	CR273/2022	S 14/2022	Infrastructure Services	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, That Administration BE DIRECTED to report	
				back to Council once the Drainage report for the repair and improvement of the Dawson Drain is complete.	
September 06, 2022	CR399/2022	C 150/2022	Health & Human Services	That the report of the Coordinator of Housing Administration and Development regarding the Social Services Relief Fund ("SSRF") Phase 5 Windsor Essex Community Housing Corporation Capital Project BE RECEIVED for information, and,	
				That the Executive Director of Housing and Children's Services or their designate REPORT to City Council on the outcome of the capital developments;	
September 06, 2022	CR374/2022	S 76/2022	Infrastructure Services	That Administration BE REQUESTED to report back to a future meeting of Council to provide a review of the Speed Hump Policy and options to approve the same.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 28, 2022	CR501/2022	C 191/2022	Economic Development	That City Council RECEIVE the Investing in Canada Infrastructure Plan (ICIP) Grant Application report dated November 17, 2022, along with the report from IBI Group titled "Transit Windsor Garage Feasibility Study" dated October 28, 2021 provided in Schedule A; and further, That given the dramatically higher cost estimate for the Transit Garage emanating from the detailed study recently completed by the IBI Group, City Council DIRECT Administration to re-evaluate the Transit Windsor Master Plan to determine how to best achieve the goals of the Master Plan and report back to Council as part of the Transit	
				Master Plan Implementation Project update.	
January 16, 2023	CR8/2023	C 222/2022	Economic Development	That Administration REPORT BACK with a supplemental report providing details on emerging technologies and strategies related to decarbonization of the electrical grid;	
February 27, 2023	CR106/2023	C 18/2023	Finance	That City Council DIRECT Administration to monitor operations subsequent to the changes implemented as a result of Bill 109, and provide reports on any cross-departmental impacts with recommendations to address those impacts;	
				That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 27, 2023	CR107/2023	C 19/2023	Finance	That report C 19/2023 regarding the More Homes Built Faster Act – Bill 23 BE RECEIVED for information; and further,	
				That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.	
April 03, 2023	B29/2023	C 26/2023	Finance	That Administration BE DIRECTED to report back with regards to the University Avenue West Project # (ECP-14-07) road reconstruction, with information related to Potential Funding or other options that can be utilized to complete the entire road reconstruction, without affecting the current Capital Budget allocations;	
April 24, 2023	CR176/2023	S 27/2023	Infrastructure Services	That the report of the Transportation Planning Senior Engineer dated March 1, 2023 entitled "South National Street (Pillette to Jefferson) Traffic Calming," BE RECEIVED for information; and,	
				That Administration BE DIRECTED to report back to Council with costs, and feasibility of adding traffic calming measures including physical separators with barriers along South National Street, enhancing the cyclist crossing at South National Street and Balfour Avenue and explore a pedestrian crossover at West Minster Avenue and South National Street into the Riverside area.	
August 08, 2023	CR316/2023	C 107/2023	Community Services	That administration BE REQUESTED to report back with statistics related to open air burning.	DC Wilker writing draft. Aiming for April SC

