

City Council Meeting Agenda

Date: Monday, June 9, 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

Item #	Item Description
1.	ORDER OF BUSINESS

2.	CALL TO ORDER - Playing of the National Anthem
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READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the 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
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4.	ADOPTION OF THE MINUTES
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5.	NOTICE OF PROCLAMATIONS
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6.	COMMITTEE OF THE WHOLE
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7.	COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)
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7.1.	Correspondence 7.1.1 (CMC 9/2025)
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8.	CONSENT AGENDA
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8.1.	Agreement for Traffic Sign Installation within the E.C. ROW Expressway Right of Way – Ministry of Transportation – Ward 10 (C 84/2025)
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Author: Ian Day, Senior Manager Transportation

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

10. PRESENTATIONS AND DELEGATIONS

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

- 11.1. Pass By-Law for Repair and Improvement of the Gouin Drain - Ward 9 (**C 80/2025**)
Author: Tom Graziano, Engineer III / Drainage Superintendent

- 11.2. Pass By-Law for Repair and Improvement to the Lachance Drain - Ward 9 (**C 81/2025**)
Author: Tom Graziano, Engineer III / Drainage Superintendent

- 11.3. CQ 13-2023 - Front Yard Parking Best Practice 2.2.2 (**SCM 296/2024, SCM 327/2023, S 150/2023, AI 15/2024, AI 20/2024**)

Clerk's Note: Administration is providing the **attached** additional information memo (**AI 14/2025**)

Author: Amy Olsen, Supervisor - Right-of-Way

- 11.4. 2025 Corporate Asset Management Plan (**C 76/2025**)
Author: Natasha Gabbana, Senior Manager - Asset Planning

Clerk's Note: Appendix A available at www.citywindsor.ca due to size.

- 11.5. Health and Safety Water Stream (HSWS) Fund Application – Ward 6, 7 (**C 77/2025**)
Author: John Aquino, Asset Coordinator

- 11.6. Banwell Road Project, Financing Strategy - Ward 7 (**C 79/2025**)
Author: Lorie Gregg, Deputy Treasurer Taxation, Treasury & Financial Projects

- 11.7. Conversion of Capri Pizzeria Recreation Complex Curling Rink to Accommodate Minor Ice User Groups Displaced by WFCU Centre Fire - City Wide (**C 86/2025**)
Author: Cory Elliott, Manager - Arenas and Recreation Facilities

- 11.8. Tariff Impact and Procurement Strategy - City Wide (**C 83/2025**)
Author: Matthew Johnson, Executive Director of Economic Development

Clerk's Note: Administration is providing the **attached** additional information memo (**AI15/2025**)

Author: Wira Vendrasco, City Solicitor

12. CONSIDERATION OF COMMITTEE REPORTS

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

13. BY-LAWS (First and Second Reading)

- 13.1 **By-law 104-2025** – A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN IMPROVEMENT AREAS FOR THE YEAR 2025, authorized by CR199/2025, dated May 12, 2025.
- 13.2 **By-law 105-2025** - A BY-LAW TO FIX THE TAX RATES AND TO PROVIDE FOR THE LEVY AND COLLECTION OF PROPERTY TAXES FOR THIS YEAR, authorized by CR201/2025, dated May 12, 2025
- 13.3 **By-law 106-2025** - A BY-LAW TO AMEND BY-LAW 95-2023, BEING A BYLAW TO CLOSE, STOP UP AND CONVEY THE 4.30 METRE EAST/WEST PORTION OF NORTH TERMINAL STREET, EAST OF CHARL AVENUE, CITY OF WINDSOR, authorized by CAO 53/2025, dated May 16, 2025.
- 13.4 **By-law 107-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by by-law 52-2023, dated May 29, 2023, and by-law 133-2023, dated October 16, 2023.
- 13.5 **By-law 108-2025** – A BY-LAW TO ADOPT AMENDMENT NO. 195 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR, authorized by CR187/2025, dated May 12, 2025.
- 13.6 **By-law 109-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR187/2025, dated May 12, 2025
- 13.7 **By-law 110-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by by-law 52-2024, dated April 22, 2024, Section 95.
- 13.8 **By-law 111-2025** - A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE HOUSING-ENABLING CORE SERVICING (HECS) FUNDING BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTRY OF INFRASTRUCTURE, see Item 11.6.
- 13.9 **By-law 112-2025** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 9TH DAY OF JUNE, 2025.

14. MOVE BACK INTO FORMAL SESSION

15. NOTICES OF MOTION

16. THIRD AND FINAL READING OF THE BY-LAWS

By-law 73-2025, 74-2025, and 104-2025 through 112-2025 inclusive

16.1 **By-law 73-2025** - A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE GOVIN DRAIN, see Item 11.1. *(attached)*

16.2 **By-law 74-2025** - A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE LACHANCE DRAIN, see Item 11.2. *(attached)*

17. PETITIONS

18. QUESTION PERIOD

18.1 Outstanding Council Directives as of May 12, 2025 **(SCM 175/2025)**

18.2 Summary of Outstanding Council Questions as of May 30, 2025 **(SCM 176/2025)**

19. STATEMENTS BY MEMBERS

20. UPCOMING MEETINGS

Development & Heritage Standing Committee
Monday, June 2, 2025
4:30 p.m., Council Chambers

Windsor Accessibility Advisory Committee
Tuesday, June 24, 2025
10:00 a.m., via Zoom video conference

Environment, Transportation, and Public Safety Standing Committee
Wednesday, June 25, 2025
4:30 p.m., Council Chambers

Environment, Transportation, and Public Safety Standing Committee
Sitting as the Transit Windsor Board of Directors
Wednesday, June 25, 2025
Immediately following the Environment, Transportation & Public Safety Standing
Committee meeting, Room 139, 350 City Hall Square West

Community Services Standing Committee
Wednesday, July 2, 2025.
9:00 a.m., Council Chambers

Development & Heritage Standing Committee
Monday, July 7, 2025
4:30 p.m., Council Chambers

City Council Meeting
Monday, July 14, 2025
10:00 a.m., Council Chambers

21. ADJOURNMENT



Correspondence Report: CMC 9/2025

ATTACHMENTS

Subject: Correspondence Report for Monday, June 9, 2025 City Council Meeting

No.	Sender	Subject
7.1.1	Committee of Adjustment	Applications to be heard by the Committee of Adjustment / Consent Authority, Thursday, June 12, 2025. Administrative Lead: City Planner Z2025 Note & File

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, June 12, 2025 in the order stated below.

LOCATION: Via Electronic Participation

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	3739010050118000000	A-046/25	KENNETH HART	820 ROSSINI BLVD	RELIEF: The increased maximum residential front and side yard fence height (Fence By-law)	
2	3:30 PM	3739060310033000000	A-047/25	AVERIE HUTNIK, TOBY KARCHUK	866 FRANK AVE	RELIEF: ADU with increased maximum lot coverage for all accessory buildings.	
3	3:30 PM	3739070550096000000	B-037/25	ZELJKO RELJIC	2079 BALFOUR BLVD	CONSENT: Validation of Title	
4	3:30 PM	3739070460020000000	A-050/25	RAFIC RIZK, ILHAM RIZK	0 & 2439 NORMAN RD	RELIEF: Create a new lot with reduced minimum lot area for both lots.	
5	3:30 PM	3739070460020000000	B-038/25	RAFIC RIZK, ILHAM RIZK	0 & 2439 NORMAN RD	CONSENT: Create a new lot and lot addition	
6	3:30 PM	3739040130048000000	A-048/25	NEDILJKA ANTUNOVIC	343 CARON AVE	RELIEF: The accommodation of a multiple dwelling unit with proposed attached garage addition resulting in reduced minimum lot width and increased maximum lot coverage.	
7	3:30 PM	3739070020159000000	A-049/25	LEKA DEMIRAJ, LUCAS GAMBLE	2633 PARENT AVE	RELIEF: Maximum lot coverage and minimum separation from the side lot line for an accessory building with an ADU.	

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 \(citywindsor.ca\)](http://Committee of Adjustment Meeting Agenda (citywindsor.ca))

Subject: Agreement for Traffic Sign Installation within the E.C. ROW Expressway Right of Way – Ministry of Transportation – Ward 10

Reference:

Date to Council: June 9, 2025
Author: Ian Day Senior Manager Transportation
519-255-6247 x 6053
iday@citywindsor.ca
Public Works - Operations
Report Date: 5/23/2025
Clerk's File #: GP/14971

To: Mayor and Members of City Council

Recommendation:

- I. That Council **APPROVE** entering into the E.C. ROW Expressway Overhead Sign Agreement (the "Agreement") with His Majesty the King in right of the Province of Ontario, represented by the Minister of Transportation of Ontario (the "MTO"), which authorizes the MTO to undertake the construction of one (1) new overhead sign structure and the replacement of (1) overhead sign structure along E.C. Row Expressway in the City of Windsor as shown in the concept drawing attached in Appendix A and B; and,
- II. That Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute the Agreement with MTO, as well as any subsequent amending agreements, to be satisfactory in form to the City Solicitor, financial content to the City Treasurer and in technical content to the City Engineer.

Executive Summary:

N/A

Background:

The City of Windsor was initially contacted by the MTO in October of 2024 to negotiate an agreement to allow for the replacement of the existing cantilever sign at E.C. ROW and Partington Avenue and the construction of a new tri-cord sign over the west bound lanes at approximately California Avenue (Appendix A). Both signs will provide direction to westbound traffic to Huron Church Road and the Gordie Howe International Bridge (the "MTO Project").

Discussion:

The E.C. ROW Expressway is under the jurisdiction and control of the City of Windsor and the MTO is seeking an agreement to allow for the rehabilitation of one sign and construction of a new advance warning sign both within the boundaries of the City. In order to proceed the MTO will need to obtain a permit and sign an agreement with the City.

City Covenants

1. The City shall agree to the completion of the MTO Project as described in the Agreement and as shown the conceptual drawings attached as Schedule "A".
2. The City shall agree that the Ministry may retain a consulting engineering firm for the actual or day-to-day construction administration of the MTO Project.
3. The City shall allow the Ministry, including its servants, agents, employees, assigns and contractors (the "Ministry Parties"), to enter upon the City's lands and right-of-way, as may be necessary to construct the MTO Project and until the completion of the MTO Project, including any warranty and maintenance periods that may be required and set out in the construction contract for the MTO Project and as may be necessary for the purpose of future repair and maintenance of the project.
4. The City shall also allow the Ministry Parties to enter upon the City's lands and right-of-way, as may be necessary, following completion of the MTO Project, for the purposes of repair and maintenance of the MTO Project.

MTO Covenants

1. The MTO, at its own cost, will undertake the design of the project, in consultation with the City in accordance with City design standards.
2. The MTO will be responsible for obtaining any and all *Environmental Assessment Act* approval for the project, if applicable.
3. The MTO will apply for and obtain any additional approvals and permits required by the City prior to commencing construction of the MTO Project at the MTO's entire cost. Traffic control plans for any work shall be submitted to and approved by the City prior to the work occurring.
4. The MTO will construct the MTO Project at no cost to the City.
5. Upon completion of the MTO Project, any disturbance to the City's lands and right-of-way resulting from the MTO's occupation, will be restored by the MTO at its own cost to the satisfaction of the City Engineer.

6. The MTO shall assume full responsibility and liability for all future maintenance and repairs including any permits and approvals necessary to complete said maintenance and repairs.

7. The MTO will at all times defend, indemnify and save harmless the City, its councillors, officers, servants, and agents, from and against all actions, proceedings, claims, demands, losses, costs, damages and expenses of whatever nature which may be brought against or suffered by the City, or which the City may incur, sustain or properly pay as a result either directly or indirectly of the carrying out of the MTO project by the Ministry, or the Ministry's occupation of the City's lands and rights-of-way in accordance with the terms herein.

8. The MTO will provide and maintain comprehensive general liability insurance in the City's standard form, containing endorsements naming the City as an additional insured and including a cross-liability/separation of insureds clause, with a 30-day notice of cancellation provision, and in the amount of at least five million dollars (\$5,000,000.00) per occurrence, to be primary and non-contributing, and satisfactory in form and content, to the City.

The covenants above are included in the current draft agreement that is under review by the MTO. The signing of the agreement will be conditional upon agreement and approval of the terms by both parties

Risk Analysis:

There are no risks associated with this agreement. There will be sufficient insurances in place to cover the Corporation for potential claims that may arise as a result of the MTO Project during or after construction.

Climate Change Risks:

Climate Change Mitigation

Efficient traffic planning helps reduce vehicle idling and greenhouse gas emissions.

Climate Change Adaptation

N/A

Financial Matters:

All costs associated with the supply, installation, and maintenance of the traffic advisory signs shall be borne by the MTO. There is no financial impact to the City.

Consultations:

Kate Tracey, Senior Legal Counsel
Michelle Moxleypeltier, CEP Project Administrator
Cindy Becker, Financial Planning Administrator – Public Works
Stacey McGuire, Executive Director Engineering, Deputy City Engineer
Adam Pillon, Manager of Right-of-Way

Conclusion:

Administration recommends that the City be authorized to enter into the Agreement with the MTO for the construction of a new overhead sign structure and the replacement of an overhead sign structure along E.C. Row Expressway.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Measurement & Business Case Development
Brian Lima	Executive Director Operations/Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Andrew Daher	Commissioner of Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

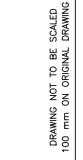
Name	Address	Email

Appendices:

Appendix A – Border Traffic Sign Location
Appendix B – Conceptual Engineered Drawings
Appendix C – Conceptual Sign Design

Appendix A Border Traffic Sign Locations





Appendix C Conceptual Sign Design

California Avenue Location



Partington Avenue Location



Fwy-Advance-No Forced Exit-With Destination-1 Lane Exit

GM
OH X

G105(B)

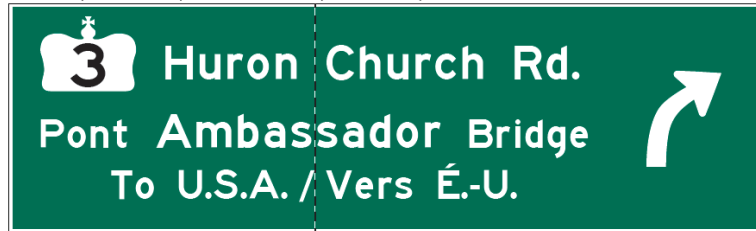
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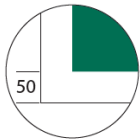
G105(B) (2745 x 9150) 2 pcs.
(2745 x 3660)

(2745 x 5490)

155
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801
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Region to review & confirm sign message, and sign support

PRINTED PAGE DRAWING @ 18% OF 1:10 DRAWING

Council Report: C 80/2025

Subject: Pass By-Law for Repair and Improvement of the Gouin Drain - Ward 9**Reference:**

Date to Council: June 9, 2025
Author: Tom Graziano
Engineer III / Drainage Superintendent
(519) 255-6257 Ext. 6490
tgraziano@citywindsor.ca
Development – Engineering
Report Date: 5/20/2025
Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

- I. That Council **GIVE 3rd READING** to Provisional By-law 73-2025 which adopted the Engineer's Drainage Report completed by Dillon Consulting Ltd. dated March 7, 2025 (attached), for the Road Bridge Replacement over the Gouin Drain (Banwell Road Culvert) in accordance with Section 58 of the Drainage Act, R.S.O 1990, by **PASSING** By-law ____-2025.

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.

At the City Council Meeting of April 14, 2025, Council considered the Drainage Report for the Repair and Improvement to the drain. Council Resolution CR135/2025 approved the first and second readings of Provisional By-law 73-2025, and the Drainage Report was adopted in accordance with Section 45 of the Drainage Act.

Discussion:

In accordance with Section 46 of the Drainage Act, copies of the Provisional By-law and Notice of the Court of Revision meeting scheduled for May 15, 2025, were sent to all affected property owners listed in the Schedule of Assessment. The notice informed each property owner of their right to appeal their assessment and/or allowances to a Court of Revision, by filing notice with the City Clerk no later than 10 days prior to the first sitting of the Court of Revision. Notices of appeal or objection were not filed with the City Clerk within the prescribed time and the schedule of assessment was confirmed at the Court of Revision.

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 are estimated to cost \$1,202,800.00 (including non-recoverable HST). 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

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 give third and final reading to pass the 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, authorizing the construction of the drainage works in accordance with Section 58 of the *Drainage Act*.

Planning Act Matters:

N/A

Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Patrick Winters	Manager of Development
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner, Infrastructure and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	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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Canada
N7M 4V4
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519.354.7802
Fax
519.354.2050

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. Settingington, 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) <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.	\$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) <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.	\$5,000.00
	d) <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.	\$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 m ³). 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 m ³), fine graded & seeded (bonded fibre matrix) (approximately 3,740 m ²)	\$34,800.00
	e) Placement of topsoil over working corridor (minimum 100 mm thickness) (approximately 720 m ³), fine graded & seeded (approximately 3,740 m ²)	\$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 m ²)	\$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.	<u>Bridge No. 13</u> – 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 m ²).	\$3,300.00
	e) Backfilling of drain with native material and restoration of area within NextStar lands affected by works (approximately 500 m ²), including topsoil, fine-grading, 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.	<u>\$4,500.00</u>
	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.	<u>\$800.00</u>
	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 m ²).	\$6,300.00
	c) Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m ²).	\$2,700.00
	d) Restoration of north drain bank with stone erosion protection (min. 300 thickness) (approximately 30 m ²).	<u>\$2,700.00</u>

Item	Description	Amount
	SUB-TOTAL – SECTION 26 NON-PRORATABLE COSTS	\$38,000.00
12.	Engineering fee (cost portion)	<u>\$1,600.00</u>
	TOTAL – SECTION 26 NON-PRORATABLE COSTS	\$39,600.00
	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

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: <ul style="list-style-type: none"> Dillon introduced the staff from Dillon, City of Windsor & Town of Tecumseh. 	INFO.
2.	Project Overview: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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
	<p>SciImprovement will include large culverts crossing Banwell Road including upgrade of existing outlet west of Banwell Road.</p> <ul style="list-style-type: none"> • 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.	<p>Next Step:</p> <ul style="list-style-type: none"> • 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. 	INFO.
5.	<p>Questions:</p> <ul style="list-style-type: none"> • Julie Lachance: Is there government grant for the proposed work? <ul style="list-style-type: none"> ○ 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? <ul style="list-style-type: none"> ○ 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? <ul style="list-style-type: none"> ○ 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. <ul style="list-style-type: none"> ○ Dillon & City: A report will be provided once completed. 	INFO.

Item	Discussion	Action by
6.	<p>Subsequent Meeting (Gouin Drain Only):</p> <ul style="list-style-type: none"> 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. 	INFO.

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:

Description	Area Affected (Acres) (Ha.)		Owner	Special Benefit	Benefit	Outlet	Total 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 Lands.....				\$1,179,000.00	\$0.00	\$0.00	\$1,179,000.00

SECTION 26 (NON PRO-RATABLE)

Roll No.	Con.	Description	Owner	Special Benefit	Benefit	Outlet	Total 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 Increased 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)
CITY OF WINDSOR

SPECIAL BENEFIT ASSESSMENT
(MUNICIPAL LANDS)

Roll No.	Owner	Item Description	Estimated Cost	Cost of Report	Special 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 Benefit Assessment (Municipal Lands).....			\$1,132,500.00	\$46,500.00	\$1,179,000.00

(SECTION 26 NON PRO-RATABLE)

Roll No.	Owner	Item Description	Estimated Cost	Cost of Report	Special 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 Benefit Assessment (Section 26 Non Pro-Ratable).....			\$38,000.00	\$1,600.00	\$39,600.00
OVERALL TOTAL SPECIAL BENEFIT ASSESSMENT					\$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:
 - 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.
 - Station 1+928 - Remove and dispose of NextStar temporary Bridge No. T2, 1800 mm x 900 mm concrete box, 17.1 m long.
 - 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.
 - 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.
- 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)
- Bridge No. 13 – 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 pre-existing 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 m². 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:

<i>Creeping Red Fescue</i>	20%
<i>Meadow Fescue</i>	30%
<i>Tall Fescue</i>	30%
<i>Timothy</i>	10%
<i>White Clover</i>	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 (Panicum 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 Cernua) | 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 (Vernonia 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:

<i>Culvert Pipe</i>	<u>Bridge No. 13:</u> <i>New 90.28 metres long, 3000 mm span x 1800 mm rise quality precast concrete box culvert as per OPSS 1821 (37 unit lengths)</i>
<i>Pipe Bedding Below Pipe</i>	<i>Granular 'A' conforming to OPSS Division 10.</i>
<i>Beneath Road Surface and Shoulders, Backfill to Bottom of Granular 'A' Road Subgrade materials</i>	<i>Granular 'A' conforming to OPSS Division 10.</i>
<i>Beyond Road Surface and Shoulders, Backfill 300 mm Above Pipe to Finished Topsoil Layer</i>	<i>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.</i>
<i>Concrete Blocks</i>	<i>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%.</i>
<i>Filter Fabric</i>	<i>"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.</i>

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 protection 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 except 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 except 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:

- Concrete curing shall be completed according to the Contract Documents.
- Concrete cured using burlap and water or moisture vapour barrier shall be air cured for at least 72 hours.
- Any voids or spalls in the concrete shall be repaired as specified in the Contract Documents
- The concrete surface shall be clean and smooth with any sharp projections or fins removed.
- The surface of the concrete shall be abrasive blast cleaned according to OPSS 929 to expose sound, laitance-free concrete.

Self-Adhering Waterproofing Membrane:

- 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 or deficiencies affecting the performance of the self-adhering waterproofing membrane including but not limited to tears in the membrane or 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 then 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 re-surveying, 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.

LEGEND

- MUNICIPAL BOUNDARY
- GOUIN DRAIN DRAINAGE AREA BOUNDARY
- GOUIN DRAIN
- OTHER DRAINS
- PROPOSED BRIDGE
- EXISTING BRIDGE
- BRIDGE REMOVAL
- LOCAL BENCHMARK
- WOODLOT
- ROAD IMPROVEMENT PROJECT AREA

SITE BENCHMARK BM

BM1 – PK NAIL IN TOP OF CONCRETE MANHOLE ON WEST SIDE OF BANWELL ROAD AT INTERSECTION ROAD, ALONG THE PROJECTION OF INTERSECTION ROAD. PK NAIL IS 0.4m WEST OF THE EDGE AND 0.7m SOUTH OF NORTH EDGE.
ELEVATION=182.775m

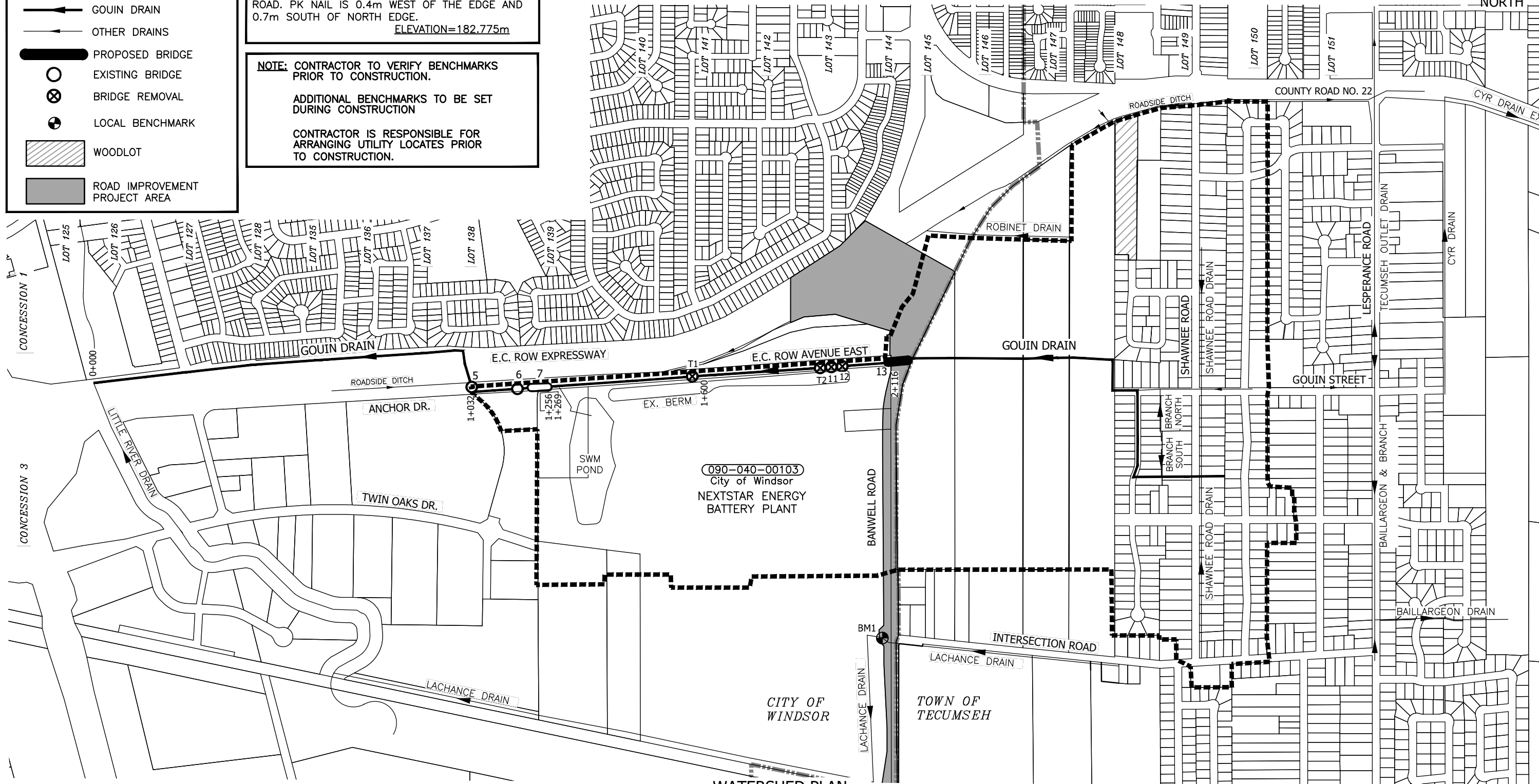
NOTE: CONTRACTOR TO VERIFY BENCHMARKS PRIOR TO CONSTRUCTION.

ADDITIONAL BENCHMARKS TO BE SET DURING CONSTRUCTION

CONTRACTOR IS RESPONSIBLE FOR ARRANGING UTILITY LOCATES PRIOR TO CONSTRUCTION.



PLAN NORTH



WATERSHED PLAN
SCALE 22X34=1:5,000
SCALE 11X17=1:10,000

'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 drawing.

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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



City Council Meeting on Construction, June 9, 2025
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6	FINAL REPORT SUBMISSION	MAR. 7/25	OEM
5	ISSUED FOR TENDER	FEB. 14/25	OEM
4	100% CLIENT REVIEW	JAN. 30/25	OEM
3	90% CLIENT REVIEW	DEC. 5/24	OEM
2	90% CLIENT REVIEW	AUG. 29/24	OEM
1	90% CLIENT REVIEW	APR. 22/24	OEM

DESIGN	OEM	REVIEWED BY	CDP
DRAWN	WLB	CHECKED BY	TRO
DATE	March 7, 2025		
SCALE	AS SHOWN		

BANWELL ROAD / E.C. ROW INTERCHANGE
AND CORRIDOR IMPROVEMENTS

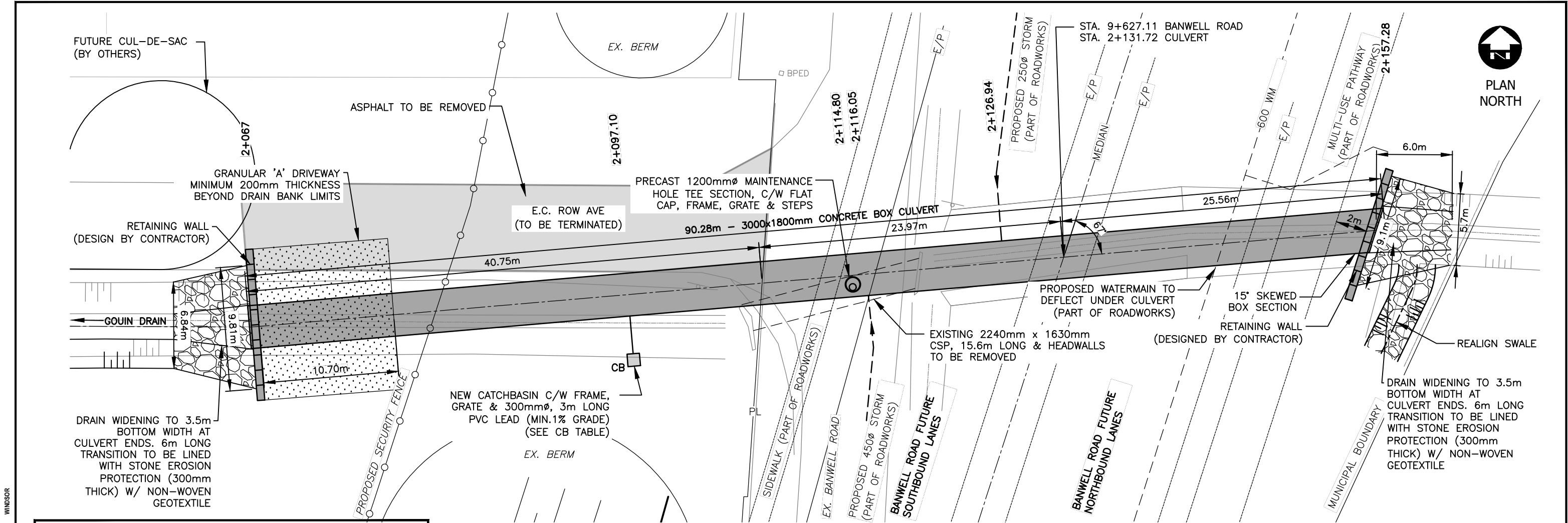
GOUIN DRAIN
WATERSHED PLAN

PROJECT NO.
23-6875

SHEET NO.

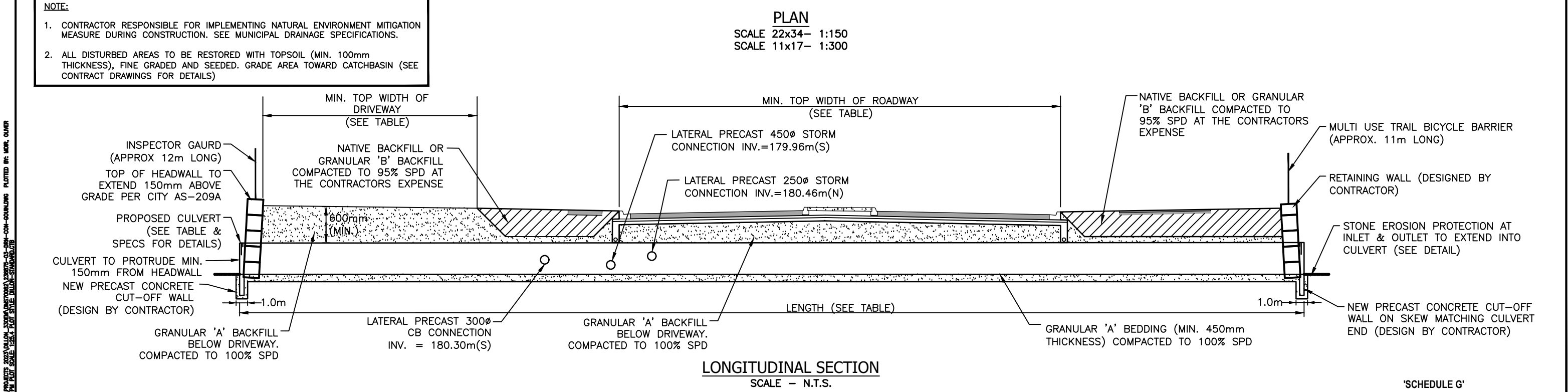
MD-1





PLAN
SCALE 22x34- 1:150
SCALE 11x17- 1:300

- NOTE:
- 1. CONTRACTOR RESPONSIBLE FOR IMPLEMENTING NATURAL ENVIRONMENT MITIGATION MEASURE DURING CONSTRUCTION. SEE MUNICIPAL DRAINAGE SPECIFICATIONS.
 - 2. ALL DISTURBED AREAS TO BE RESTORED WITH TOPSOIL (MIN. 100mm THICKNESS), FINE GRADED AND SEEDED. GRADE AREA TOWARD CATCHBASIN (SEE CONTRACT DRAWINGS FOR DETAILS)



LONGITUDINAL SECTION
SCALE - N.T.S.

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DAVID SIMPSON, P.ENG.
COMMISSIONER OF INFRASTRUCTURE SERVICES
THE CORPORATION OF THE CITY OF WINDSOR

LICENSED PROFESSIONAL ENGINEER
O.E.T. MOIR
100505831
2025/03/07
PROVINCE OF ONTARIO

THE CITY OF WINDSOR
ONTARIO, CANADA

DILLON CONSULTING
City Council Meeting Construction Committee, June 9, 2025
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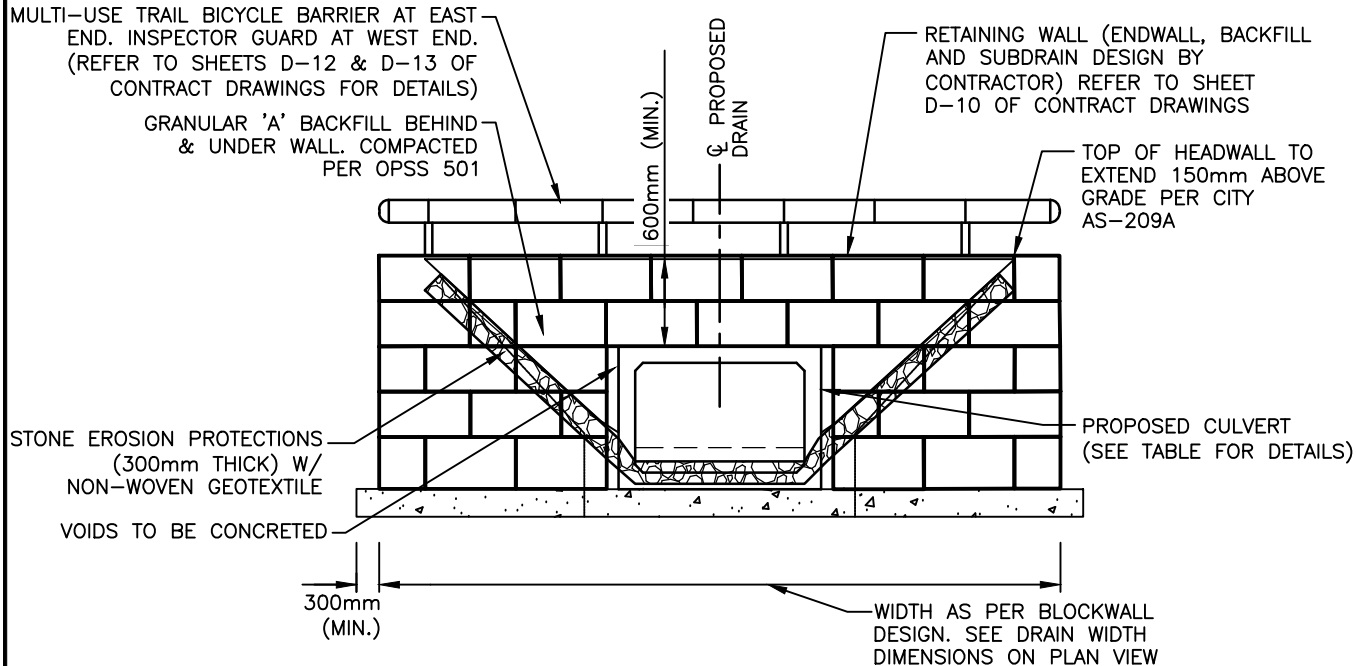
			DESIGN	REVIEWED BY	BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS		PROJECT NO.
			OEM	CDP			23-6875
6	FINAL REPORT SUBMISSION	MAR. 7/25	OEM				
5	ISSUED FOR TENDER	FEB. 14/25	OEM				
4	100% CLIENT REVIEW	JAN. 30/25	OEM				
3	90% CLIENT REVIEW	DEC. 5/24	OEM				
2	90% CLIENT REVIEW	AUG. 29/24	OEM				
1	90% CLIENT REVIEW	APR. 22/24	OEM				
			DATE	BY			
			AS SHOWN				

'SCHEDULE G'