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 05, 2023	CR356/2023	C 120/2023	Infrastructure Services	That Council APPROVE bi-weekly garbage collection, weekly organic collection, and bi-weekly leaf and yard waste collection from April until November, and that this service level BE IMPLEMENTED with the next waste collection contract expected to begin in 2025; and, That Administration BE DIRECTED to report back to Council the results of the collection tender(s) and any additional costs related to the new SSO program, once available;	
September 05, 2023	CR359/2023	C 69/2023 & S 82/2023 & AI 12/2023	Infrastructure Services	That Administration BE DIRECTED to issue a Request for Proposal for curbside garbage collection and optional bidding for alley garbage collection in the alleys that garbage collection is being provided currently; and, That Administration BE DIRECTED to report back to Council the results of the collection Request for Proposal and any additional costs related to the new SSO program, once available;	
September 05, 2023	CR359/2023	C 69/2023 & S 82/2023 & AI 12/2023	Infrastructure Services	That administration BE DIRECTED to provide a report during the 2024 budget deliberation process for a plan to increase funding for alley maintenance for paved alleys.	
September 05, 2023	CR356/2023	C 120/2023	Infrastructure Services	That administration REPORT BACK to Council regarding the implementation of a comprehensive communication plan and process which includes community partners including post secondary institutions and communication mediums for residents who may not speak English.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 16, 2023	CR428/2023		Infrastructure Services	That the petition presented by Councillor Gary Kaschak on behalf of Parents of St. Therese School children looking for crossing guard improvements, signage, road improvements and potentially a sidewalk in that area 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.	
October 16, 2023	CR421/2023	S 96/2023	Infrastructure Services	That administration BE REQUESTED to conduct a traffic analysis of the immediate surrounding neighbourhood and to come forward with recommendations for Councils consideration to address parking concerns and general traffic issues.	
October 16, 2023	CR429/2023		Economic Development	That the petition presented by Councillor Kieran McKenzie on behalf of residents of Windsor asking for an increase in buses during peak hours and a review of bus schedules BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services and the Executive Director of Transit Windsor for the purpose of an examination of the requested works or undertakings, and that this be tabled as part of the public record.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 30, 2023	CR447/2023		Economic Development	That the petition presented by Councillor Fred Francis on behalf of concerned citizens requesting a public consultation regarding Transit Windsor Proposed Route 330 BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Executive Director of Transit Windsor for the purpose of an examination of the requested works or undertakings.	
October 30, 2023	CR432/2023	S 107/2023	Community Services	That the report from the Manger, Culture and Events, dated August 21, 2023, entitled "Response to Open Streets Petition" BE RECEIVED for information; and further,	
				That in future years, the City CONTINUE to alternate between the newly proposed east-side route and the previously approved downtown/west-side route; and further,	
				That administration BE REQUESTED to provide information related to options regarding holding Open Streets events twice a year including feasibility and costs, one in the downtown/west-side route and one in the new east-side route.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 30, 2023	CR433/2023	S 118/2023	Health & Human Services	That the report of the Manager, Homelessness and Housing Support in response to CQ 20-2023 Feasibility of Expanding Outreach Services and 311 Operating Hours BE RECEIVED for information; and,	
				That City Council DIRECT Administration to report back to Council with more data and information about the impact of recent improvements to the Homelessness Street Outreach team's schedule and after-hours homelessness response initiated through 311, before deciding if further expansion is needed;	
October 30, 2023	CR433/2023	S 118/2023	Health & Human Services	That administration BE REQUESTED to report back to the Community Services Standing Committee, as to how the City will attempt to draw the various organizations together in an effort to collaborate and capitalize on the programs that they are prepared to offer.	
November 27, 2023	CR461/2023	C 168/2023	Economic Development	That the report from the Senior Economic Development Officer requesting a Letter of Support for intercity passenger rail service BE RECEIVED FOR INFORMATION; and further,	
				That City Council ENDORSE a Letter of Support from the Mayor to the Minister of Transport supporting the proposed Amtrak-VIA Rail Intercity Passenger Rail Connection; and further,	
				That City Council AUTHORIZE Administration to represent the City of Windsor at future stakeholder meetings for this project; and further,	
				That Administration BE DIRECTED to report status updates to City Council as soon as is practical.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 27, 2023	CR491/2023	C 141/2023	Finance	That City Council SUPPORT the Administrative recommendation to not provide Municipal Support Resolutions at this time for non-storage installations as part of the IESO LT1 RFP submission; and	
				That Administration BE DIRECTED to report back to Council in the event that either of the two projects identified in this report receive an IESO contract award for further consideration for municipal support.	
November 27, 2023	CR493/2023	C 94/2023	Finance	That administration BE REQUESTED to report back to council after one year of the vacant home tax program being in place to provide information related to the effectiveness and/or opportunities for improvement including the possibility of a repeat offender fee.	
November 27, 2023	CR471/2023	S 31/2023	Infrastructure Services	That the report of the Manager of Homelessness and Housing Support and the Deputy Licence Commissioner, dated July 24, 2023 entitled "Response to Council Decision ETPS 942 – Options for Addressing Panhandling - City Wide" submitted in response to direction provided through Council Decision ETPS 942 BE RECEIVED for information; and, That Administration REPORT BACK with infrastructure related strategies to discourage unsafe behaviours in the public roadway.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 15, 2024	CR38/2024	S 159/2023	Community Services	That the report of the Community Services Standing Committee of its meeting held December 6, 2023 entitled "Response to CQ Regarding the Dog Park Policy – City Wide" BE REFERRED back to administration to provide a report which includes information regarding municipalities that have smaller dog parks in residential areas and how they have achieved the same.	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to develop a Community Improvement Plan and associated financial incentives that will facilitate and support the construction of attainable and affordable residential units; and further,	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to adopt a single technology for providing a digital portal for development services (services provided by the Building, Planning and Right of Way departments) to improve business processes, streamline approvals, and improve customer access to services and information; and further,	
January 22, 2024	B1/2024	C 9/2024	Corporate Services	That Administration BE DIRECTED to review the existing Disposal of Land policy and propose amendments that support the disposition of municipally owned properties to facilitate housing projects, including student housing; and further,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Corporate Services	That Administration BE DIRECTED to prepare a policy to advance the strategic acquisition of property that supports and facilitates the development of new attainable and affordable housing, including student housing; and further,	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to begin the process to create a Green Development Standards Community Improvement Plan that will provide guidance and financial incentives for sustainable development projects.	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That Administration BE DIRECTED to prepare Official Plan policies and criteria for reducing the minimum parking requirements for medium and high-density affordable purpose-built rental housing projects; and further,	