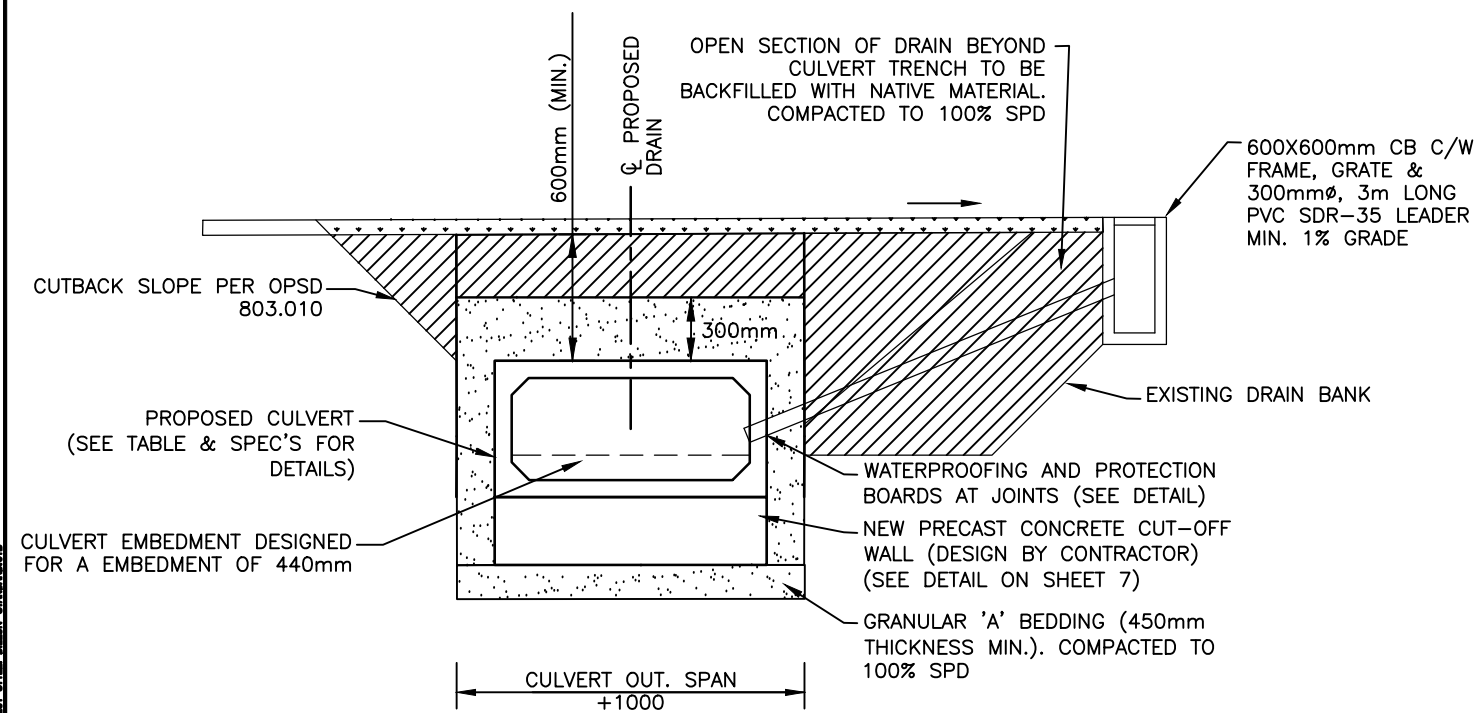
**GOUIN DRAIN
PLAN & SECTION DETAILS**

PROJECT NO.
23-6875

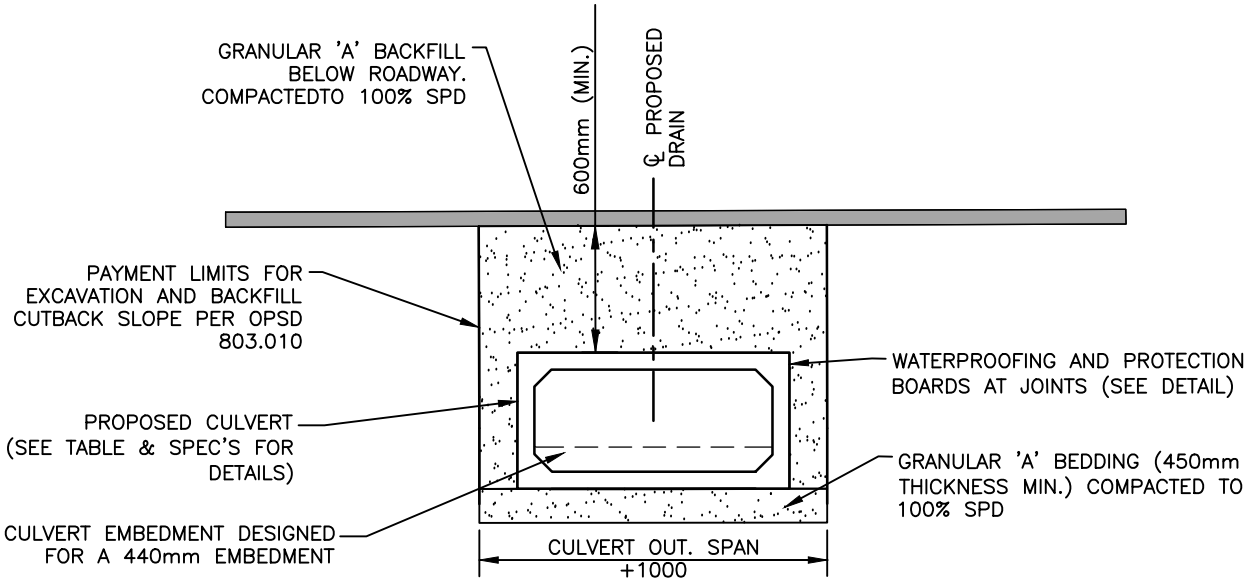
SHEET NO.
MD-4



BRIDGE ENDWALL DETAIL
NOT TO SCALE



BRIDGE CROSS SECTION (OUTSIDE DRIVEABLE SURFACE)
NOT TO SCALE



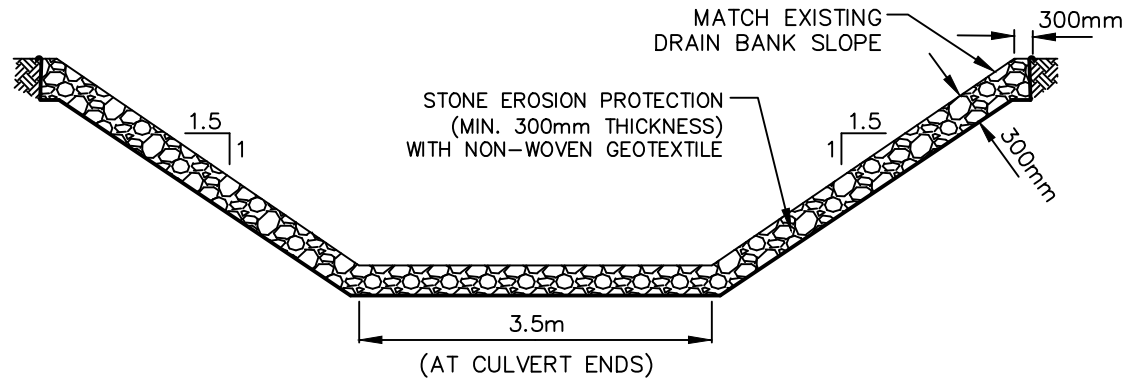
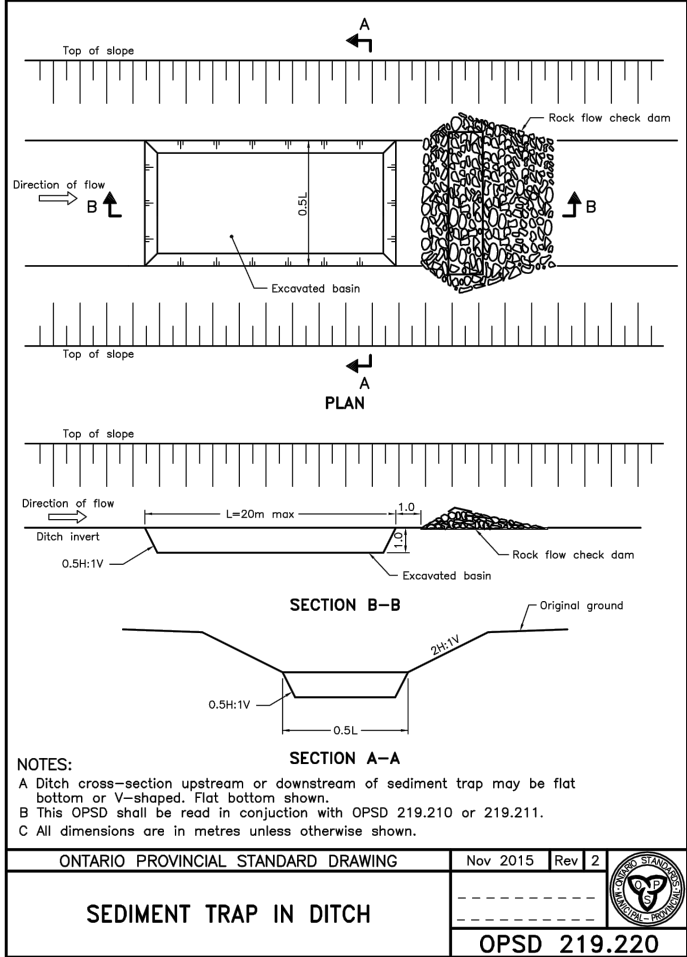
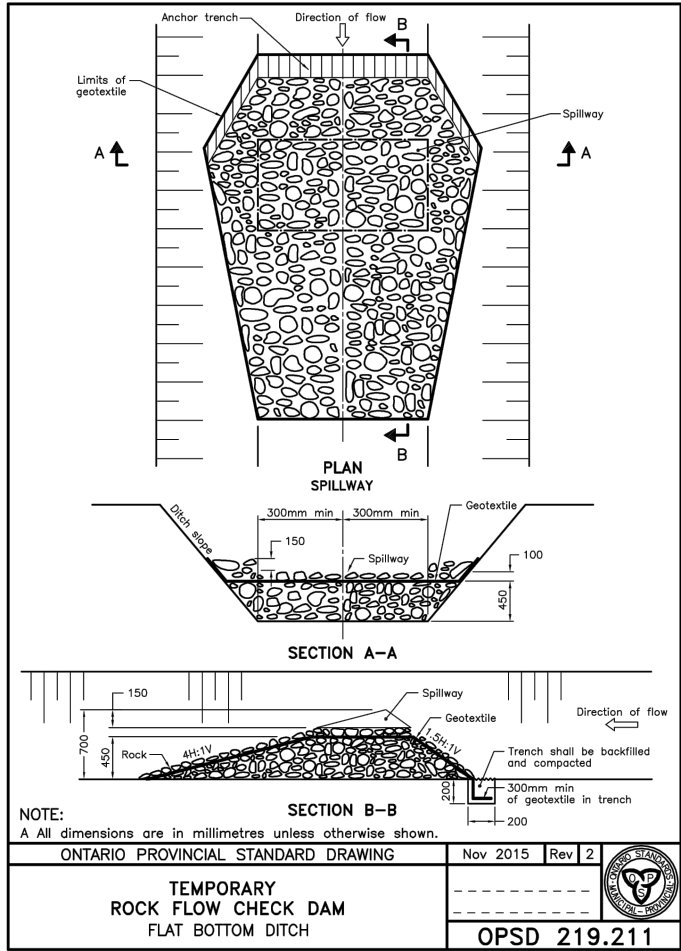
BRIDGE CROSS SECTION (DRIVEABLE SURFACE)
NOT TO SCALE

- NOTES:**
- STONE EROSION PROTECTION SHALL BE 150mm – 300mm QUARRIED ROCK OR OPSS 1001.
 - THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS OF THE PROPOSED WORK AND ALL DETAILS ON SITE AND REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR.
 - 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.
 - 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.
 - CONTRACTOR TO PROTECT ALL EXISTING UTILITIES WITH A METHOD APPROVED BY THE GOVERNING UTILITY.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING FLOW THROUGH THE WORK AREA.
 - 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.
 - EXCAVATED MATERIAL ORIGINATING FROM THE ROAD CORRIDOR SHALL REMAIN WITHIN THE ROAD CORRIDOR AND BE MANAGED AS PART OF THE ROADWORKS.
 - RETAINING WALLS TO BE DESIGNED AND SEALED BY A PROFESSIONAL ENGINEER LICENSED IN THE PROVINCE OF ONTARIO.
 - CONTRACTOR SHALL SUBMIT P. ENG. STAMPED SHOP DRAWINGS TO PROJECT ENGINEER PRIOR TO MATERIALS ARRIVING AT SITE
 - CONTRACTOR TO PREPARE & SUBMIT PLAN FOR MAINTENANCE OF FLOWS TO PROJECT ENGINEER FOR REVIEW & APPROVAL

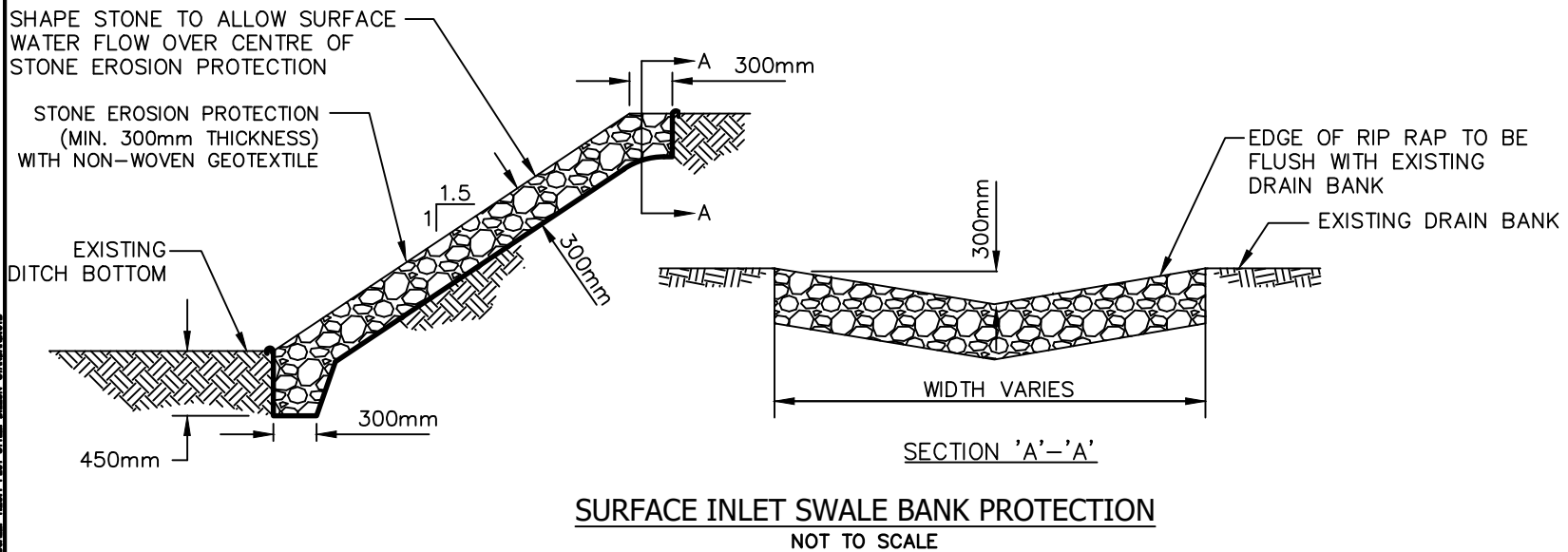
STRUCTURE TABLE			
	STATION	RIM ELEV.(m)	OUTLET INV.(m)
CB	2+097.10	181.70	180.85(N)
MH	2+114.94	182.43	N/A

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 Q 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)

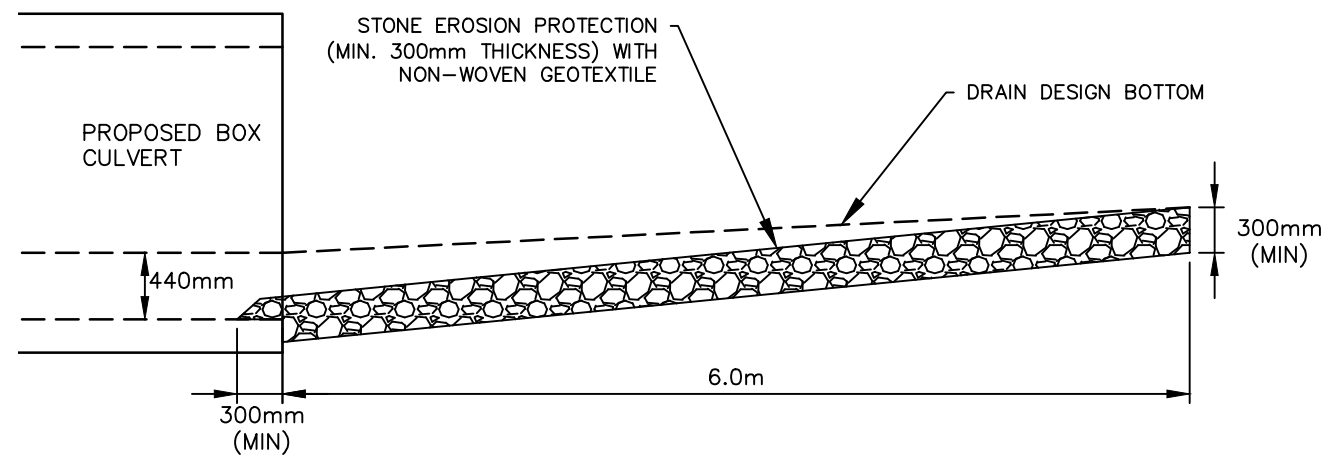
'SCHEDULE G'



STONE EROSION PROTECTION AT INLET & OUTLET
(SECTION VIEW)
N.T.S.

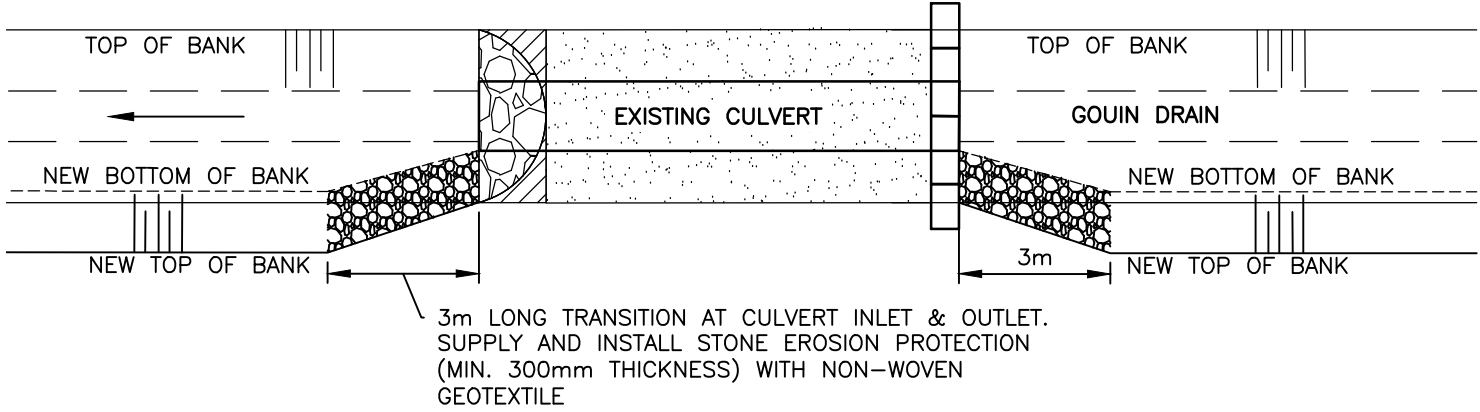


SURFACE INLET SWALE BANK PROTECTION
NOT TO SCALE

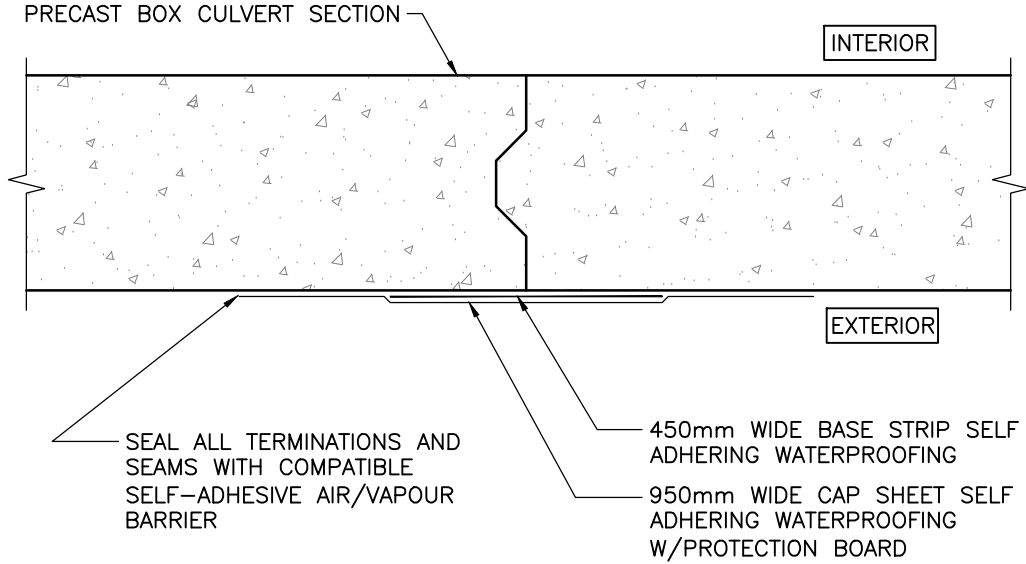


STONE EROSION PROTECTION AT INLET & OUTLET
(LONGITUDINAL VIEW)
N.T.S.

NOTE: ALL DISTURBED AREAS TO BE RESTORED WITH TOPSOIL (MIN. 100mm THICKNESS), FINE GRADED AND SEEDED.

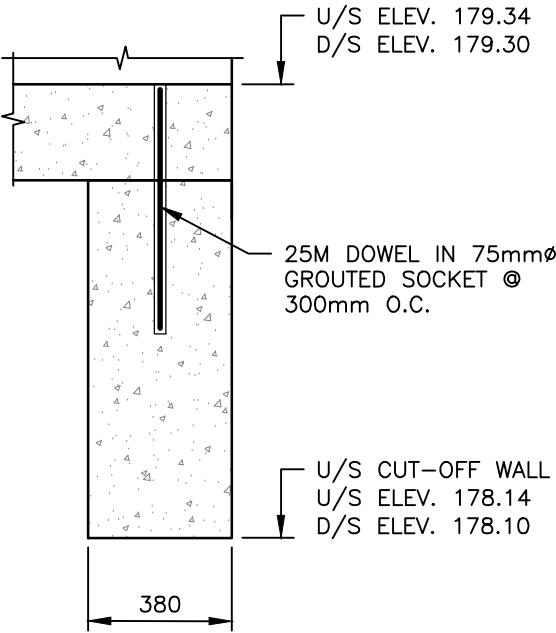


DRAIN TRANSITION TYPICAL DETAIL AT EXISTING CULVERTS
(SLOPING STONE & HEADWALL)
N.T.S.



NOTE:
• DO NOT WATERPROOF EXPOSED JOINTS.

PRECAST JOINT
WATERPROOFING DETAIL
N.T.S.



NOTE: U/S CUT-OFF WALL TO MATCH CULVERT END SKEW

CUT-OFF WALL DETAIL
NOT TO SCALE

WINDSOR
BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS
PROJECT NO. 23-6875
SHEET NO. MD-7
DATE: 2025/03/07
DRAWN BY: WLB
CHECKED BY: TRO
DESIGNED BY: WLB
APPROVED BY: D.S.
DILLON CONSULTING LIMITED
1254 10TH AVE. S.W. SUITE 100
WINDSOR, ONTARIO N9A 6K5
TEL: 519-253-1100
WWW.DILLONCONSULTING.COM

Conditions of Use
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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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



City Council Meeting - Construction Committee, June 9, 2025
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No.	ISSUED FOR	DATE	BY
6	FINAL REPORT SUBMISSION	MAR. 7/25	OEM
5	ISSUED FOR TENDER	FEB. 14/25	OEM
4	100% CLIENT REVIEW	JAN. 30/25	OEM
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1	90% CLIENT REVIEW	APR. 22/24	OEM

DESIGN	REVIEWED BY
OEM	CDP
DRAWN	CHECKED BY
WLB	TRO
DATE	March 7, 2025
SCALE	AS SHOWN

'SCHEDULE G'		PROJECT NO.
BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS		23-6875
GOUIN DRAIN MISCELLANEOUS DETAILS		SHEET NO.
		MD-7

Council Report: C 81/2025

Subject: Pass By-Law for Repair and Improvement to the Lachance Drain - Ward 9

Reference:

Date to Council: June 9, 2025
Author: Tom Graziano
Engineer III / Drainage Superintendent
(519) 255-6257 Ext. 6490
tgraziano@citywindsor.ca
Development – Engineering
Report Date: 5/20/2025
Clerk's File #: SW2025

To: Mayor and Members of City Council

Recommendation:

- I. That Council **GIVE 3rd READING** to Provisional By-law 73-2025 which adopted the Engineer's Drainage Report completed by Dillon Consulting Ltd. dated March 24, 2025, for the Road Bridge Replacement & Farm Access Culvert Over the Lachance Drain (Banwell Road Improvements) in accordance with Section 58 of the Drainage Act, R.S.O 1990, by **PASSING** By-law ____-2025.

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 Kansas City (CPKC) 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 CPKC 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.

At the City Council Meeting of April 14, 2025, Council considered the Drainage Report for the Repair and Improvement to the drain. Council Resolution CR136/2025 approved the first and second readings of Provisional By-law 74-2025, and the Drainage Report was adopted in accordance with Section 45 of the Drainage Act.

Discussion:

In accordance with Section 46 of the Drainage Act, copies of the Provisional By-law and Notice of the Court of Revision meeting scheduled for May 15, 2025, were sent to all affected property owners listed in the Schedule of Assessment. The notice informed each property owner of their right to appeal their assessment and/or allowances to a Court of Revision, by filing notice with the City Clerk no later than 10 days prior to the first sitting of the Court of Revision. Notices of appeal or objection were not filed with the City Clerk within the prescribed time and the schedule of assessment was confirmed at the Court of Revision.

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 are estimated to cost \$490,800 (excluding HST). 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 7255003.

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 and Business Case Development
Patrick Winters	Manager of Development
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner, Infrastructure and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Drainage Report for the New Drain Alignment of a portion of the Lachance Drain in the City of Windsor and Town of Tecumseh

**DRAINAGE REPORT
FOR THE**

<p>ROAD BRIDGE REPLACEMENT & FARM ACCESS CULVERT OVER THE LACHANCE DRAIN (BANWELL ROAD IMPROVEMENTS)</p>

**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



**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**

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.

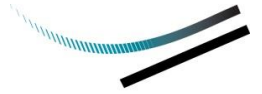
The watershed area for the road culvert is approximately 65 ha (161 acres) and is nearly entirely within the Town of Tecumseh. The watershed area for the farm access culvert is approximately 26 ha (63 acres). The lands comprising the watershed are under mixed agricultural and residential use. Agricultural 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.

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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:	
	<ul style="list-style-type: none"> <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. 	\$20,000.00
2.	<u>Bridge No. 5 – Station 1+706 (City of Windsor Road Authority) – Banwell Road</u> , 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 m ²). 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.	<u>Bridge No. 6 – Station 2+055.5 (Roll No. 570-34500)</u> – 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 m ³). 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 m ²). 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

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: <ul style="list-style-type: none"> Dillon introduced the staff from Dillon, City of Windsor & Town of Tecumseh. 	INFO.
2.	Project Overview: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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
	<p>Improvement will include large culverts crossing Banwell Road including upgrade of existing outlet west of Banwell Road.</p> <ul style="list-style-type: none"> • 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.	<p>Next Step:</p> <ul style="list-style-type: none"> • 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. 	INFO.
5.	<p>Questions:</p> <ul style="list-style-type: none"> • Julie Lachance: Is there government grant for the proposed work? <ul style="list-style-type: none"> ○ 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? <ul style="list-style-type: none"> ○ 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? <ul style="list-style-type: none"> ○ 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. <ul style="list-style-type: none"> ○ Dillon & City: A report will be provided once completed. 	INFO.

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
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 26 Increased Costs (Non Pro-ratable).....				\$490,800.00	\$0.00	\$0.00	\$490,800.00
TOTAL ASSESSMENT				\$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:

Description	Area Affected (Acres) (Ha.)		Owner	Special Benefit	Benefit	Outlet	Total 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 Road	0.41	0.17	Town of Tecumseh	\$0.00	\$0.00	\$79.00	\$79.00
Total on Municipal Lands.....				\$0.00	\$0.00	\$3,606.00	\$3,606.00

PRIVATELY-OWNED - AGRICULTURAL LANDS (GRANTABLE)

Roll No.	Con.	Description	Area Affected (Acres) (Ha.)		Owner	Special Benefit	Benefit	Outlet	Total 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 Privately-Owned - Agricultural Lands (Grantable).....						\$5,000.00	\$0.00	\$1,394.00	\$6,394.00
TOTAL ASSESSMENT						\$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:
 - 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.
- 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 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.
- 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 pre-existing 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:

<i>Culvert Pipe</i>	<i>New 58.56 metres long, 1800 mm span x 1500 mm rise quality precast concrete box culvert as per CHBDC CAN/CSA S06-06.</i>
<i>Pipe Bedding Below Pipe</i>	<i>Granular 'A' conforming to OPSS Division 10.</i>
<i>Beneath Road Surface and Shoulders, Backfill to Bottom of Granular 'A' Road Subgrade materials</i>	<i>Granular 'A' conforming to OPSS Division 10.</i>
<i>Beyond Road Surface and Shoulders, Backfill 300 mm Above Pipe to Finished Topsoil Layer</i>	<i>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.</i>
<i>Native Material Buffer</i>	<i>Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances.</i>
<i>Concrete Blocks</i>	<i>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%.</i>
<i>Filter Fabric</i>	<i>"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.</i>
<i>Erosion Stone</i>	<i>All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS.Muni 1004, minimum 300 mm thickness.</i>

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 except 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 +/- 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 except 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 except 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 or deficiencies affecting the performance of the self-adhering waterproofing membrane including but not limited to tears in the membrane or 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 then 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 (*Panicum 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 Cernua*) 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 (*Vernonia 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 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.

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:

<i>Culvert Pipe</i>	<i>New 19.0 m long, 1000 mm diameter aluminized Type II 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.</i>
<i>Pipe Bedding Below Pipe</i>	<i>20-25 mm clear stone conforming to OPSS Division 10.</i>
<i>Backfill from Pipe Invert up to Pipe Springline</i>	<i>Granular 'B' conforming to OPSS Division 10. Alternatively, Granular 'A' conforming to OPSS Division 10</i>
<i>Backfill from Pipe Springline up to Underside of Driveway Surface</i>	<i>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.</i>
<i>Driveway Surface</i>	<i>Granular 'A' made from crushed limestone conforming to OPSS Division 10. Minimum 200 mm thickness.</i>
<i>Buffer Strips</i>	<i>Dry native material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances.</i>
<i>Erosion Stone</i>	<i>All stone to be used for erosion protection shall be 125 - 250 mm clear quarried rock or OPSS.Muni 1004, minimum 300 mm thickness.</i>
<i>Filter Fabric</i>	<i>"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.</i>

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 re-routing 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 re-surveying, 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.

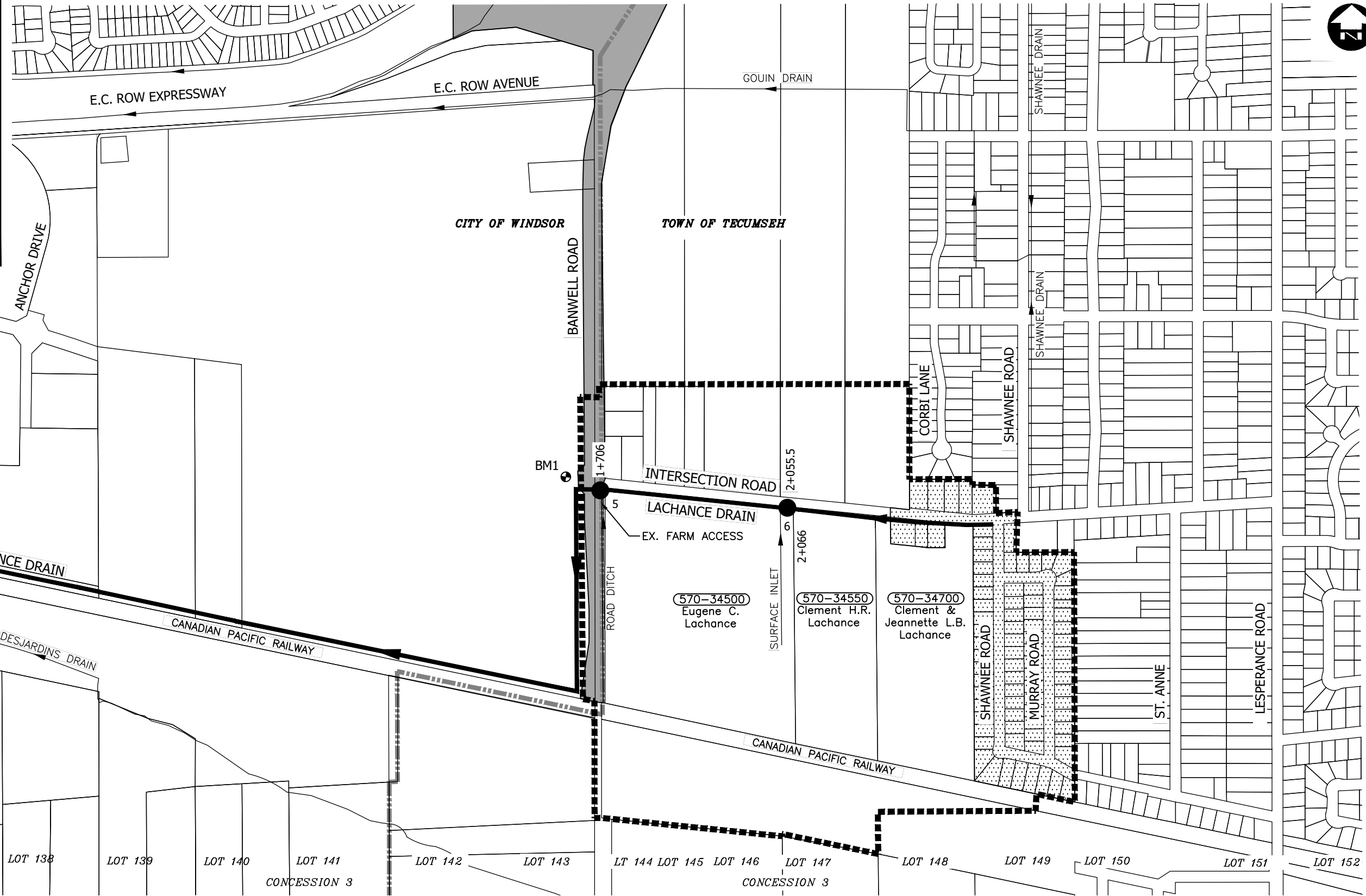
17.0 FISHERIES CONCERNS

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.

LEGEND

- MUNICIPAL BOUNDARY
- LACHANCE DRAIN DRAINAGE AREA BOUNDARY
- LACHANCE DRAIN
- OTHER DRAINS
- NEW/CULVERT REPLACEMENT
- LOCAL BENCHMARK
- ROAD IMPROVEMENT PROJECT AREA
- BLOCK 'A'

NOTE: BRIDGE NUMBERING IS CONSISTENT WITH LACHANCE DRAIN REPORT DATED 3 MAY 2021



WATERSHED PLAN
SCALE=1:7,500

'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 drawing.

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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



City Council Meeting Construction Committee, June 9, 2025
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1	DESIGN	SJC	CDP
2	DRAWN	SJC	OEM
3	DATE	March 24, 2025	
4	SCALE	AS SHOWN	
5	ISSUED FOR		
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BANWELL ROAD / E.C. ROW INTERCHANGE
AND CORRIDOR IMPROVEMENTS

LACHANCE DRAIN
WATERSHED PLAN

PROJECT NO.
23-6875

SHEET NO.

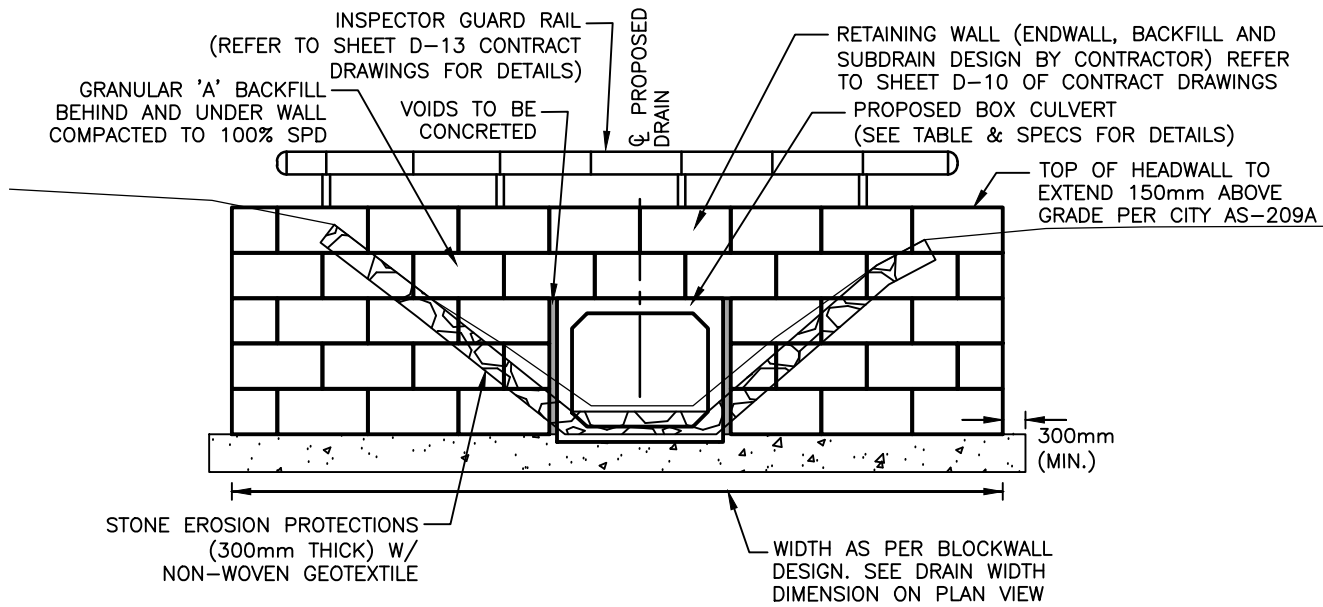
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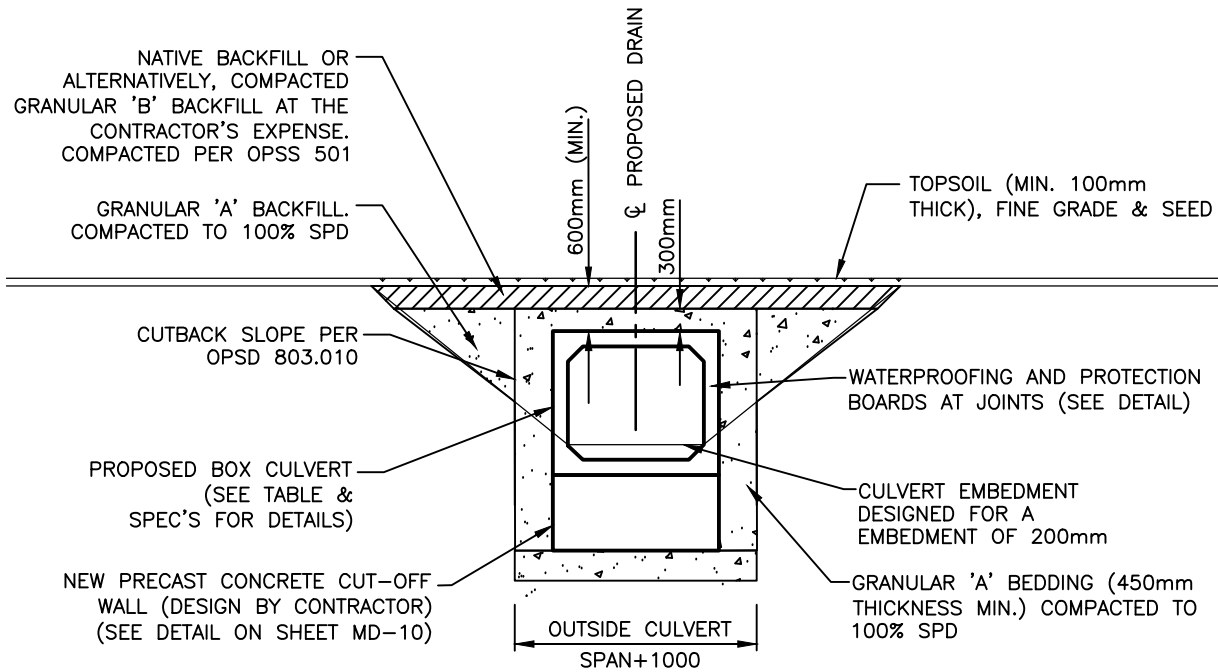
MD-8

WINDSOR

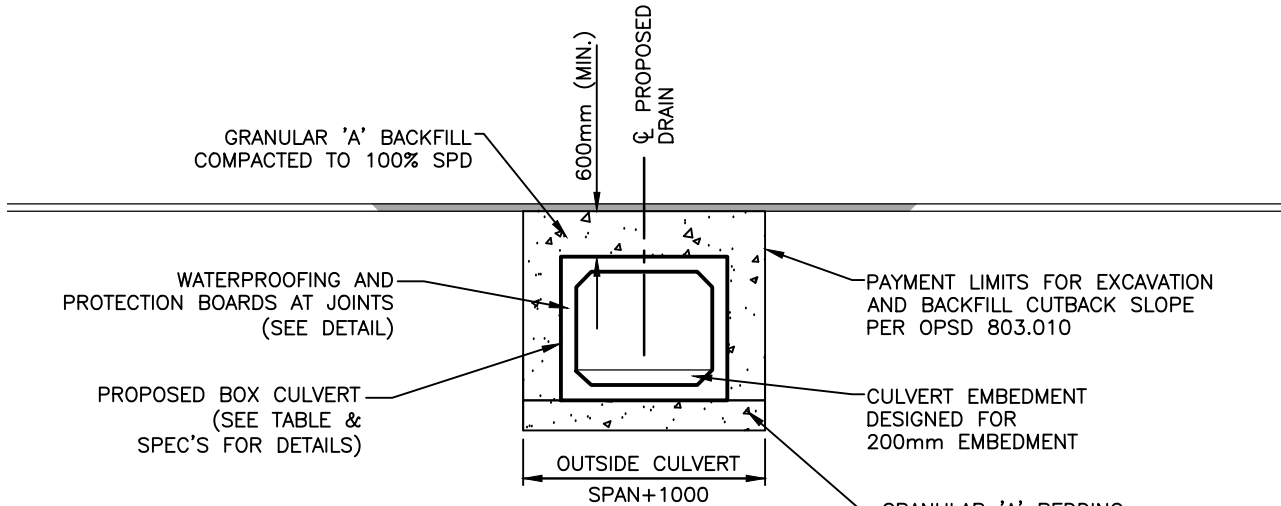
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PLOT DATE: 2025-03-22 09:23:41 PM PLOT SCALE: 1:2500 PLOT STYLE: DILLON-Standard.ctb



SECTION VIEW (BLOCK ENDWALL)
N.T.S.



SECTION VIEW (BEYOND ROAD PORTION)
N.T.S.