January 22, 2024	B1/2024	C 9/2024	Economic Development	That City Council REAFFIRM its support for increasing the supply of "missing middle" housing, and in order to achieve the targeted number of units directs Administration to: a. Prepare a report for Council's consideration identifying areas of the city currently zoned for single detached; semi-detached and townhouses where four units as-of right can be supported subject to lot sizes, the availability of supporting infrastructure, servicing capacity, and access to transit, and public engagement, and further; b. That City Council commit to a minimum of four units as-of right on serviced residential lots for all properties identified as "Mixed Use Corridor" and "Mixed Use Node" in the City's Official Plan; and further,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Economic Development	That City Council REAFFIRM its support of targeted intensification by increasing the supply of medium to high density housing options, and in order to achieve the targeted number of units directs Administration to:	
				 a. prepare Official Plan and Zoning By-law Amendments permitting increased densities and building heights of 4 storeys or greater for all properties identified as "Mixed Use Corridor", "Mixed Use Node" and "Mixed Use Centre" in the City's Official Plan, including targeted height permissions of:Mixed Use Corridors, ranging from 4 to 8 storeys;Mixed Use Nodes, ranging from 4 to 8 storeys; andMixed Use Centres, ranging from 6 to 10+ storeys. b. prepare Zoning By-law Amendments permitting medium residential development with building heights ranging from 4 to 6 storeys for specific areas of the city designated as "residential" in the City's Official 	
				Plan, subject to lot sizes, the availability of supporting infrastructure, servicing capacity, and access to transit;	
January 22, 2024	B1/2024	C 9/2024	Economic Development	c. work with the University of Windsor and St. Clair College to increase density and create opportunities for student housing on and in close proximity to their campuses; and	
				d. work with the University of Windsor and St. Clair College to identify land to allow for the development of additional residential units; and further,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 29, 2024	B11/2024	C 188/2023	Economic Development	That administration BE DIRECTED to engage with St. Clair College administration and the administration at the University of Windsor to discuss possible ongoing partnerships related to funding for Transit Services in the City of Windsor.	
January 29, 2024	B12/2024	C 188/2023	Infrastructure Services	That administration BE REQUESTED to report back to Council related to the impact to transit revenues if the proposed transit fare increase being contemplated were not applied to individuals who qualified for the affordable pass program.	
January 29, 2024	B17/2024	C 188/2023	Community Services	That with regard to "Summer Drop-In Recreation Program in Parks" that the amount of up to \$20,000 BE APPROVED for another year of programming in Mitchell Park; and, That administration BE REQUESTED to report back on adding additional parks and explore potential funding from community partnerships	April SC
January 29, 2024	B18/2024	C 188/2023	Finance	for Council's consideration. That the following recommended motion by Councillor Francis from the January 29, 2024—Special Meeting of Council BE DEFERRED to a future meeting of Council: That administration BE DIRECTED to provide 10% efficiencies as opposed to 5% efficiencies as part of the 2025 Budget preparation process for Council's consideration.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 29, 2024	B19/2024	C 188/2023	Economic Development	That with regard to "New Service: Route 250 (Rhodes/Twin Oaks/NextStar Industrial)" that administration BE DIRECTED to report back on the participation or arrangement to assist with transit funding by other municipalities or corporations; and,	
				That administration BE DIRECTED to explore opportunities across the community for sponsors to assist with transit funding.	
February 26, 2024	CR81/2024	S 168/2023	Economic Development	That the report of the Community Energy Plan Administrator dated December 19, 2023 regarding the Energy and Poverty Pillar (EAPP) Report Requirement from the Global Covenant of Mayors for Climate and Energy BE RECEIVED for information; and,	
				That Administration BE DIRECTED to report back to Council with the finalized Energy Access and Poverty Assessment, Targets, and Plan.	
March 18, 2024	CR127/2024	C 33/2024	Finance	III. That subject to written confirmation from the grant provider that the City's application has been successful, Administration REPORT BACK to Council regarding the proposed financing strategy required to carry out this project and execute the Agreement.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR146/2024	CMC 6/2024	Infrastructure Services	That the administrative memo from the from the Commissioner, Infrastructure Services & City Engineer dated March 14, 2024 regarding City of Windsor Feedback Regarding ERO-019-7891 and the letter from the Executive Director, Municipal Engineers Association dated February 26, 2024 regarding the Ministry of the Environment, Conservation & Parks (MCEP) Announcement of new Regulation to Replace Municipal Class EA BE RECEIVED; and,	
				That administration BE REQUESTED to report back outlining the impact of the changes to the Conservation Authorities Act on the City of Windsor as it relates to the measures that are being contemplated in the legislation that the Province is bringing forward.	
April 22, 2024	CR153/2024	S 31/2024	Health & Human Services	That this updated report from the Coordinator, Housing Administration & Policy and the Social Housing Analyst dated February 16, 2024 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" BE RECEIVED; and further,	
				That the Executive Director, Housing & Children's Services REPORT BACK on the outcome of the expiring rent supplement and any other mitigation strategies post completion; and,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR155/2024	S 30/2024	Health & Human Services	That this report of the Acting Manager, Homelessness & Housing Support dated February 16, 2024 entitled "Legislated Five Year Review of the 10-year Housing and Homelessness Master Plan, 2024" BE ACCEPTED; and further, That the Executive Director of Housing and Children's Services or their designate ENSURES the updated Windsor Essex 10- year Housing and Homelessness Master Plan aligns with the direction set by the Ministry of Municipal Affairs and Housing, addresses local needs and, REPORT BACK to Council to present the updated plan; and further	
April 22, 2024	CR158/2024	SCM 75/2024	Economic Development	That the verbal update to Municipal Heritage Register: Strategies in response to Provincial Bill 23 provided by the Heritage Planner BE RECEIVED; and, That the Heritage Planner BE DIRECTED to report back to a future Development & Heritage Standing Committee meeting on the viability of a bylaw for Council consideration aimed at protecting existing Municipal Heritage assets beyond the Province's 2024 deadline; and that should a bylaw be determined viable, TO PROPOSE within the response appropriate language and to report back prior to the Provincial deadline elapsing.	
April 22, 2024	CR165/2024	S 169/2023	Economic Development	That the report of the Community Energy Plan Administrator dated February 19, 2024 entitled "Community and Corporate Greenhouse Gas Emissions and Energy Monitoring Report – 2022 – City Wide" BE FORWARDED to the Environment & Climate Change Advisory Committee for their review and comment.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 22, 2024	CR166/2024	S 33/2024	Economic Development	That the report of the Environment Sustainability Coordinator dated March 7, 2024 entitled "Windsor's 2023 Report On the State of the Environment" BE FORWARDED to the Environment & Climate Change Advisory Committee for their review and comment.	