SECTION VIEW (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)	1800x1500
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

Verify elevations and/or dimensions on drawing prior to use.
Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



City Council Meeting - Construction, June 9, 2025
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NO.	ISSUED FOR	DATE	BY
6	FINAL REPORT SUBMISSION	MAR. 24/25	OEM
5	ISSUED FOR TENDER	FEB. 14/25	OEM
4	100% CLIENT REVIEW	JAN. 30/25	OEM
3	90% CLIENT REVIEW	DEC. 5/24	OEM
2	90% CLIENT REVIEW	AUG. 29/24	OEM
1	90% CLIENT REVIEW	APR. 22/24	OEM

DESIGN	OEM	REVIEWED BY	CDP
DRAWN	WLB	CHECKED BY	TRO
DATE	March 24, 2025		
SCALE	AS SHOWN		

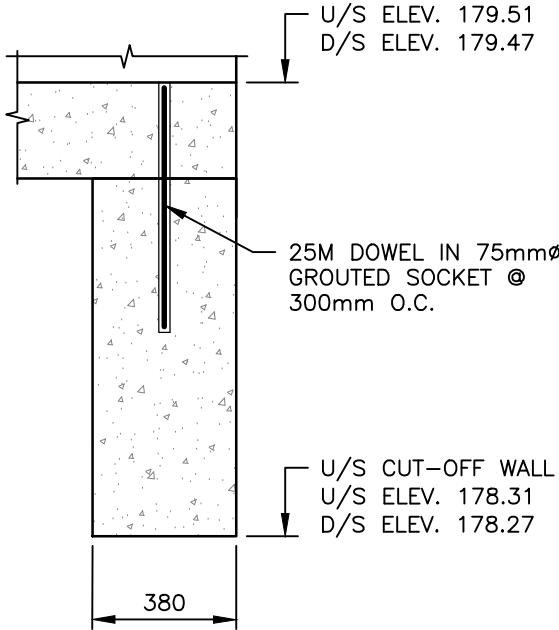
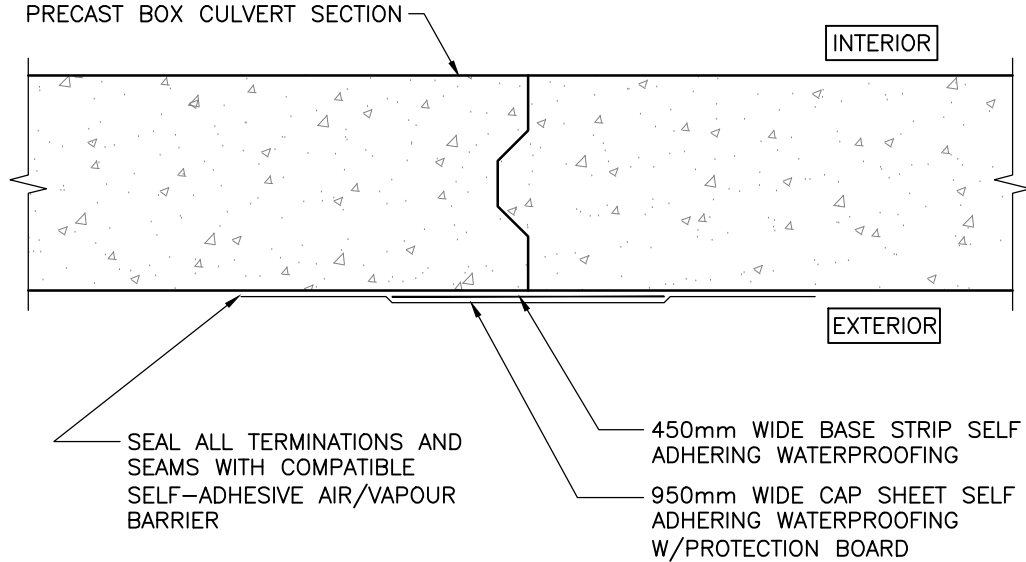
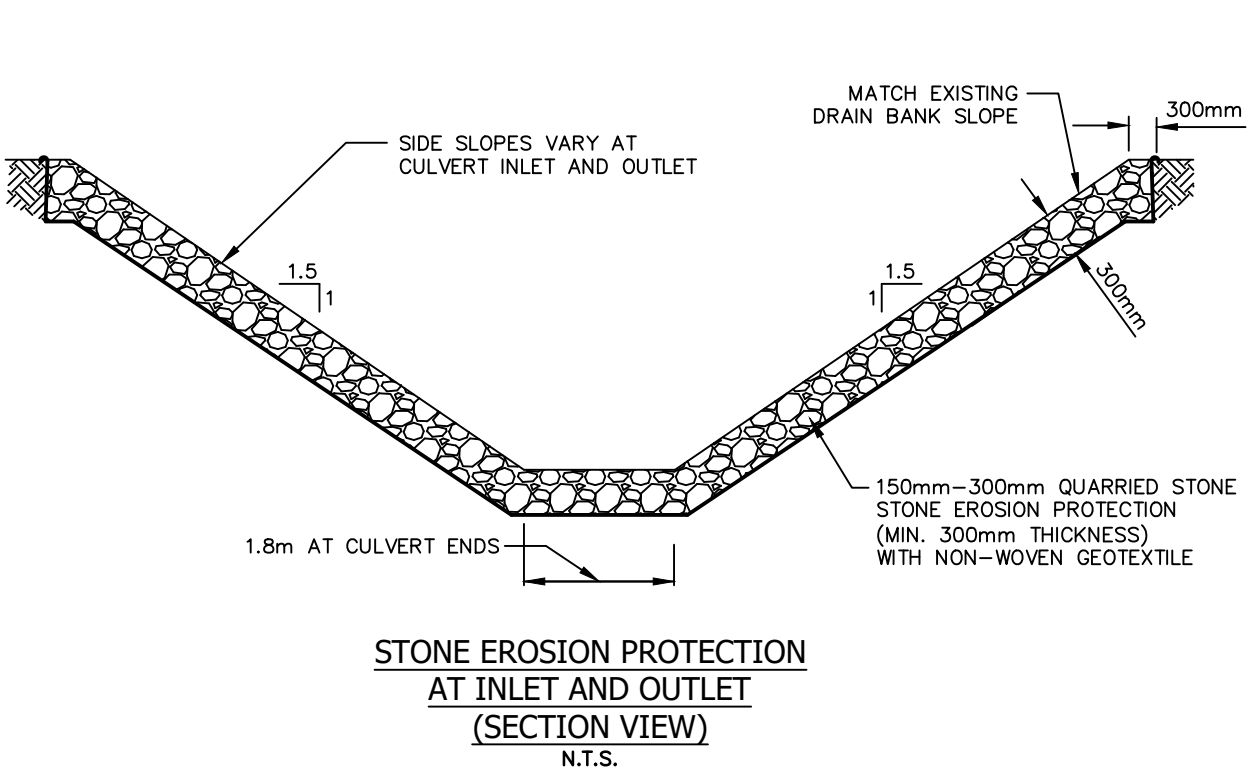
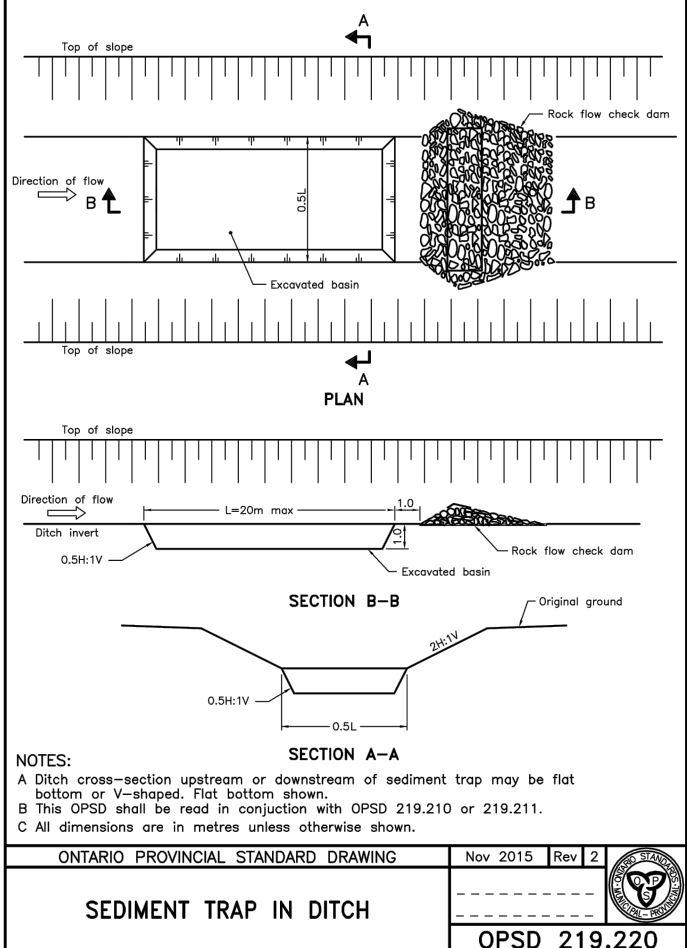
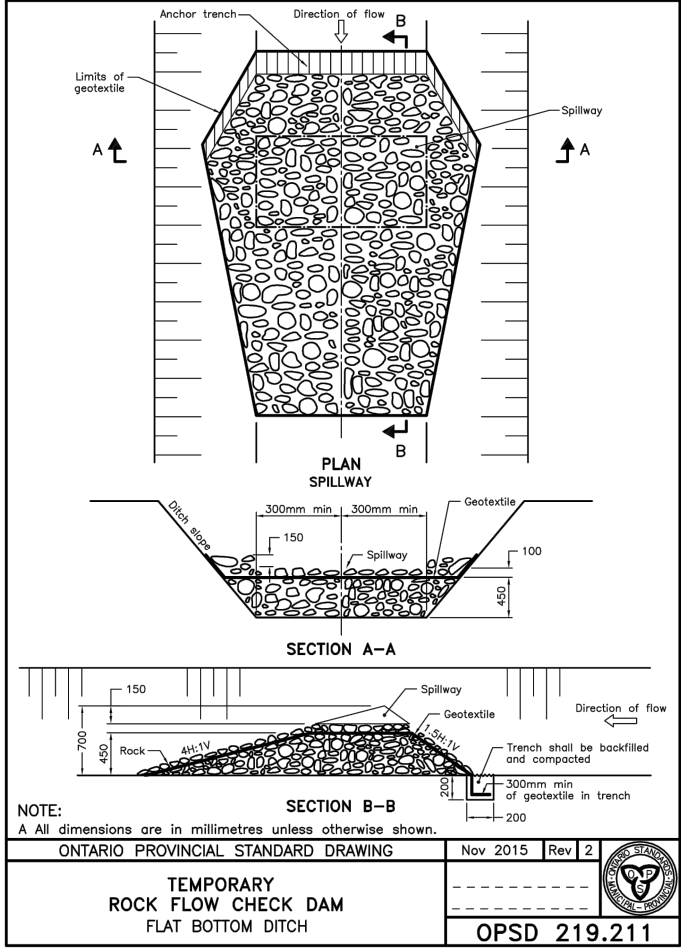
BANWELL ROAD / E.C. ROW INTERCHANGE
AND CORRIDOR IMPROVEMENTS

PROJECT NO.
23-6875

LACHANCE DRAIN
BRIDGE DETAILS

SHEET NO.

MD-9



WINDSOR
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Conditions of Use
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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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



City Council Meeting - Construction Committee, June 9, 2025
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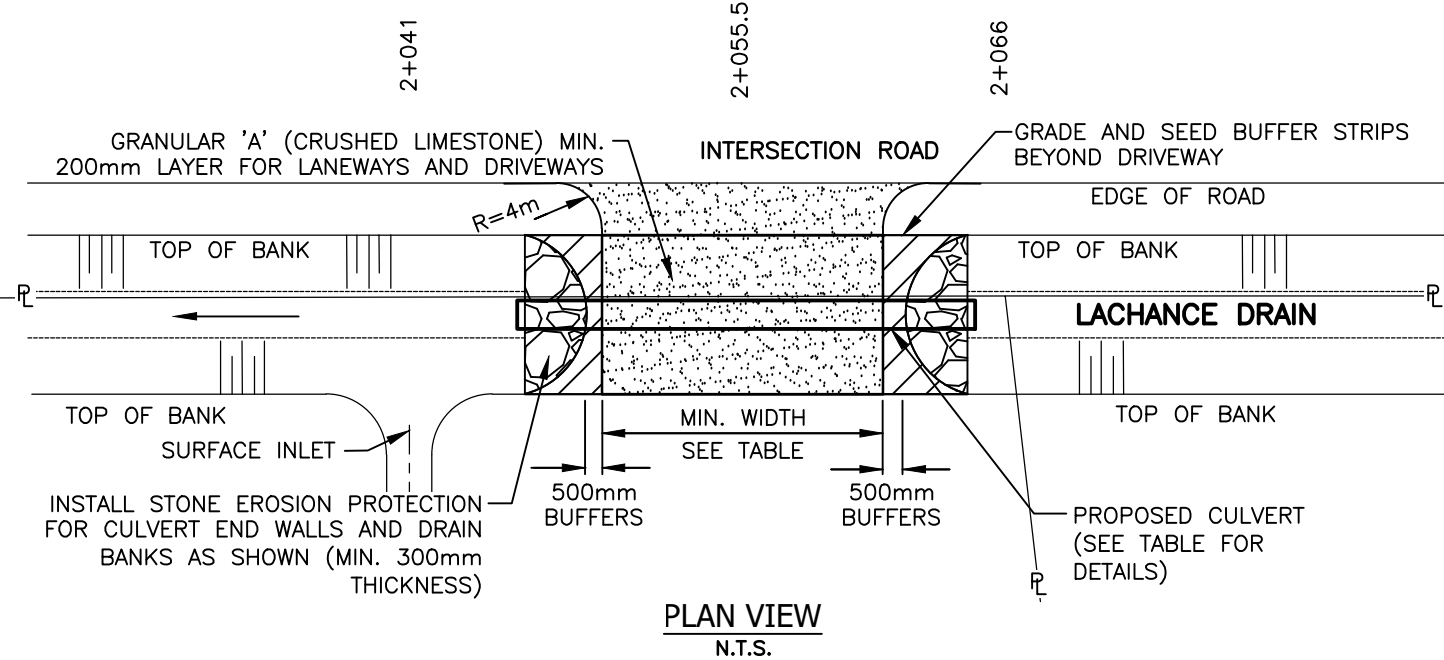
No.	ISSUED FOR	DATE	BY
6	FINAL REPORT SUBMISSION	MAR. 24/25	OEM
5	ISSUED FOR TENDER	FEB. 14/25	OEM
4	100% CLIENT REVIEW	JAN. 30/25	OEM
3	90% CLIENT REVIEW	DEC. 5/24	OEM
2	90% CLIENT REVIEW	AUG. 29/24	OEM
1	90% CLIENT REVIEW	APR. 22/24	OEM

DESIGN	REVIEWED BY
OEM	CDP
DRAWN	CHECKED BY
WLB	TRO
DATE	March 24, 2025
SCALE	AS SHOWN

PROJECT NO.	23-6875
SHEET NO.	MD-10
BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS	
LACHANCE DRAIN MISCELLANEOUS DETAILS	

'SCHEDULE G'

WINDSOR
BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS
LACHANCE DRAIN FARM ACCESS BRIDGE
DESIGNED BY: M. MORSE, P. ENG.
CHECKED BY: J. MORSE, P. ENG.
DATE: 2025/03/24
PLOT DATE: 2025/03/24
PLOT SCALE: 1:250
PLOT STYLE: DILLON-STD



NOTE:
FARM TILES ENCOUNTERED IN CONFLICT WITH THE CULVERT SHALL BE REROUTED DOWNSTREAM OF THE CULVERT. NO CONNECTIONS THROUGH THE CULVERT ARE PERMITTED.

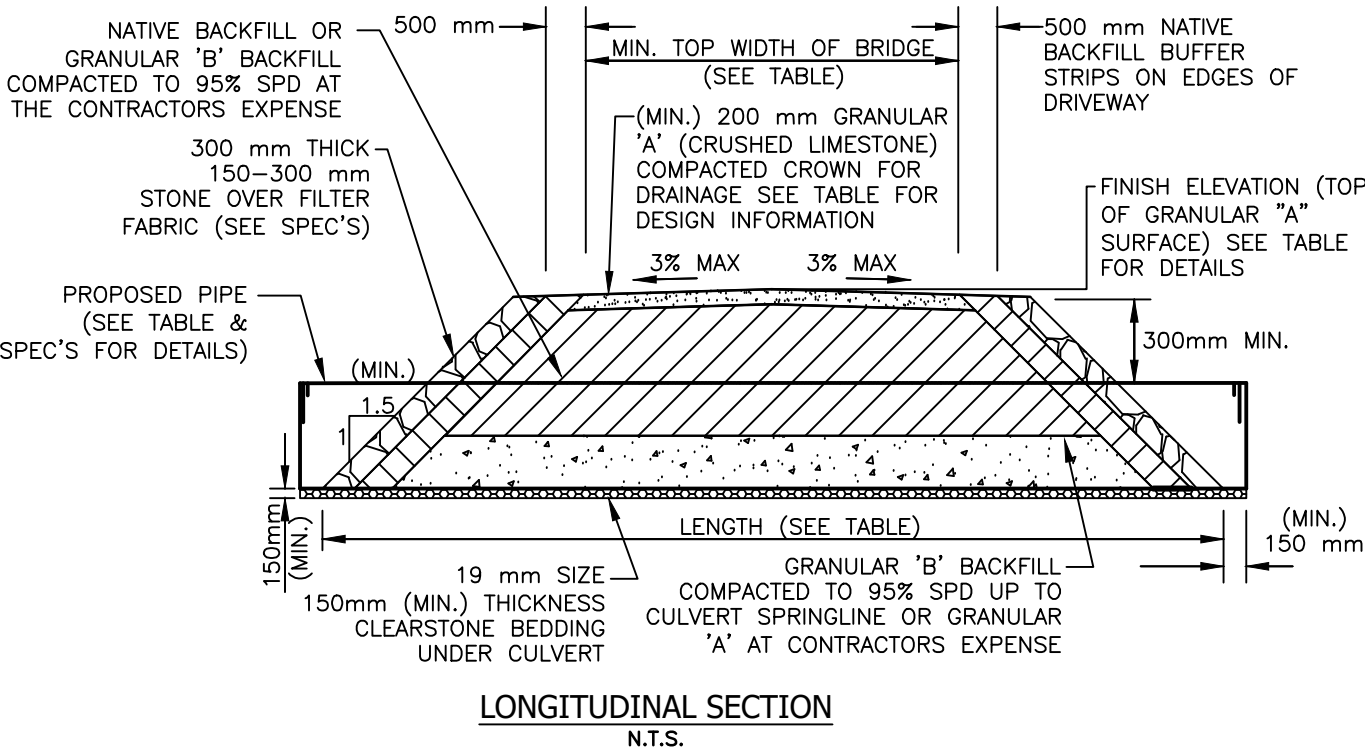
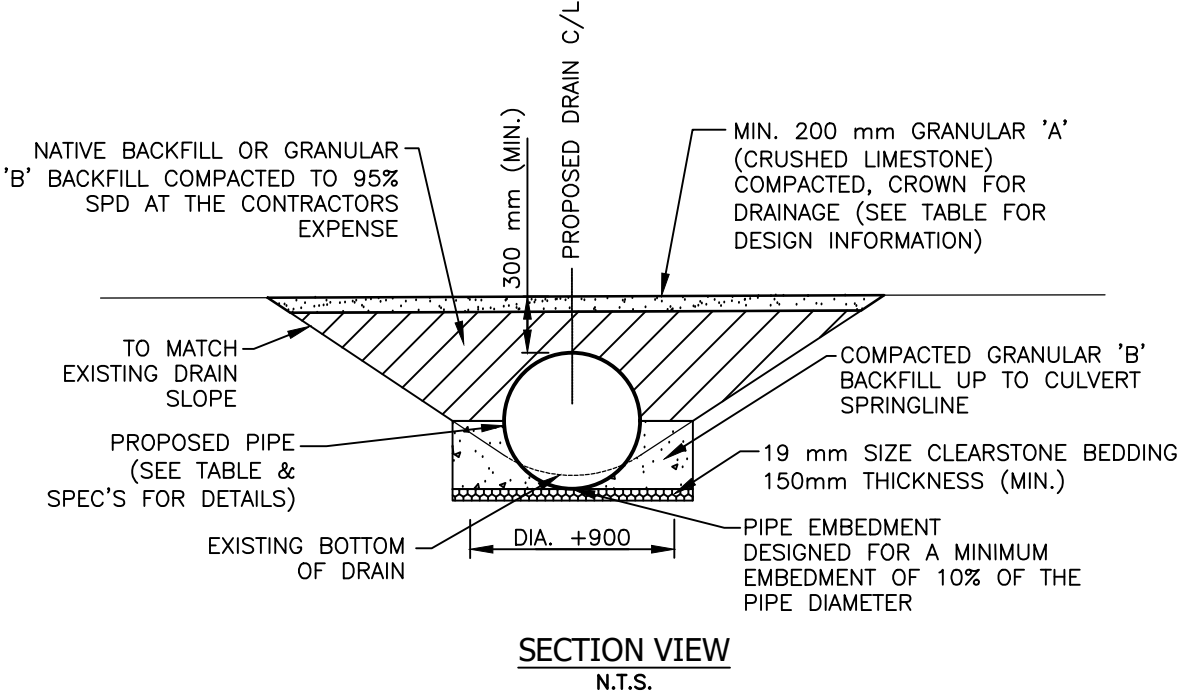


TABLE – FARM CULVERT DESIGN INFORMATION	
DESCRIPTION	BRIDGE DETAILS
PIPE INVERT ELEV. U/S SIDE(m)	179.81
PIPE INVERT ELEV. D/S SIDE(m)	179.79
DRAIN BOTTOM (m) (DESIGN) (AT CENTRELINE OF CULVERT)	179.90
TOP DRIVEWAY SURFACE ELEV. (m)	182.38
MIN. TOP WIDTH OF DRIVEWAY (m)	9.1
MIN. CULVERT GRADE (%)	0.10
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

Conditions of Use
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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 SERVICES
THE CORPORATION OF THE CITY OF WINDSOR



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DESIGN	SJC	REVIEWED BY	CDP
DRAWN	SJC	CHECKED BY	OEM
DATE	March 24, 2025	SCALE	AS SHOWN
FINAL REPORT SUBMISSION	MAR. 24/25	OEM	
REVIEW	MAR. 6/25	OEM	
ISSUED FOR		DATE	BY

'SCHEDULE G'
BANWELL ROAD / E.C. ROW INTERCHANGE AND CORRIDOR IMPROVEMENTS

LACHANCE DRAIN
FARM ACCESS BRIDGE DETAILS

PROJECT NO.
23-6875

SHEET NO.
MD-11



Committee Matters: SCM 296/2024

Subject: CQ 13-2023 - Front Yard Parking Best Practice 2.2.2

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1028** CR11/2024 ETPS972

THAT the report of the Technologist II, dated November 9, 2023, entitled "CQ 13-2023 - Front Yard Parking Best Practice 2.2.2" **BE RECEIVED** for information; and,

THAT administration **BE DIRECTED** to adopt a pilot project in Ward 4 for a period of two years related to accessible parking and front yard parking.

Carried.

Councillors Kieran McKenzie and Fabio Costante voting nay.

Report Number: SCM 327/2023, S 150/2023 & AI 15/2024
Clerk's File: ST2023

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are **NOT** the same.
2. Please refer to Item 8.4 from the Environment, Transportation & Public Safety Standing Committee held on September 25, 2024
3. To view the stream of this Standing Committee meeting, please refer to:
<https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20241001/-1/10509>

Subject: CQ 13-2023 - Front Yard Parking Best Practice 2.2.2

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

THAT the report of the Technologist II, dated November 9, 2023, entitled "CQ 13-2023 - Front Yard Parking Best Practice 2.2.2" BE RECEIVED for information; and,

THAT the City of Windsor Bylaw 9023 which regulates vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots, and private property BE AMENDED to allow for residents to apply for a minor variance to permit front yard parking in a residential district.

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

Aye votes: Councillors Renaldo Agostino and Mark McKenzie.

Nay votes: Councillors Kieran McKenzie, Fabio Costante, and Gary Kaschak.

Absent: None.

Abstain: None.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Gary Kashack

Decision Number: **ETPS 972**

THAT the report of the Technologist II, dated November 9, 2023, entitled "CQ 13-2023 - Front Yard Parking Best Practice 2.2.2" **BE RECEIVED** for information.

Carried.

Councillors Mark McKenzie and Renaldo Agostino voting nay.

Report Number: S 150/2023

Clerk's File: ST2023

Clerk's Note:

1. The recommendation of the Environment, Transportation & Public Safety Standing Committee and Administration are the same.
2. Please refer to Item 8.2 from the Environment, Transportation & Public Safety Standing Committee held on November 29, 2023.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20231129/-1/9448>

**Subject: Response to CQ 13-2023 - Front Yard Parking Best Practice
2.2.2**

Reference:

Date to Council: November 29, 2023

Author: Amy Kurek

Technologist II

(519) 255-6257 Ext. 6216

akurek@citywindsor.ca

Right-of-Way – Engineering

Report Date: November 9, 2023

Clerk's File #: ST2023

To: Mayor and Members of City Council

Recommendation:

THAT the response to CQ 13-2023 **BE RECEIVED** for information.

Background:

On May 29, 2023, Councillor Mark McKenzie asked the following Council Question:

CQ 13-2023, "Asks Administration re-examine the Driveway Requirement Policy regarding BP2.2.2 which deals with not allowing front parking, as well as the Official Plan to allow front driveways with report back to Council."

This report is in response to CQ 13-2023.

Discussion:

By-law 9023

City of Windsor Bylaw 9023 regulates vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots and private property. Front yard parking is governed through Part V – Private Property, item 42 (3);

Notwithstanding Section 42(1) no personal shall park, stand or stop a motor vehicle on a front yard in a residential district except on a driveway or as authorized by statute, regulation, by law or otherwise by the Corporation.
(ADDED B/L 182-2016 DEC 12/16)

Further policy support for restrictions on front yard parking is included later in this report.

Comparison to other Municipalities:

Administration investigated policies in place in municipalities of similar size to Windsor and the responses received to date are provided below:

City of London: Currently does not permit front yard parking. If a property owner would like to seek permission for front yard parking, they are required to apply for a minor variance.

City of Hamilton: Currently does not have any restrictions in place for front yard parking.

City of Oshawa: Currently does not permit front yard parking.

City of Richmond Hill: Currently does not permit front yard parking.

City of Kitchener: Does not have a specific restriction for front yard parking however ensures that the addition of a driveway does not result in the loss of on street parking.

Impacts of Front Yard Parking on the Neighbourhood:

1. On street parking:

The majority of properties where front yard parking would be permitted are in areas where lot sizes would only allow for the addition of one (1) parking space to the front yard to avoid exceeding the maximum hard surface coverage of 50% of the required front yard. With the addition of the one (1) space to the front yard, up to three (3) spaces may be eliminated from the road depending on where the driveway can be located and the distance between the new driveway and the driveways of adjacent properties. This results in a sole benefit to the property owner and a loss to the neighbourhood.

2. Urban Tree Canopy:

A substantial amount of the 70,000 city trees exist in locations where individuals might request driveways. As such, limiting the number of driveways, especially in those areas where trees are mature, will provide a benefit for the Urban Canopy Cover.

The Urban Tree Canopy Assessment Report 2020 indicates that the City needs to continue to plant, at a minimum, 2200 trees per year. This planting requires substantial planting spaces, part of which is attained by planting on City rights-of-way. One of the objectives of the City is to improve our Canopy Cover which is currently at 19%. This requires optimising the use of available potential planting areas (PPAs). Any act that will further fragment and/or reduce our PPAs should be avoided.

3. City's Capital and Maintenance projects:

The cost to replace a driveway approach can be as much as seven (7) times the cost of reinstating seed or sod. This could have a measurable financial impact on budgeting for City Capital and maintenance projects such as road and sewer rehabilitation and local improvement projects in areas where front yard parking is not currently permitted.

4. Public safety:

Multiple driveways in close proximity result in added safety concerns for pedestrians and bicycles, especially where vehicles are parked between the front face of the building and the road/sidewalk; more conflict points related to backing out of driveways results in a higher risk.

A vehicle parked between the road and the front face of a home, especially where the homes are close to the road such as in the downtown core, may cause sight line issues for pedestrians or other motorized vehicles using the right-of-way. As a result, accidents, near misses and security concerns may increase; making the use of streets for active transportation less appealing.

Maintaining the current practice of not allowing front yard parking when there is suitable paved alley access available for the property owner supports two key crime prevention through environmental design (CPTED) principles:

- Sustained, random, positive activity generation within the less observable and less travelled (compared to a roadway access) alley space by lawful users
- Enhanced natural surveillance of the alley because there are more property users regularly using the alley space, thus adding more regular periods of “eyes-on-the-alley”

Vehicles parked in a home’s front yard when a designated driveway is in place, versus the rear yard space off a paved alley, are more openly visible at all times, due to the frequency of the travelled (and thus observed) roadway environment. As a result, criminal activity such as vandalism and vehicle theft, as well as theft from vehicle is reduced. This benefit would not apply to allowing vehicles to park on grass/landscaped areas of a property’s front yard however, as that could result in cluttering the area, blocking sight lines, etc.

On-street parking provides a natural traffic calming impact. By reducing the number of cars parked on the road, there is a possibility that speeds will increase, as the perceived width of the road increases in the gaps.

5. Neighbourhood Characteristics

The introduction of front yard parking is counterintuitive to the neighbourhood design, which favours front porches, open sight lines, traditional front door approaches and access through the alleys. Additionally, the benefit of front yard parking is limited to individual property owners and not to the community and City as a whole.

Impact on Additional Dwelling Units (ADUs)

Section 5.99.80 of Zoning By-law 8600 permits Additional Dwelling Units (ADUs) throughout the City where a *single unit dwelling*, *semi-detached dwelling*, or *townhome dwelling* is permitted. The City is seeing an increase in construction of ADU's with a resulting increase in requests for front yard parking.

Currently, there are various areas within the City (Appendix C – Secondary Residential Units: Exempt Areas) that are exempt from requiring a parking space when adding an ADU. Some of these areas also have paved alleys available for access to parking at the rear.

If the restriction of front yard parking is removed from properties having paved alleys access, they would now qualify for parking off the front and rear yard, which would substantially increase hard surface and decrease greenspace. It should be noted, that the 50% minimum greenspace requirement for residentially zoned properties only applies to front yards. There is currently no obligation for greenspace within rear yards.

Encouraging parking in the rear yard from the alley (where available) for ADUs limits the impact to the boulevard/landscape area and helps reduce the conflict between vehicular and pedestrian movement.

Stormwater Financing Project

Council received the most recent update on the Stormwater Financing Project on June 12, 2023, which estimates that the new stormwater finance program would be underway by January 1, 2025. This program confirms the amount of hard surface located within individual private properties and charges a fee based on that percentage. There will be no fees associated with privately owned objects within the city right-of-way, such as the driveways, landscaping, or lead walkways.

A vast majority of front yard parking spaces are located within the municipal rights-of-way, as these properties do not have sufficient side yard widths or a garage to park within, which minimizes the amount of driveway (hard surface) on private property. For this reason, many of these driveways would not be accounted for in the program and the respective properties would not be responsible for paying for that impermeable surface causing added stormwater runoff to the municipal sewer. Conversely, properties with side yard parking, would be assessed at a higher stormwater financing fee, as their driveways must extend eighteen feet (18'-0") past the home's front wall as per the current standards and would increase their impermeable percentage on private property.

The City of Windsor Official Plan

The following sections of the Official Plan speak to front yard parking restrictions:

Chapter 8, Volume 1 - Urban Design, Section 8.11.2.22: Council will limit the construction of parking spaces in the required front yards of dwellings, in order to protect the aesthetic character of older residential neighbourhoods, ensure the

availability of on-street public parking, ensure unhampered pedestrian movement within the public right-of-way and prevent harm to boulevard trees.

Chapter 7, Volume 1 - Infrastructure: identifies protecting roadways from driveway proliferation as an objective of a safe, sustainable, effective and efficient transportation system;

Section 7.2; A safe, sustainable, effective and efficient transportation system is one which meets the needs of all users in a manner consistent with a healthy environment and vibrant economy. In order to achieve this balance, Council will manage Windsor's transportation system to enhance physical mobility and ensure that the economic, social and environmental needs of the community are met.

Section 7.2.1.12; To restrict driveway access based on road classification and minimize the number of driveway access points.

Chapter 2, Volume II: also identifies not permitting parking in the Prado Place and Sandwich Heritage Conservation Districts and within the vicinity of Traditional Commercial Streets;

Sections 1.22.17 & 1.26.18; No front yard parking as defined in the City's zoning by-law shall be permitted.

Section 1.39: Prohibits parking areas abutting the street including encroaching within the public right-of-way.

On-Street Accessible Parking Spaces-Residential Policy

Section 4.3.2 Eligibility Requirements – Applicants for on-street accessible parking permits must meet the following criteria:

4.3.2.1 No off-street parking is provided for the property including:

4.3.2.1.1 A front yard, side yard, or rear yard parking area, including parking accessible by a paved alley.

Zoning Bylaw 8600

Zoning Bylaw 8600 also restricts front yard parking in the following designations:

- Heritage Conservation Districts (Sandwich Town and Prado Place) and Areas (Walkerville)
- Sandwich Town, Target Area 3
- Within the Vicinity of Traditional Commercial Streets

The intent of the traditional commercial street-off-street parking provisions was also to discourage demolition of buildings for front yard parking areas and to preserve a building edge along the streets.

Urban Design Guidelines associated with Community Improvements Plans (CIPs) such as Sandwich, Ford City, Main Streets, and the recently adopted City of Windsor Intensification Guidelines for Mixed-Use, Corridors, Centres, nodes, and Mature Neighbourhoods encourage parking at the rear or side yard of dwellings. Front yard parking is restricted or discouraged given the impact to the neighbourhood.

Engineering Best Practices 2.2.1 & 2.2.2

Further to the above mentioned Bylaws, sections of the City's Official Plan, and Design Guidelines, Administration adopted and follows the Engineering Best Practices to ensure consistency in applying policies for work in the City right-of-way. Additionally, Best Practices BP2.2.1 (Appendix A) & BP2.2.2 (Appendix B) provide standards, such as size and material specifications for front yard parking; which govern the issuance of permits. Per section 4.6 of BP2.2.2, front yard parking is permitted where no other parking is or may be made available on site (for example from a paved alley).

Risk Analysis:

Waiving of the requirements of Engineering Best Practice BP2.2.2 to allow the construction of front yard parking access where other parking options exist will require the By-Laws and City Official Plan sections noted in the Discussion Section to be amended accordingly.

Additionally, allowing front yard driveways in these limited areas would also negatively impact:

- neighbourhood character/appearance, by interrupting the continuity established by the boulevard;
- the safety of residents/pedestrians by creating increased conflict with vehicles and restricting pedestrian movement along municipal sidewalks;
- the City's Tree Canopy initiative by reducing greenspace, the opportunity to plant trees and by encouraging the removal of existing trees;
- the availability of on-street parking spaces;
- the costs related to the City's capital and maintenance projects;
- increased risk of claims;
- the City's Climate Change Adaptation Plan; and,
- the Windsor Environment Master Plan.

Climate Change Risks:

Climate Change Mitigation Risks:

N/A

Climate Change Adaptation Risks:

The addition of front yard parking would increase the amount of impermeable surfaces, in some cases pushing the impermeable area to close to 50%, as mentioned above. This would increase storm water run off volumes that could increase the risk of flooding depending on the number of front yard parking spaces permitted in a neighbourhood.

In addition, a reduction in front yard green space will directly affect the viability of tree plantings. Urban trees provide many climate change adaptation benefits including storm water retention, reduction of the urban heat island and biodiversity enhancements.

Financial Matters:

N/A

Consultations:

Planning – Neil Robertson

Operations (Right of Way & Field Services) – Andrew Lewis, Marc Ladouceur

Operations (Transportation Planning) – Shawna Boakes

Heritage Planner – Kristina Tang

Forestry – Yemi Adeyeye

Operations (Maintenance) – Roberta Harrison

Manager of Right-of-Way – Adam Pillon

Windsor Police Service – Barry Horrobin

Manager Design Engineering – Fahd Mikhael

Planner III Special Projects – Kevin Alexander

Supervisor of Sustainability and Climate Change – Karina Richters

Manager Purchasing – Alex Vucinic

Conclusion:

The above report provided information regarding the CQ 13-2023 for information.

It is Administration's belief that the existing restriction of Front Yard Parking in areas with paved alleys available for access and areas with preservation initiatives should be maintained.

Planning Act Matters:

N/A

Approvals:

Name	Title
Adam Pillon	Manager of Right-of-Way
Fahd Mikhael	Acting Executive Director of Engineering / Deputy City Engineer
Shawna Boakes	Executive Director of Operations/Deputy City Engineer
Mark Nazarewich	For City Solicitor
Joe Mancina	Chief Administrative Officer

Notifications: N/A

Name	Address	Email
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Appendices:

- 1 Appendix A - Engineering Best Practice BP2.2.1
- 2 Appendix B - Engineering Best Practice BP2.2.2
- 3 Appendix C - Secondary Residential Units: Exempt Areas

1. SUBJECT DRIVEWAY REQUIREMENT POLICIES – RESIDENTIAL**2. DEFINITIONS**

Driveway – Paved area that provides access from a roadway to private property.

Frontage – Exterior lot line abutting a public right-of-way, not including an alley.

Single Car Garage – A garage having a front exterior door width of less than 5m (16ft). For this best practice, a one and a half garage is considered a single car garage.

Two Car Garage – A garage having a front exterior door width of 5m (16ft) or greater.

Shared Driveway – A single driveway constructed on or near a common property line between two or more properties which provides access to all such properties.

3. DRAWINGS

AS-542-A – Maximum Curb Cut for Residential Driveways with No Garage, Single & Double or More Car Garages

AS-542-B – Maximum Curb Cut for Residential Driveways on Corner Lots

AS-542-D – Maximum Curb Cut for Residential Driveways - Exceptions

4. BEST PRACTICE

One driveway approach will be permitted per lot frontage. A property may be accessed from an open, paved municipal alley.

The following residential driveway permit options are available:

4.1. Proposed Residential Driveway with an Existing or Proposed Single Car Garage or Carport

4.1.1 A driveway to a residence with a single car garage or carport shall not exceed a maximum curb cut or edge of pavement width of 4.5m (15ft) but no greater than 50% of the frontage width (AS-542-A).

4.1.2 A driveway to a residence on a cul-de-sac shall not protrude beyond the projected side yard property lines to said cul-de-sac.

4.2. Proposed Residential Driveway with an Attached Garage or Carport (two car or greater)

4.2.1 A driveway to a residence with a two car garage shall not exceed a maximum curb cut or edge of pavement width of 7.0m (23ft) but no greater than 50% of the frontage width (AS-542-A).

4.2.2 A driveway to a residence with a 3 or more car garage shall not exceed a maximum curb cut or edge of pavement width of 9.0m (30ft) but no greater than 50% of the frontage

4.2.3 A driveway to a residence on a cul-de-sac shall not protrude beyond the projected side yard property lines to a said cul-de-sac.

4.3. Proposed Residential Driveway on Corner Lot, see drawing AS-542-B

4.3.1 New driveways for homes on corner lots shall be constructed on the side of the house furthest from or opposite the intersection (AS-542-B). The new driveway shall be a minimum 11m (36ft) from the face of curb or edge of pavement of the intersecting street and be located on the lowest classified road.

4.3.2 A second driveway approach from a side street may be permitted only at the rear of the house and where a 5.5m (18ft) minimum clearance from property line on to private property is available, subject

to the approval of the City Engineer (AS-542). Driveway curb cut widths shall be determined as follows:

4.3.2.1 No Garage – maximum 4.5m (15ft)

4.3.2.2 One Car Garage – maximum 4.5m (15ft)

4.3.2.3 Two or Greater Car Garage – maximum 7m (23ft)

4.4. Proposed Residential Driveway with an Existing or Proposed Shared Driveway

4.4.1 Proposed New Shared Driveway – Construction of a new shared driveway for adjoining residential properties will not be permitted subject to reciprocal access agreement in form satisfactory to City Engineer/City Solicitor.

4.4.2 Reconstruction of an Existing Shared Driveway – An existing shared driveway serving two or more properties may be reconstructed as per its current dimensions provided a permit is issued for each property individually. The permit shall correspond to each property owner's portion of the common approach. If the driveway is reconstructed in concrete, a saw-cut is required along the extension of the property line, from back of curb or edge of pavement to property line.

4.4.3 Proposed New Driveway Location for Properties with an Existing Shared Driveway – A property with an existing shared driveway is permitted to construct a new driveway approach, in an alternative location, provided the following is satisfied:

- a) Sufficient proof is provided indicating adjoining properties do not have access rights over the portion of the existing shared driveway fronting the subject property.
- b) The new driveway shall comply with the current requirements of this Best Practice [BP2.2.1].
- c) Their portion of the existing shared driveway must be removed as only one driveway approach is permitted per property frontage.

4.5. Existing Driveways to be Re-Constructed

4.5.1 An existing driveway to be re-constructed requires a permit and shall comply with the current driveway requirement policy BP 2.2.1. An existing curb cut width may be maintained where the existing curb cut is deemed to be proper, at the discretion of the City Engineer. A proper curb cut may include, but is not limited to, one of the following situations:

- there is a permit for the existing driveway;
- the driveway approach or curb cut was constructed by the City of Windsor; or
- the curb cut is existing and there is no evidence, based on the review of the City's 2010 aerial map records that the curb cut has been altered in any way without the permission of the City.

4.6. Leadwalks Adjacent to Driveways

4.6.1 A maximum 1.2m (4ft) wide concrete leadwalk may be permitted in addition to, and may be constructed adjacent to a driveway, provided a curb cut is not provided for the leadwalk and the total width of the driveway and leadwalk does not exceed 50% of the frontage width.