May 27, 2024	CR207/2024	CMC 8/2024 7.1.2	Corporate Services	That the letter from Assisted Living Southwestern Ontario dated April 29, 2024, regarding Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption BE RECEIVED for information; and, That administration BE DIRECTED to report back with information related to the possibility of a By-law amendment or exemptions regarding the Short-Term Rental License By- Law, and that this information include considerations for community services providers, not for profit (NFP) groups and other organizations that are looking to provide this service in addition to other services.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
May 27, 2024	CR236/2024	S 45/2024	Infrastructure Services	That Council APPROVE the development of a new Ad Hoc Alley Standards Committee as outlined in the report with the deliverables to support Council's goal of developing and enforcing a set of alley standards as amended; and,	
				That the Alley Standards Committee REVIEW and CONSIDER best practices to promote safety and security as an additional deliverable; and,	
				That asset management plans BE INCLUDED in the analysis of activating those alley spaces; and,	
				That administration BE DIRECTED to report back to Council on an annual basis.	
June 10, 2024	CR246/2024	C 58/2024	Community Services	That Council APPROVE the award of RFT 46-24, City Hall Square Ice Rink to the low bidder Oscar Construction Company Limited for the amount of \$11,742,255 (excluding HST); and further,	
				That Administration BE REQUESTED to continue to review the potential to offset costs for this project by finding ways to secure revenue streams, including but not limited to, potential naming rights and other sponsorship opportunities.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
June 10, 2024	CR248/2024	C 64/2024	Finance	That Council SUPPORT the continuing development, implementation, and monitoring of the EMP to reduce the Corporation's energy consumption and greenhouse gas emissions; and, That Administration REPORT BACK to Council on the development of a Corporate Energy Management Policy, once finalized.	
June 10, 2024	CR256/2024	S 146/2023	Infrastructure Services	That administration BE DIRECTED to review the Drouillard Road underpass to ascertain whether it can be designated as a recreational trail to legally allow usage by cyclists.	
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That based on the content and discussion of this Report, City Council DIRECT Administration to develop a "Policy for Municipal Electric Vehicle (EV) Charging Stations"; and,	
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That City Administration PROVIDE SUPPORTS for the installation of privately-owned EV Charging Infrastructure for residential, commercial, and municipally-owned properties through: a. The support and facilitation of third-party ownership of EV charging infrastructure in municipally-owned parking lots and garages	
				on municipally-owned properties; and, b. Exploring amendments to the Zoning By-law for new residential development; and, c. Exploring amendments to Zoning By-law for new multi-residential and non-residential development; and,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
June 10, 2024	CR263/2024	S 64/2024	Infrastructure Services	That administration BE REQUESTED to report back with information related to a fee model and enforcement options for not moving vehicles from the charging station after being fully charged.	
July 08, 2024	CR302/2024	CMC 10/2024 7.1.5	Corporate Services	That the report of the Director, Technology Services, Windsor Police Services dated June 19, 2024 responding to Council Question CQ 31-2023 regarding installation of CCTV-enabled emergency police call boxes in public areas BE RECEIVED for information; and, That Administration BE DIRECTED to report back to Council regarding developing a privacy impact study and the cost involved.	
July 08, 2024	CR284/2024	C 72/2024	Finance	That administration BE DIRECTED to request a clarification letter from AMO in terms of moving forward regarding the Built Canada Fund and what it is going to cover, and how sustainable it is for municipalities moving forward.	
July 08, 2024	CR286/2024	SCM 181/2024	Economic Development	That the letter from the Ministry of Citizenship & Multicultralism dated May 27, 2024 regarding the changes made to the Ontario Heritage Act (OHA) as part of Bill 23, More Homes Built Faster Act, 2022 BE RECEIVED; and, That administration BE REQUESTED to report back to the Development & Heritage Standing Committee related to what the current resource capacities would yield, in terms of	
				how far into the heritage list is practical to get through with the 2-year extension deadline.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 08, 2024	CR294/2024	C 73/2024	Finance	That City Council APPROVE the proposed pilot project in partnership with a third-party owner-operator to assess the requirements of public-private partnerships and expanding electric vehicle charging station infrastructure; and,	
				That the Chief Administrative Officer and City Clerk BE AUTHORIZED to enter into an agreement with the partnership herein described as FLO-TELUS for the installation of electric vehicle charging stations at the locations detailed in this report, and,	
				That City Council DIRECT Administration to return with the preliminary results of the pilot project after one year of operation to describe the feasibility of the public-private partnership model for expanding electric vehicle infrastructure.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 22, 2024	CR319/2024	S 75/2024	Infrastructure Services	That the report of the Manager, Environmental Services dated June 10, 2024 entitled "Response to CQ 20-2024 Bulk Collection Program in BIAs" BE RECEIVED for information; and,	
				That Council APPROVE the inclusion of commercial businesses within BIAs in the existing Bulk Collection Program on a one-year pilot program beginning in the fall of 2024; and,	
				That Administration REPORT the results of the pilot project to Council in the fall of 2025; and,	
				That Administration BE DIRECTED to report back regarding the feasibility of expanding the bulk item pick up program into non BIA commercial districts during the final analysis or at any time within the pilot project timeline.	
July 22, 2024	CR325/2024	S 22/2024	Economic Development	That Volume 1: The Primary Plan of the City of Windsor Official Plan BE AMENDED; and, That Administration continue to give consideration to matters which could further assist with streamlining the development approval process and REPORT BACK on any options or parameters regarding the delegation of authority to Administration.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 22, 2024	CR333/2024	S 15/2024 & S 16/2024 & AI 13/2024	Economic Development	That Council DIRECT Administration to DEVELOP Corporate Procedures to implement the Windsor Archaeological Management Plan (WAMP); and further,	
				That Administration BE DIRECTED to undertake a search for an appropriate location to study, curate, store and display significant archaeological resources resulting from future archaeological investigations within the municipal limits of Windsor and report back to City Council on options which may be available should a future need arise; and further,	
July 22, 2024	CR333/2024	S 15/2024 & S 16/2024 & AI 13/2024	Economic Development	That administration BE REQUESTED to report back with an update related to the implementation of the Windsor Archaeological Management Plan prior to the end of 2024;	
September 09, 2024	CR364/2024	S 94/2024	Infrastructure Services	That administration BE DIRECTED to meet with the school boards through the City & School Board Liaison Committee regarding alternatives to the Kiss and Ride Program and their pilot project at Queen Victoria School currently being discussed;	
September 09, 2024	CR356/2024	C 101/2024	Finance	That in the event the City receives written confirmation from Housing, Infrastructure and Communities Canada (HICC) that the Expression of Interest (EOI) submitted has been approved, Administration REPORT BACK to Council with all required information necessary to submit a Capital Plan Application (stage 2) to the Canada Public Transit Fund (CPTF) – Baseline Funding stream.	FYI