4.6.2 Addition of concrete leadwalk adjacent to existing driveway to be permitted provided the following is satisfied:

- Leadwalk to be installed integral from the curb/edge of pavement or from back of sidewalk to the front face of the house, porch, or gate to rear yard.
- Existing driveway approach to be cut and full-depth isolation joint to be completed as per S-6 section 6.04.07.
- If an existing flare is present the flare must be removed to allow for the leadwalk.
- Leadwalk is not to be constructed for the intent of parking
- Width of leadwalk to be consistent from back of curb/sidewalk to a porch or side yard.

4.7. Exceptions, see drawing AS-542-D

- 4.7.1 Subject to the approval of the City Engineer, where unique circumstances require, a variance in these standards may be provided.
- 4.7.2 Where a driveway leads to a front yard parking space Best Practice BP2.2.2 shall apply.
- 4.7.3 Where a two car garage consists of two independent doors a driveway curb cut may be permitted equal to the width of the garage doors (including the door separation) plus 0.3m (1ft) on either side but no greater than 50% of the frontage width. (AS-542-D)
- 4.7.4 Where an alley is not maintained and the applicant does not wish to pave the alley at their own expense, access to the property for the use of parking will not be permitted from the alley.
- 4.7.5 On arterial roads, at the discretion of the City Engineer, flares may be added to an approach to a maximum of 1m per side as per AS-221 and AS-222. Driveway width cannot be widened in the future to match the curb cut size.

5. RELATED BEST PRACTICES

Front Yard Parking – BP2.2.2.

6. RELATED CITY SPECIFICATIONS

S-4 – Selected Granular Base Courses

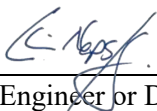
S-6 – Concrete Sidewalk and Driveway Approaches

S-9 – Concrete

S-10 – Hot Mix, Hot Laid Asphaltic Concrete

S-14 – Sodding and Topsoil

S-15 – Seeding Roadway Areas by Hydraulic Seeding and Mulch Cover Method

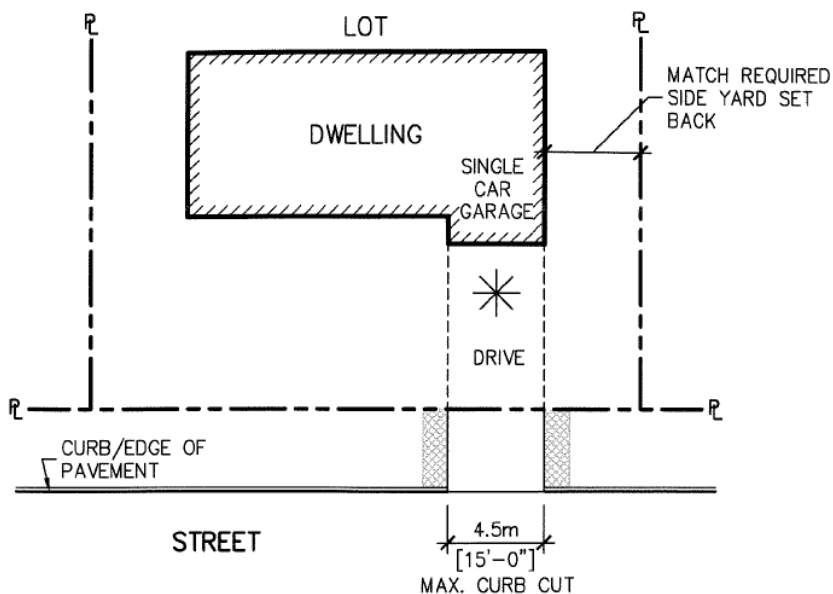


City Engineer or Designate

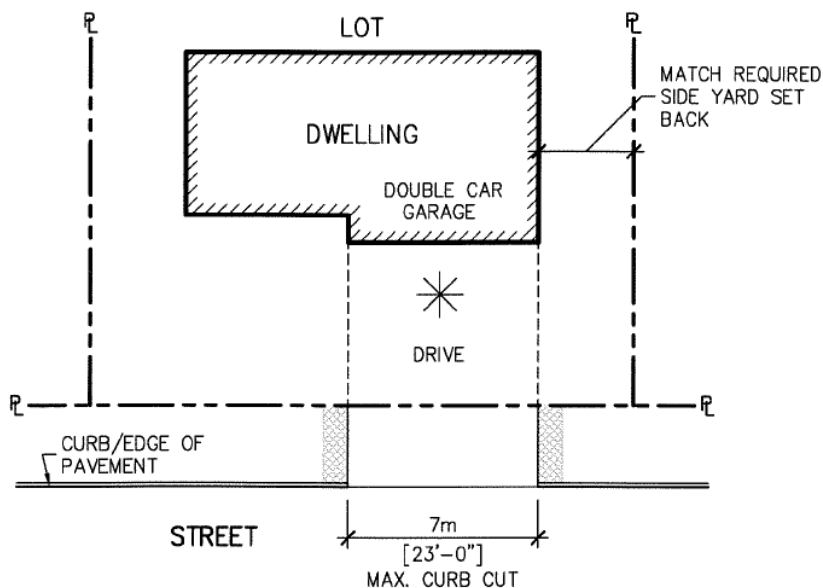
Attachments – AS-542-A; AS-542-B; AS-542-D

September 9/2022

Date



PROPOSED RESIDENTIAL DRIVEWAY WITH SINGLE CAR GARAGE OR CARPORT



PROPOSED RESIDENTIAL DRIVEWAY WITH GARAGE (TWO CARS OR GREATER)

NOTES:

1. NO RADIUS OR RAISED CURBS ON CITY RIGHT OF WAY. STRAIGHT FLARES ONLY.
2. NOTWITHSTANDING THIS DRAWING CURB CUT WIDTH SHALL NOT EXCEED 50% OF FRONTAGE WIDTH.

* DRIVEWAY PORTION ON PRIVATE PROPERTY IS TO COMPLY WITH AND BE APPROVED BY THE BUILDING DEPARTMENT AT THE CITY OF WINDSOR.

■ DRIVEWAY MUST HAVE A MINIMUM SEPARATION OF 0.9m (3') OF ANY VERTICAL OBSTRUCTION. ie. HYDRO POLE, FIRE HYDRANT, CABLE BOX, TREE, ETC.

CITY OF WINDSOR

ENGINEERING DEPARTMENT

Maximum Curb Cut For Residential Driveways with a Garage

DR'N BY: AJC, JL

DATE: JANUARY, 2011

REVISION: NOV, 2013

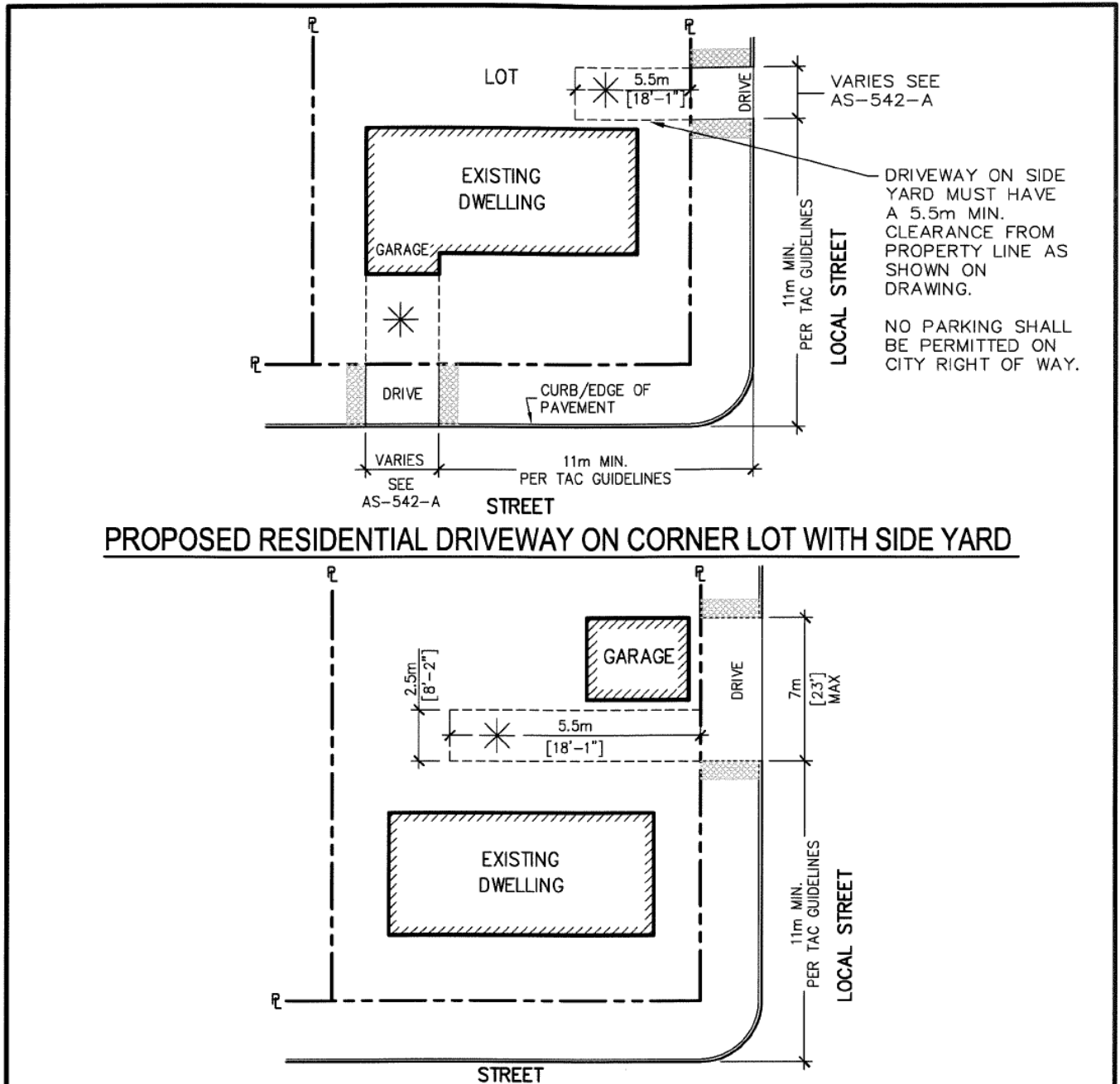
CH'KD BY: P. UBENE

CH'KD BY: SS

PASSED BY:


[Signature]
CITY ENGINEER


AS-542-A




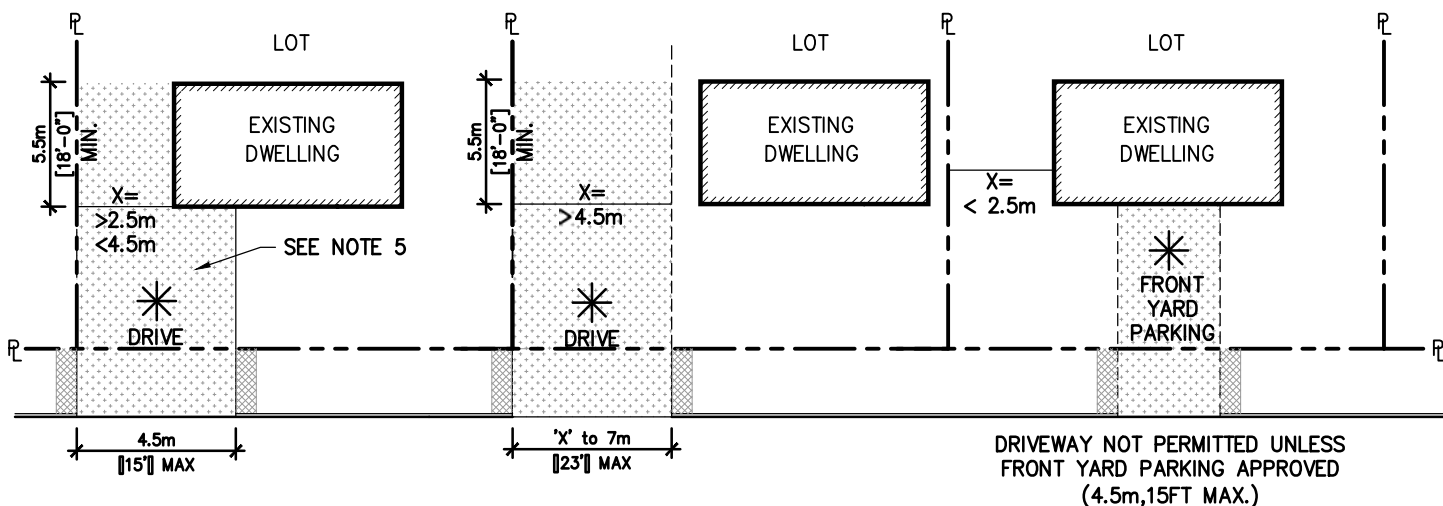
NOTES:

1. NO RADIUS OR RAISED CURBS ON CITY RIGHT OF WAY. STRAIGHT FLARES ONLY.
2. NOTWITHSTANDING THIS DRAWING, CURB CUT WIDTH SHALL NOT EXCEED 50% OF FRONTAGE WIDTH.
3. NEW DRIVEWAYS FOR HOMES ON CORNER LOTS SHALL BE CONSTRUCTED ON THE SIDE OF THE HOUSE OPPOSITE OF THE INTERSECTION.

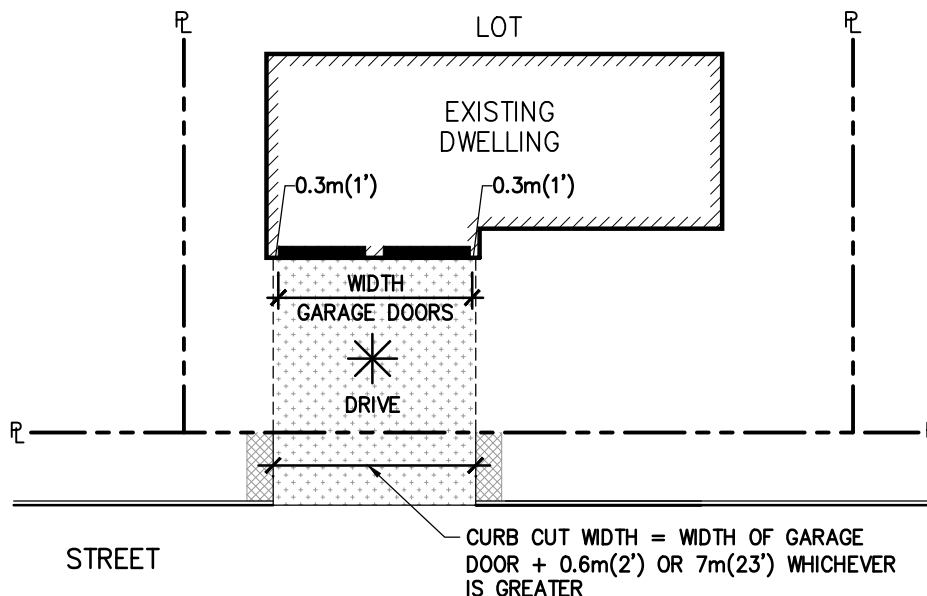
 DRIVEWAY PORTION ON PRIVATE PROPERTY IS TO COMPLY WITH AND BE APPROVED BY THE BUILDING DEPARTMENT AT THE CITY OF WINDSOR.

 DRIVEWAY MUST HAVE A MINIMUM SEPARATION OF 0.9m (3') OF ANY VERTICAL OBSTRUCTION. ie. HYDRO POLE, FIRE HYDRANT, CABLE BOX, TREE, ETC.

CITY OF WINDSOR	
ENGINEERING DEPARTMENT	
Maximum Curb Cut For Residential Driveways on Corner Lots	
DR'N BY: AJC,JL	DATE: JANUARY, 2011
REVISION: NOV, 2013	CH'KD BY: P. UBENE
CH'KD BY: SS	PASSED BY:
	
CITY ENGINEER	AS-542-B



DRIVEWAY TO SIDE YARD / GARAGE IN REAR



SEPARATE GARAGE DOORS

NOTES:

1. NO RADIUS OR RAISED CURBS ON CITY RIGHT OF WAY. STRAIGHT FLARES ONLY.
2. NOTWITHSTANDING THIS DRAWING, CURB CUT WIDTH SHALL NOT EXCEED 50% OF FRONTAGE WIDTH.
3. ONE ACCESS IS PERMITTED PER LOT FRONTAGE. A PROPERTY MAY BE ACCESSED FROM AN OPEN, PAVED MUNICIPAL ALLEY.
4. NEW DRIVEWAYS FOR HOMES ON CORNER LOTS SHALL BE CONSTRUCTED ON THE SIDE OF THE HOUSE OPPOSITE OF THE INTERSECTION.
5. ANY PORTION OF DRIVEWAY THAT DOES NOT EXTEND 18FT INTO SIDE YARD IS TO COMPLY WITH FRONT YARD PARKING REQUIREMENTS.

DRIVEWAY PORTION ON PRIVATE PROPERTY IS TO COMPLY WITH AND BE APPROVED BY THE BUILDING DEPARTMENT AT THE CITY OF WINDSOR.

DRIVEWAY MUST HAVE A MINIMUM SEPARATION OF 0.9m (3') OF ANY VERTICAL OBSTRUCTION. ie. HYDRO POLE, FIRE HYDRANT, CABLE BOX, TREE, ETC.

CITY OF WINDSOR

ENGINEERING DEPARTMENT

EXCEPTIONS

DR'N BY: AJC,JL,BC,AC,SS DATE: JANUARY, 2011

REVISION: AUG, 2022 CH'KD BY: P. UBENE

CH'KD BY: AK PASSED BY:

CITY ENGINEER

AS-542-D

1. SUBJECT FRONT YARD PARKING**2. DEFINITIONS**

Front yard parking – Paved area that provides a single parking space located in the front yard of an existing dwelling.