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 09, 2024	CR378/2024	S 71/2024	Economic Development	That the report of the Development and Heritage Standing Committee dated May 31, 2024 entitled "Approval of a Draft Plan of Subdivision and Zoning By-law Amendment for properties known as 4170 and 4190 Sixth Concession Rd; Applicant: 2863167 Ontario Inc.; File Nos. SDN-001/24 [SDN/7194] and Z-012/24 [ZNG/7195]; Ward 9" BE DEFERRED to a future meeting of City Council to allow for further investigation into the possibility of ingress and egress from the 6th Concession.	Sep 9/24: to future meeting for further investigation on ingress and egress. (CR378/2024)
September 23, 2024	CR429/2024	S 66/2024	Infrastructure Services	That Administration BE DIRECTED to bring forward a capital infrastructure investment plan identified in the Environmental Assessment along the 6th Concession and North Talbot corridor in the 2025 capital budget.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 23, 2024	CR414/2024	S 107/2024 & AI 19/2024	Community Services	That the administrative report dated August 16, 2024 and the Additional Information Memo entitled "Response to CQ 3/2024 Geese Management - City Wide" BE RECEIVED for information; and,	
				That the City Treasurer BE DIRECTED to bring forward a \$30,000 budget issue as part of the 2025 budget process for consideration; and,	
				That subject to approval of this request in the 2025 budget, that Administration BE DIRECTED to work with a Goose Management Company on egg/nest removal at the seven (7) locations identified within this report; and further,	
				That Administration BE DIRECTED to apply for any required permits with the Canadian Wildlife Service for the removal of eggs/nests; and further,	
				That Administration BE DIRECTED to report the results to Council after a one-year trial is completed.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
September 23, 2024	CR390/2024	CMC 13/2024 7.1.2	Infrastructure Services	That the communication from the Town of Tecumseh dated September 4, 2024 regarding a "Notice of Public Meeting for Proposed Official Plan Amendment to incorporate the Tecumseh Hamlet Secondary Plan into the Tecumseh Official Plan" BE RECEIVED for information; and,	
				That Administration BE DIRECTED to report back on the impact of the services that the city provides to neighbouring municipalities in terms of potable water and sewage, and whether or not we will be required to increase the numbers that we are currently providing to them.	
October 28, 2024	CR481/2024		Economic Development	That administration BE DIRECTED to write a letter to the Provincial Government and Members of Provincial Parliament to encourage more consultation with municipalities on matters of planning & development before legislation is enacted; and, That administration BE DIRECTED to report	
				back for further consideration of initiatives or suggestions from council;	
October 28, 2024	CR478/2024		Infrastructure Services	That the petition presented by Councillor Ed Sleiman on behalf of the residents on Erskine Street regarding parking and traffic concerns BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services & City Engineer for the purpose of an examination of the requested works or undertakings.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
October 28, 2024	CR477/2024		Infrastructure Services	That the petition presented by Councillor Ed Sleiman on behalf of Parkwood Manor regarding the safety concerns at the intersection of Central Avenue & Temple Drive BE RECEIVED by the Clerk and the Clerk BE DIRECTED to forward the petition to the Commissioner, Infrastructure Services & City Engineer for the purpose of an examination of the requested works or undertakings.	
November 25, 2024	CR507/2024	C 140/2024	Infrastructure Services	I. That City Council RECEIVE the International Charles Brooks Memorial Peace Fountain Replacement Project update outlined in this report; and further,	
				II. That City Council DIRECT Administration to MOVE FORWARD with Option 1: Floating Fountain design, outlined in the body of this report; and further,	
				IX. That Administration BE DIRECTED to report back to Council regarding the old fountain and next steps moving forward; and further,	
November 25, 2024	CR498/2024	C 128/2024	Finance	That as it relates to Phases 1 & 2 of the Corporate LED Lighting Conversion City Wide project that City Council ENDORSE the project change orders as described in Appendix A: LED Project Change Orders, Phases 1 and 2; and,	
				That Administration to BE DIRECTED to assess the opportunity for annual utility cost savings at the Windsor Airport (YQG) with the intention of adding YQG facilities to the project scope as an additional project phase.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 25, 2024	CR491/2024	S 144/2024	Infrastructure Services	That the report of the Acting Senior Manager of Traffic and Parking dated October 15, 2024, entitled "Response to CQ 14-2023 – Use of Rumble Strips in an Urban Environment – City Wide" BE RECEIVED for information; and,	
				That administration BE DIRECTED to include information related to rumble strips in the coming report related to traffic calming.	
November 25, 2024	CR489/2024	C 95/2024	Corporate Services	That administration BE DIRECTED to report back to Council at the end of 2023 on the impact of changing the Council meeting start time to 10:00 o'clock a.m.; and, that the information INCLUDE public, council, and administration consultations.	
November 25, 2024	CR507/2024	C 140/2024	Corporate Services	That Administration BE DIRECTED to establish a committee with working members of the local CAW and the Brooks family to establish September 21st as an International Peace Day.	
November 25, 2024	CR501/2024	S 150/2023 & AI 15/2024 & AI 20/2024	Infrastructure Services	That the report of the Environment, Transportation & Public Safety Standing Committee meeting held September 25, 2024 regarding " Response to CQ 13-2023 - Front Yard Parking Best Practice 2.2.2 " BE DEFERRED to a future meeting of City Council to allow for a previously scheduled meeting(s) of the Walkerville Heritage Conversation District to take place.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
November 25, 2024	CR502/2024	S 46/2024 & AI 14/2024	Infrastructure Services	That the report of the Environment, Transportation & Public safety Standing Committee of its meeting held May 29, 2024, regarding "Response to CQ 4-2024 – Options for Modernizing Parking Operations – City Wide" BE DEFERRED to future meeting of City Council meeting to allow for further review of this matter.	
December 09, 2024	CR541/2024		Corporate Services	That the Clerk's Office BE DIRECTED to invite members of parliament to attend a meeting with Council to have discussions regarding a number of concerns, including legislation surrounding housing and homelessness and how it impacts our municipality; and further,	
				That Council DIRECT any additional agenda items for this meeting to the clerk's office for consideration.	
				That Council PROVIDE Administration with any Agenda Items they would like to see on the upcoming meeting Agenda for the meeting with the Provincial Government Representatives.	
December 09, 2024	CR539/2024	241209_15-02	Health & Human Services	That consideration of the following Notice of Motion introduced by Councillor Kieran McKenzie at the December 9, 2024 meeting of Council, BE REFERRED back to administration for a thorough report back to a future meeting of Council regarding the implications of supporting AMO's recommendations and the implications of using the notwithstanding clause and to allow for consultation with stakeholders:	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 09, 2024	CR538/2024	241209_15-01	Corporate Services	That consideration of the following Notice of Motion introduced by Councillor Mark McKenzie at the December 9, 2024 meeting of Council, BE REFERRED back to administration for a report back to a future meeting of Council to allow for additional information related to the bail system, criminal code, and charter rights:	
December 09, 2024	CR537/2024	C 161/2024	Health & Human Services	That City Council ENDORSE the recommended temporary emergency shelter winter initiatives proposed in this report provided all expenses can be funded under the Reaching Home incremental funding allocation for the 2024 – 2025 fiscal year; and further, That Administration BE DIRECTED to urgently REPORT BACK to Council with recommendations should the need in the community surpass current service levels with respect to shelter from the cold.	
December 09, 2024	CR522/2024	C 162/2024	Infrastructure Services	That administration BE DIRECTED to allocate the profits from the red light camera program, as outlined in the report, that being 50% BE ALLOCATED to a newly created reserve, which will be utilized to support expenditures that are related to traffic and road safety improvements and the remaining 50% BE ALLOCATED to offset existing traffic planning safety related operating costs; and, That Council CONSIDER allocating a portion of the 50% reserve fund to the temporary traffic calming initiative and similar future programs and initiatives.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
December 09, 2024	CR529/2024	CM 12/2024	Economic Development	That the Sandwich South: Sustainable Neighbourhood Action Plan Summary Report (Appendix A) BE PROVIDED to the Environment and Climate Change Advisory Committee; and,	
December 09, 2024	CR529/2024	CM 12/2024	Economic Development	That Administration BE DIRECTED to report back to Council with an implementation plan that considers the action items and the variety of factors that can affect the timeline of the implementation; and,That administration BE DIRECTED to report back regarding the previous council direction related to the Net Zero Neighbourhood Policy regarding the Sandwich South lands as a component of the report on the implementation plan.	
January 13, 2025	CR7/2025	S 116/2024	Infrastructure Services	I. That the additional information memo of the Transportation Planning Coordinator dated January 10, 2025, entitled "Additional Information re: Report S 116/2024 - Response to CQ 7-2024 – Funding or Phase 1 Conversion Study" BE RECEIVED for information; and,	
				II. That administration BE DIRECTED to implement the Conversion Study funded from the Environmental Study Capital Project 7086010, and that the study include 11 streets including Lincoln and Gladstone in Ward 4 as opposed to the 9 indicated in Report S116/2024; and,	
				III. That administration BE DIRECTED to report back to Council with the findings of the initial Phase 1 analysis and seek approval to proceed, or not, with Phases 2 and 3 accordingly.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 13, 2025	CR23/2025	S 130/2024	Corporate Services	That Council DIRECT administration to review the updated Facility Accessibility Design Standards proposed by the WAAC Facility Accessibility Design Subcommittee and report back to Council for final approval.	
January 13, 2025	CR27/2025	C 143/2024	Health & Human Services	That the report of the Manager, Social Policy & Planning, dated November 15, 2024, entitled "Strategy to Promote Alternatives to Payday Loans - City Wide" BE RECEIVED for information, and, That administration BE DIRECTED to engage with community stakeholders to investigate the possibilities of a partnership for the communications and public outreach campaign that was discussed and agreed upon at the committee level and REPORT BACK to Council.	
January 13, 2025	CR30/2025	S 166/2024	Health & Human Services	That the report of the Social Housing Analyst, and the Coordinator, Housing Administration & Policy, dated November 18, 2024, entitled "Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide" BE RECEIVED; and, That administration BE DIRECTED to report back on opportunities for consolidation among social housing providers to realize efficiencies to better serve tenants.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 27, 2025	B4/2025		Chief Administrative Officer	That Administration BE DIRECTED to report back to Council with a comprehensive financing strategy, inclusive of opportunities and risks, prior to award of tender for the following major growth and development works:	
				- Lauzon Parkway/Cabana Rd. East (formerly CR42)	
				- Lauzon Parkway Extension to 401	
				- Airport Employment Lands Servicing	
				- Banwell/EC Row Interchange and Banwell Corridor Improvements	
				- East Riverside Planning District Improvements	
				- Forest Glade North Secondary Plan Servicing Requirements; and	
January 27, 2025	B12/2025		Infrastructure Services	That the report of the Commissioner of Infrastructure Services dated November 10, 2023, entitled "Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide" BE RECEIVED for information and discussion; and,	
				That administration BE REQUESTED to conduct a thorough review of the 2025/2026 projects to determine whether there may be an opportunity to adopt an expedited schedule, including working off hours and weekends, especially on the main thoroughfares.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 27, 2025	B17/2025		Corporate Services	That Council ENDORSE the Sandpoint Beach Master Plan as shown in Appendix A of this report; and further,	
				That the City Treasurer BE DIRECTED to consider funding for the Sandpoint Beach Master Plan as part of a future capital budget development process; and further,	
				That administration BE DIRECTED to implement the Sandpoint Beach Master Plan in three major phases: relocation, trees, and amenities; and further,	
				That administration BE DIRECTED to investigate grant, sponsorship, and partnership opportunities with alternative funding sources.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 10, 2025	CR53/2025		Infrastructure Services	That report "C 24/2025 – Strategies for Addressing Transportation and Transit Challenges in Twin Oaks Industrial Park ", BE RECEIVED for information; and, further,	
				That Administration BE DIRECTED to engage a transportation consultant at a cost of \$44,500 (excluding HST), funded from the Environmental Study Capital Project 7086010 to identify potential improvements (short-term and long-term) to enhance access to Twin Oaks and report back to Council with the findings of the same; and further,	
				That Transit Windsor BE APPROVED to implement a temporary route adjustment to the Lauzon 10 to provide transit service to the Twin Oaks area until Route 250 is implemented; and further,	
				That Administration BE DIRECTED to bring forward an analysis as to whether or not pedestrian infrastructure can be implemented in the industrial park; and,	
				That Administration BE DIRECTED to create an active transportation plan for access to the industrial park; and,	
				That Administration CONTINUE TO ENGAGE landowners in the industrial park around the opportunity to provide temporary access to either parking lots or private service roads that could accommodate public transit.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 10, 2025	CR78/2025		Corporate Services	That the report of the Executive Initiative Coordinator, Community Services dated January 23, 2025, entitled "RFP Update - Jackson Park Feasibility Study - Ward 3" BE DEFERRED to a future Council meeting to allow for the residents that are a part of the "save the bandshell" initiative an opportunity to consult with administration with regards to what is being recommended.	
February 24, 2025	CR86/2025		Chief Administrative Officer	That the correspondence from the Association of Municipalities of Ontario (AMO) regarding Policy Update—Action on Tariffs and trade dated February 11, 2025, BE RECEIVED; and, That Administration BE DIRECTED to report back on the impact that the potential implementation of bilateral tariffs between the United States and Canada may have, and to assess the risks along with any opportunities that exist within that context; and that the issue of inter-provincial tariffs BE RECEIVED as well.	
February 24, 2025	CR102/2025		Chief Administrative Officer	VII. That Administration BE DIRECTED to report back to Council on a framework, terms of reference, and costs associated with the creation of an audit Committee of Council, in consultation with appropriate stakeholders including the Auditor General.	

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.

BY-LAW NUMBER 64-2025

A BY-LAW TO AMEND DESIGNATION BY-LAW NUMBER 281-2003, BEING A BY-LAW TO DESIGNATE THE LANDS AND PREMISES SITUATE WITHIN THE CITY OF WINDSOR, KNOWN AS ROSELAND GOLF COURSE, 455 KENNEDY DRIVE WEST, TO BE OF ARCHITECTURAL AND/OR HISTORIC VALUE OR INTEREST UNDER THE PROVISIONS OF THE ONTARIO HERITAGE ACT, R.S.O. 1990, CHAPTER O.18, AS AMENDED

Passed the 14th day of April, 2025

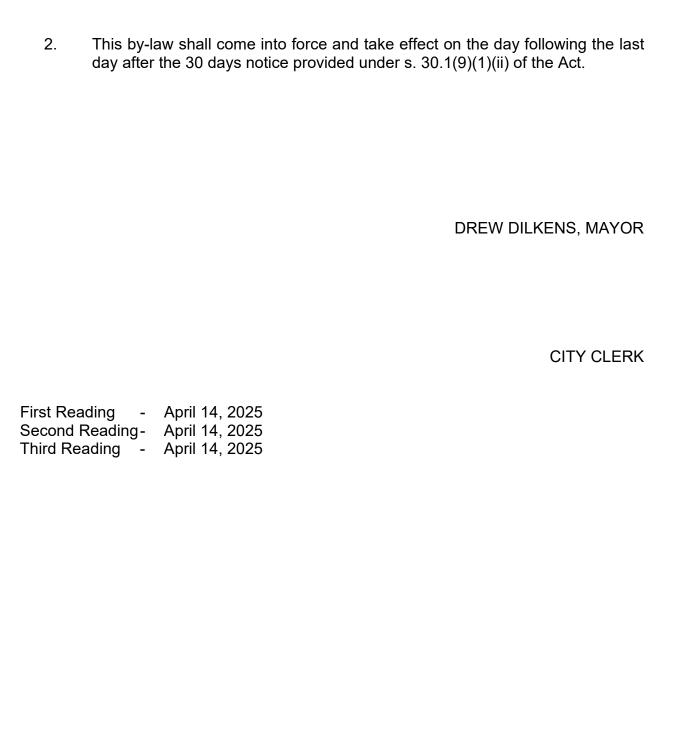
WHEREAS Designation By-law Number 281-2003, being a by-law to designate the lands and premises situate within the City of Windsor, known as Roseland Golf Course, 455 Kennedy Drive West, to be of architectural and/or historic value or interest under the provisions of the *Ontario Heritage Act*, R.S.O. 1990, Chapter O.18, as amended (the "Act"), was passed by the Council of The Corporation of the City of Windsor on August 25, 2003 and registered on title as Instrument Number CE27640 on August 28, 2003 (the "By-law").

AND WHEREAS City Council approved by Council Resolution CR67/2025 on February 10, 2025 an amendment to the By-law to: a) correct the legal description by deleting the lands which do not have cultural heritage value or interest as set out in the Act and *Ontario Regulation 9/06* under the Act; and b) update the reasons for designation to ensure that the By-law satisfies the requirements of the Act.

AND WHEREAS no Notice of Objection in accordance with section 30.1(6) of the Act has been served by the owner of the property on the Clerk of the Municipality within thirty (30) days after the date on which the owner(s) of the said subject lands received notice of the proposed amendment.

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

- 1. That the By-law be amended as follows:
 - a. by deleting Section 1 in its entirety and replacing it with the following:
 - 1. That the land described as Block "E" Registered Plan 1241; Part of Lot 140, Registered Plan 1748 as in R817290; save and except Part 2, Plan 12R25181; save and except Part 1, Plan 12R-30034; City of Windsor, being the Roseland Golf Course, be and the same is hereby designated to be of cultural heritage value or interest under the provisions of the *Ontario Heritage Act*, R.S.O. 1990, Chapter O.18, as amended.
 - b. by deleting Schedule "A" in its entirety and replacing it with the amended schedule attached hereto as Schedule "A".



SCHEDULE "A"

STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST Roseland Golf Course 455 Kennedy Drive West

Description of Historic Place:

The Roseland Golf Course is an 18-hole golf course located in the Roseland/ South Windsor neighbourhood. It is located at 455 Kennedy Drive West and is circled by Kennedy Drive West, Kennedy Drive East, Roseland Drive West, Roseland Drive South, and Roseland Drive East. Roseland Golf Course was designed in 1926 by Donald J. Ross and constructed in 1927. It features 18 holes and greens that predominately slope from back-to-front, with multiple tiers, diagonal swales, and centre ridges.

Design/Physical Value:

The Roseland Golf Course is an 18-hole golf course that was designed by Donald J. Ross in 1926. The greens predominately slope from back-to-front as is representative of Ross' golf course designs. The golf course features multiple tiers, diagonal swales, and centre ridges. The property contains numerous large mature shade trees and has remained a golf course since its opening. There are limited hardscape features on the property. The main entrance to the Roseland Golf Course is at the intersection of McGregor Boulevard and Kennedy Drive West/East.

The basic Ross design remains at Roseland and is exceptionally well-preserved. All 18 holes are in the same spot, starting and finishing in the same place as originally designed, with greens in their original position. The Roseland Golf Course is a rare example of a Donald J. Ross' designed golf course in Canada. Of the legacy of approximately 413 golf courses that he designed and/or remodelled, only about 15 are located in Canada with two being located in Essex County: Roseland (built in 1927) and Essex Golf and Country Club (built in 1929).

Historical/Associative Value:

The subject property is directly associated with Henry James "Harry" Neal (1883-1961), who developed the golf course. Harry Neal was a locally significant entrepreneur, businessman, and avid sportsman. An accountant by training, Harry Neal headed his family's Neal Baking Company Limited as President from 1915. He expanded the company's operations across Southwestern Ontario before selling the business to a national conglomerate in 1925. With his financial security and business experience, he became a prominent and influential member of society. Harry Neal was instrumental in establishing, and was the first President of, the Windsor Rotary Club. He served for many years on the Windsor Board of Education, as both member and president.

In the late 1920s, Harry Neal embarked on the development of the Roseland Park subdivision in the south end of Windsor. He had planned for the stately residential neighbourhood to be centred on an 18-hole championship golf course. Harry Neal brought Donald J. Ross to Windsor to lay out the Roseland Park golf course in 1926.

The design of the Roseland Golf Course is attributed to the internationally recognized golf architect Donald J. Ross. There exists original Ross sketches of all 18 greens along with a written course description and an overhead rendering of Ross' plan for Roseland prepared in 1926 by W. Irving Johnson, chief draftsman of Donald J. Ross Associates. At the time, Donald J. Ross was the most widely sought-after golf architect in the world, and well renown and respected for his golf course designs. He formed Donald J. Ross Associates in 1916, and by the 1920s he had gained nation-wide recognition for his designs. Donald J. Ross golf courses were uniformly recognized for their outstanding strategic merits, distinctive creativity, and natural beauty. They remained interesting, challenging, and enjoyable for players of all levels. Throughout his career, Ross was credited with the design of over 400 golf courses including the highly-ranked Seminole Golf Club (Juno Beach, FL) and world-celebrated Pinehurst No. 2 (Pinehurst, NC). Ross helped to find the American Society of Golf Course Architects in 1946 and served as its first President before his passing in 1948.

The Roseland Golf Course was first known as the Roseland Park Country Club, and it is directly associated with golf tournament events. In 1928, Harry Neal helped establish the Essex-Kent Boys Golf Tournament at Roseland Park Country Club. The tournament, which has now been renamed to the Essex-Kent Junior Golf Tournament, is an annual event that has been continuously held at the Roseland Golf Course since its creation. The Essex-Kent Junior Golf Tournament event is widely considered to be Canada's longest continually running junior golf tournament.

The course was purchased by the City of Windsor in 1973 and is currently run by an appointed board of directors.

Contextual Value:

The Roseland Golf Course is a designed cultural heritage landscape that is well-recognized in the local community as a longstanding recreational gathering space and the site of notable events and tournaments. The Roseland Golf Course has landmark status as the centrepiece of the Roseland Park residential subdivision developed by Harry Neal in the late 1920s. In its large landscaped public open space setting, it reflects the prestige of Harry Neal's planned stately neighbourhood. The main entrance to the golf course is strategically located at the terminus of McGregor Boulevard, visible from the major intersection of Cabana Road and Dougall Avenue. The design of the golf course and its unique organic parcel shape influenced the curvilinear design of the surrounding residential streets, namely Kennedy Drive West, Kennedy Drive East, Roseland Drive West, Roseland Drive South, and Roseland Drive East.

Heritage Attributes:

Attributes that contribute to the design/physical value of Roseland Golf Course:

- Designed in 1926 by Donald J. Ross and built in 1927, featuring:
 - o 18-hole course in their original positions as designed in 1926.
 - Greens predominately slope from back-to-front representatively in Donald J. Ross style, and feature multiple tiers, diagonal swales, and centre ridges.
 - Large mature shade trees and limited hardscape features.
- Rare example of a Donald J. Ross-designed golf course, being one of only approximately 15 courses that he designed and/or remodeled in Canada.
- Exceptionally well-preserved Donald J. Ross design, with all 18 holes located in the same spot, starting and finishing in the same place as originally designed, with greens in their original positions.

Attributes that contribute to the historical/associative value of Roseland Golf Course:

- Association with locally significant entrepreneur, businessman, and avid sportsman Henry James "Harry" Neal (1883-1961), who developed the golf course. Harry Neal brought Donald Ross to Windsor to lay out the Roseland Park golf course in 1926.
- Harry Neal was a notable member of the local community. He was instrumental in establishing, and was the first President of, the Windsor Rotary Club. He served for many years on the Windsor Board of Education, as both member and president. Harry Neal helped establish the Essex-Kent Boys Golf Tournament at Roseland Park Country Club in 1928.
- Association with the annual Essex-Kent Junior Golf Tournament event, widely considered to be Canada's longest continually running junior golf tournament, which has been continuously held at the Roseland Golf Course.
- Association with Donald J. Ross, golf's most renowned and respected architect.
 He formed Donald J. Ross Associates in 1916, and by the 1920s he had gained
 nation-wide recognition for his designs.

Attributes that contribute to the contextual value of Roseland Golf Course:

- Cultural heritage landscape that functions as a community recreational gathering space and the site of notable events and tournaments.
- Situated as the centrepiece of the Roseland Park subdivision, the stately residential neighbourhood developed by Harry Neal.
- Organic parcel shape influenced the layout and design of the surrounding residential streets and wide residential lots.
- Longstanding landmark in the Roseland-South Windsor neighbourhood, with direct views down McGregor Boulevard from the intersection of Cabana Road and Dougall Avenue.