3. DRAWINGS

AS-542-C – Front Yard Parking

AS-542-A – Maximum Curb Cut for Residential Driveways with No Garage, Single & Double or More Car Garages

AS-542-B – Maximum Curb Cut for Residential Driveways on Corner Lots

AS-221 – Residential Drive – Asphalt

AS-222 – Residential Drive – Concrete

4. BEST PRACTICE

The following residential driveway options are available:

1. A driveway for a front yard parking space shall not exceed a maximum curb cut or edge of pavement width of 4.5m (15') (in accordance with AS-542-C).
2. A front yard parking space and driveway is required to be hard surfaced within twelve (12) months from the issuance of a driveway permit.
3. A minimum distance of 5.5m (18') in length and 2.5m (8') in width is required to create one parking space. Where insufficient area is available for the parking space to be entirely on private property, this space may extend into the right-of-way, however, shall commence at the front face of dwelling without any obstruction of the sidewalk.
4. Approval by the Building Department and compliance with the zoning by-law are required for front yard parking to be permitted.
5. Front yard parking is permitted where existing side yard widths are less than 2.5m (8').
6. Front yard parking is permitted where no other parking is or may be made available on site. (for example from a paved alley)

5. RELATED BEST PRACTICES

Driveway Requirement Policies – BP2.2.1

Alley Access – BP2.3.2

6. RELATED CITY SPECIFICATIONS

S-4 - Selected Granular Base Courses

S-6 – Concrete Sidewalk and Driveway Approaches

S-9 – Concrete

S-10 – Hot Mix, Hot Laid Asphaltic Concrete

S-14 – Sodding and Topsoil

S-15 – Seeding Roadway Areas by Hydraulic Seeding and Mulch Cover Method

Mario Sonego
City Engineer or Designate

January 2, 2014
Date

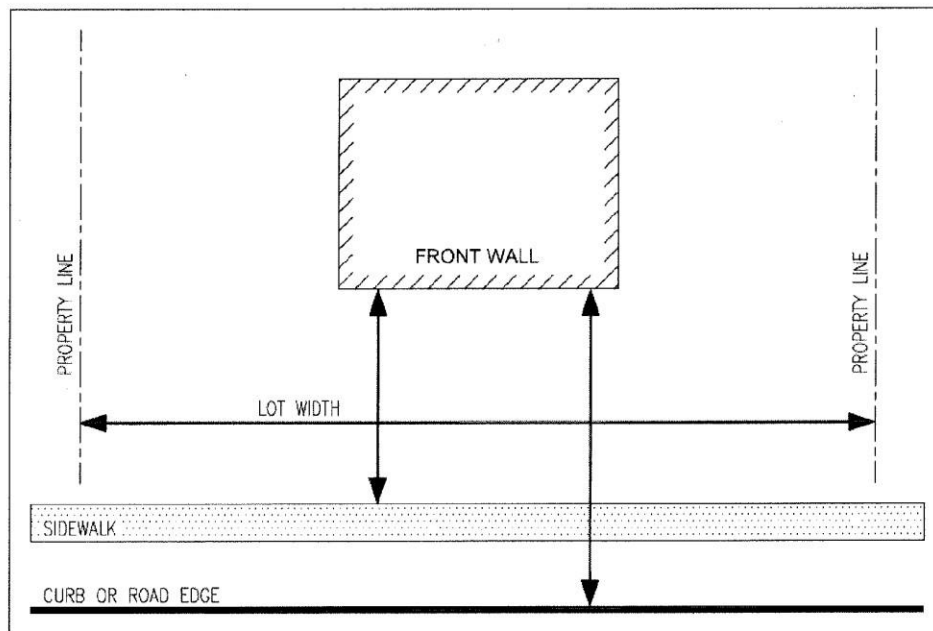
Attachments – By-law 92-2003 information, AS-542-C



THE CORPORATION OF THE CITY OF WINDSOR ENGINEERING – DEVELOPMENT & GEOMATICS DRIVEWAY APPROACHES – FRONT YARD PAVING

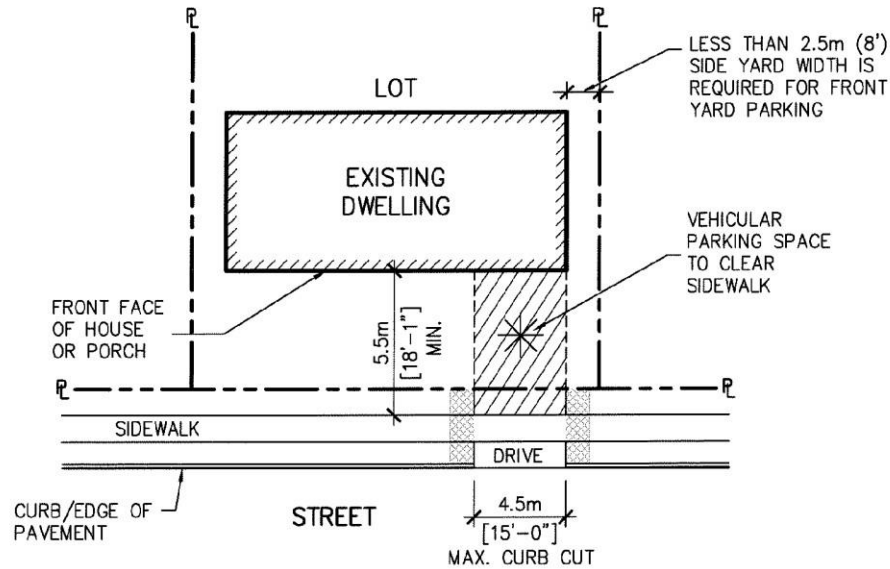
According to By-law 92-2003, the following conditions will apply to front yard paving where the purpose is other than the standard side yard driveway and garage access:

- The pavement must be one (1) metre from any above ground utilities structure (i.e. fire hydrants, pedestals, light poles, etc)
- Must pave your driveway AND approach within 12 months – extensions to be considered separately
- Interlocking brick must have a 12" (30.5 cm) base of stone
- Full depth black expansion joints apply at the curb/sidewalk
- Corner lot properties cannot be paved at radius of curb on road
- If pavement is within one (1) metre of the base of a tree, you must contact Parks and Forestry at 253-2300 for approval
- Any deviation from the permit requirements must be made with an approved dimensioned site plan and brought to the Building Department (4th Floor). See diagram below for example of site plan information
- Inspection required – 255-6257
 - Must call for base inspection **BEFORE** pouring or paving
 - Please allow one (1) day notice for inspection
 - Call for final inspection when complete – forms removed, saw-cuts complete, backfill levelled.
- All concrete within the right-of-way must have a broomed or non-slip finish
- When cleanout is located in driveway, City recommends a cast iron cleanout cap be used
- Subject to re-inspection fee
- 45 days after final inspection is approved, indemnity deposit refunded by mail



Updated November 25, 2013

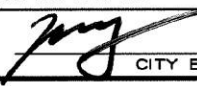
City of Windsor • 350 City Hall Square West • Windsor, ON • N9A 6S1 • www.city.windsor.on.ca



PROPOSED FRONT YARD PARKING FOR RESIDENTIAL DRIVEWAY

NOTES:

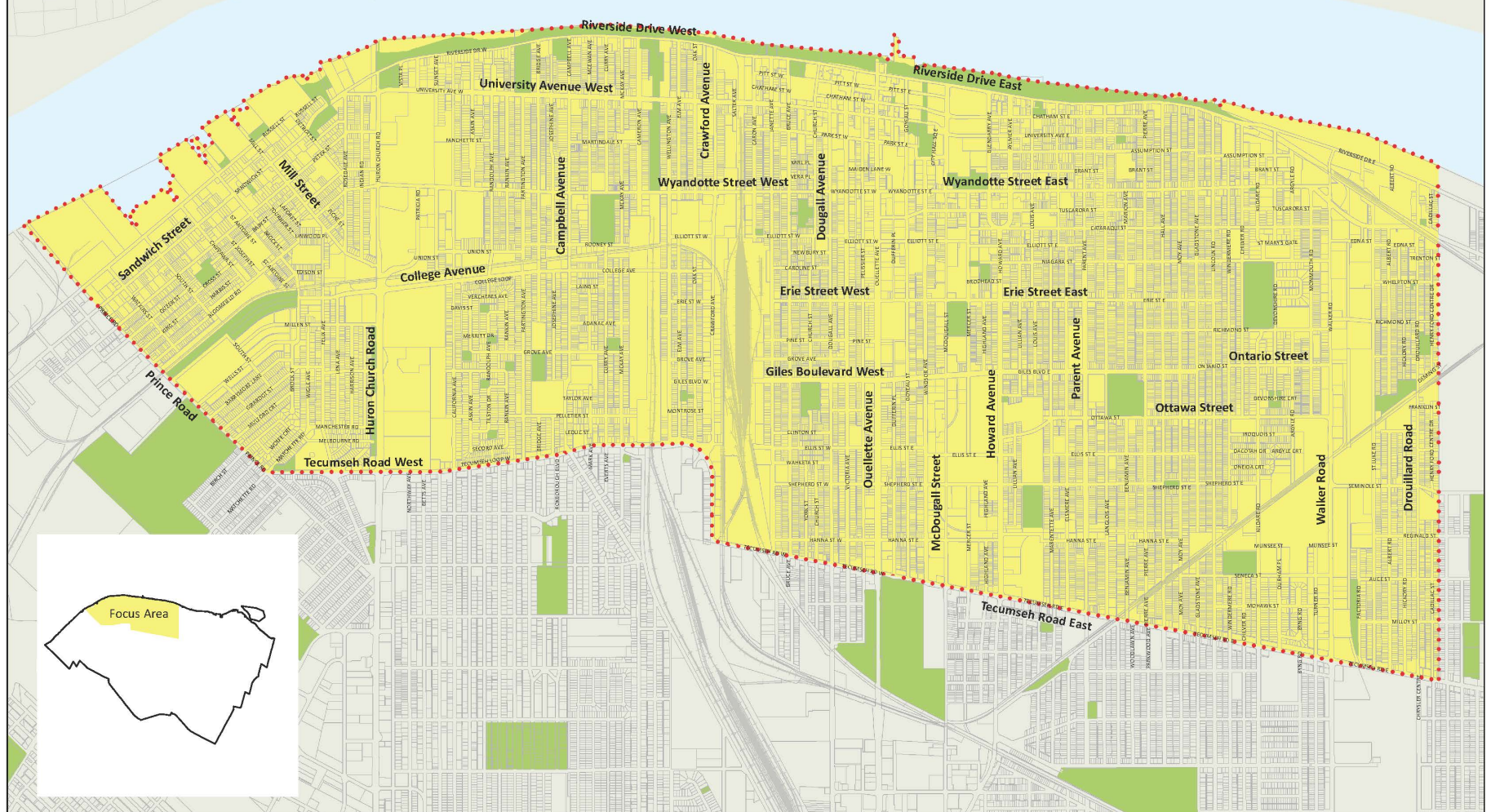
1. NO RADIUS OR RAISED CURBS ON CITY RIGHT OF WAY. STRAIGHT FLARES ONLY.
 2. NOTWITHSTANDING THIS DRAWING CURB CUT WIDTH SHALL NOT EXCEED 50% OF FRONTAGE WIDTH.
- * DRIVEWAY PORTION ON PRIVATE PROPERTY IS TO COMPLY WITH AND BE APPROVED BY THE BUILDING DEPARTMENT AT THE CITY OF WINDSOR.
- DRIVEWAY MUST HAVE A MINIMUM SEPARATION OF 0.9m (3') OF ANY VERTICAL OBSTRUCTION. ie. HYDRO POLE, FIRE HYDRANT, CABLE BOX, TREE, ETC.

CITY OF WINDSOR	
ENGINEERING DEPARTMENT	
Front Yard Parking For Residential Driveways	
DR'N BY: AJC, JL	DATE: JANUARY, 2011
REVISION: DEC, 2013	CH'KD BY: P. UBENE
CH'KD BY: SS	PASSED BY:
 CITY ENGINEER	
AS-542-C	

Secondary Residential Units: Exempt Areas

Legend

- Area Where Additional Parking Space is Not Required to Create a Second Residential Unit



Subject: Additional Information Memo to Report # S 150/2023 – CQ-13-2023 – Front Yard Parking Best Practice 2.2.2. – City Wide

Reference:

Date to Council: July 31, 2024

Author: Adam Pillon

Manager of Right-of-Way

(519) 255-6257 Ext. 6612

apillon@citywindsor.ca

Right-of-Way - Engineering

Report Date: July 12, 2024

Clerk's File #: ST2024

To: Environmental, Transportation & Public Safety Standing Committee

Additional Information:

This memo provides additional information as requested by Councillor Mark McKenzie under CR11/2024, “to provide more options to amend the by-law regarding front yard parking within residential districts near business districts”.

Subsequent to the meeting of Council, Administration met with internal departments and peer municipalities to discuss the request and potential options to address residential districts near business districts and below are the resulting recommendations:

Option 1: Residential On-Street Parking Passes

Residential neighbourhoods looking to obtain access to parking over and above their existing rear accessed alley parking space(s), can submit a “Request for Residential On-Street Parking Passes”. Through this process, a comprehensive review of the surrounding neighbourhood will be completed to ensure parking issues would not be shifted to an adjacent street as a result. If approved, this would provide exclusive on-street parking to residents living in the area, thus eliminating concerns of visitors utilizing this parking to access neighbouring business districts. The following information is available online in further detail and should be reviewed prior to initiating the process:

1. 95% community support is required.
2. Annual permit renewals and the associated fees are applicable.

3. Quantity limitations - two (2) residential vehicle permits per property and one (1) additional visitor permit

Option 2: Referral to the Ad Hoc Alley Standards Committee

On May 27th, Council approved CR236-2024, which established the need for an internal team to identify all paved alleys and classify them in an effort to help guide the prioritization of future actions, including maintenance and enforcement. Based on the priority level identified for alley maintenance, a set of enhanced enforcement standards are currently being developed by the resulting Ad Hoc Alley Standards Committee.

Administration recommends that where there is a concern with the specific condition and/or maintenance of a paved alley, that the newly created Ad Hoc Alley Standards Committee review and provide recommendations based on criteria such as usage, condition, and other relevant characteristics.

The options identified above align with existing Community Improvement Plans such as Sandwich, Ford City and Downtown, which support the maintenance of alleys as alternative pedestrian and bike routes.

Section 8.7.2 (d) - Policies of the Official Plan “Encourages the creation of attractive residential streetscapes through architectural design that reduces the visual dominance of front drive garages, consideration of rear lanes where appropriate, planting of street trees and incorporation of pedestrian scale amenities. (added by OPA #60–05/07/07-B/L85-2007 – OMB Decision/Order No.2667, 10/05/2007)”. This would all be compromised if front yard parking were to be permitted in these areas.

The recently implemented additional dwelling unit (ADU) policies do not require additional parking for second and third units (1st and 2nd ADUs). Despite this, from a practical perspective, the increased presence of ADUs in residential neighbourhoods with alleys is likely to result in requests for additional parking spaces both off the alley and in the front yard (if permitted) to accommodate the residents in the additional units. In addition to the concerns raised in report S150/2023, this would increase the impervious surface for such properties, resulting in additional stormwater runoff to the adjacent sewers. While the impact of one property on the sewer system may be negligible, the cumulative impact of ADU's and additional parking spaces throughout a large area may affect the capacity of the existing sewer network.

Administration has reached out to several Ontario municipalities to discuss specific front yard parking restrictions for residential properties with paved rear alleys, adjacent to Business Districts. While the feedback was limited, no responding Municipalities have exceptions listed in their Driveway Standards or Best Practices for residential properties near Business Districts.

Municipality	Notes
Aurora	<ul style="list-style-type: none"> • Permits front yard parking where parking at the rear is not permitted or available. • Does not have residential street parking passes in areas close to business districts. • If on street parking is available, residents are to utilize it.
Brant	<ul style="list-style-type: none"> • Residential properties are only permitted one entrance per property. • If there is alley access to the rear, front yard parking is not permitted.
Whitby	<ul style="list-style-type: none"> • If there is a paved alley, front yard driveways are not permitted.

Amending City by-laws or Best Practices to accommodate front yard parking, where paved alleys already provide access to these properties, is in conflict with the intent of the Ad Hoc Alley Standards Committee. Administration does not recommend taking such action, as the concerns raised in report S 150/2023 are not addressed through such amendments.

Consultations:

Andrew Lewis - Field Services Coordinator, Operations

Marc Ladouceur - Enforcement Administrator, Operations

Shawna Boakes - Executive Director, Operations

Roberta Harrison - Maintenance Coordinator, Operations

Kevin Alexander - Planner III Special Projects, Planning

Approvals:

Name	Title
Adam Pillon	Manager of Right-of-Way
Stacey McGuire	Executive Director Engineering/Deputy City Engineer

Name	Title
Mark Winterton	Commissioner, Infrastructure Services/City Engineer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Second Additional Information Memo to Reports S-150/2023 & AI-15/2024 – CQ-13-2023 – “Front Yard Parking Best Practice 2.2.2.” – City Wide

Reference:

Date to Council: November 25, 2024

Author: Amy Olsen

Technologist III

(519) 255-6257 ex 6562

aolsen@citywindsor.ca

Engineering

Report Date: November 7, 2024

Clerk's File #: ST2024

To: Mayor and Members of City Council

Additional Information:

As a result of Decision Number ETPS 1028 CR11/2024 ETPS972, THAT the report of the Technologist II, dated November 9, 2023, entitled “CQ 13-2023 - Front Yard Parking Best Practice 2.2.2” BE RECEIVED for information; and, THAT administration BE DIRECTED to adopt a pilot project in Ward 4 for a period of two years related to accessible parking and front yard parking, this memo provides supplemental information with respect to the adoption and impacts of a two-year front yard parking pilot program in Ward 4.

Engineering Considerations

The average lot width in Ward 4 is approximately 30-feet by 110-feet, totaling 3,300 square feet. Under current City best practices, residents with front yard parking are required to pave up to the front of their house with a maximum curb cut of 15-feet. As a result, allowing front yard parking on eligible lots could increase the hard surface on the average property and the adjacent right-of-way by roughly 300 square feet (10 percent per driveway permitted). Given that each on-street parking space requires 19-feet, the cumulative impact resulting from the introduction of front yard parking in Ward 4 has the potential to lead to reductions in available on-street parking. Specifically, for every property that creates a front yard parking space, up to two (2) on-street parking spaces may be lost.

Although a front yard parking pilot program in Ward 4 could be implemented to provide residents exclusive on-site parking, it should be noted that these driveways will become permanent infrastructure as they cannot practically be removed at the end of the pilot

period. As such, careful consideration must be given to the implications of allowing additional driveways under a two-year pilot program.

Appendix A provides a case study representing a typical street (Hall Ave) in Ward 4 and the potential impacts of front yard parking on existing on-street parking spaces. Under scenario 1, the creation of 13 private front yard driveway spaces will result in the loss of 14 on-street parking spaces that would otherwise be available for use by the entire neighbourhood. In scenario 2 (worst-case scenario), the loss of on-street parking is increased to 18 of the currently 21 available on-street parking spaces, as it is unlikely that neighbours will work collectively to optimize driveway spacing on the street.

The Traffic Department has advised that of the 144 Personal Accessible Parking (PAP) permits currently issued within the City of Windsor, roughly 30 percent or 42 accessible spaces reside in Ward 4. While these spaces are placed as close to the requesting residence as possible, new driveways constructed as a result of this pilot program could require relocation of an existing PAP space, presumably at a greater distance from the original location. PAP spaces take priority over general on-street parking and this repositioning would likely result in the further loss of standard parking spaces.

Planning Considerations

The Walkerville Theming and Districting Plan (2022) was developed to reshape Walkerville into a more interconnected, pedestrian-friendly community that honours its heritage through improved public spaces, sustainable green infrastructure and thematic wayfinding systems. Additionally, the ongoing Walkerville Heritage & Conservation District Study (WHCD) is in its initial phase and expected to be finalized in the first quarter of 2025, with a public engagement session planned for late November 2025. The WHCD highlights the public realm as a vital heritage feature, and if the Council chooses to advance with a Heritage Conservation District Plan and Guidelines (Phase 2), comprehensive policies and regulations will be established to effectively manage development within the district.

For the requested front yard parking Ward 4 pilot program to proceed, at a minimum, section 20(1) 267 of Zoning By-law 8600 would have to be amended to allow a front yard parking permit to be issued within the Walkerville Heritage Area. The timeline for a Zoning By-law Amendment is 6-8 months. Policies in the City of Windsor Official Plan may also have to be amended, which would add 2-3 months to the timeline depending on the supporting information that is required to accompany the proposed amendments.

Council approved an exemption from the requirement to provide on-site parking for Additional Dwelling Units (ADUs) anywhere north of Tecumseh Road as part of Windsor's ADU policy and zoning framework based on the narrow lot patterns in much of the older part of the City, walkability and availability of transit service. The area south of Tecumseh Road generally has wider lots with side driveways that facilitate tandem parking. ADUs proposed south of Tecumseh Road must provide one additional off-street parking space (i.e. total of two) where either one or two ADUs are proposed. The *Planning Act* does not provide authority for municipalities to require off-site parking for a second ADU.

If directed by Council, Planning will review the ADU parking exemption area north of Tecumseh Road, which stretches from Prince Road to Henry Ford Centre Drive / Cadillac Street.

Urban Tree Canopy Considerations

The Urban Tree Canopy Assessment Report (2020) indicates that the overall Urban Tree Canopy (UTC) in Windsor is 19% and the UTC varies across the wards from 10% to 32%. The UTC in Ward 4 stands at 20% where trees cover about 158 hectares out of the total 799 hectares. It should be noted that a substantial number of the trees in the Ward are in spaces where individuals might want to locate a driveway. As such, for the benefit of Ward-level and Citywide UTC, there should be continuous limits to the development of driveways.

Additionally, the City needs to continue to plant, at a minimum, 2200 trees per year to maintain present UTC. This planting requires substantial planting spaces, part of which is attained by planting on City ROWs. One of the objectives of the City for Canopy Cover is to improve our Canopy Cover above 19%. This requires optimizing the use of available potential planting areas (PPAs). Any act that will further fragment and/or reduce our PPAs should be discouraged.

Amendments Required for a Ward 4 Pilot Program

Should Council elect to approve this pilot program, the following amendments are required to allow residents of Ward 4 to apply for and obtain driveway permits, regardless of the presence of a paved alley, prior to implementation:

1. Front Yard Parking Best Practice 2.2.2.
2. Zoning By-law 8600
3. City of Windsor Official Plan
4. Heritage Alteration Permit (for some properties designated under the *Ontario Heritage Act*)

Consultations:

Neil Robertson – City Planner

Greg Atkinson – Deputy City Planner - Development

Bill Kralovensky – Coordinator, Parking Services

Yemi Adeyeye – City Forester/Manager, Forestry and Natural Areas

Approvals:

Name	Title
Adam Pillon	Manager of Right-of-Way

Name	Title
Stacey McGuire	Executive Director Engineering/Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services/City Engineer
Jelena Payne	Commissioner, Economic Development
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
List provided to Clerks office.		

Appendices:

Appendix A – Ward 4 Front Yard Parking Overview

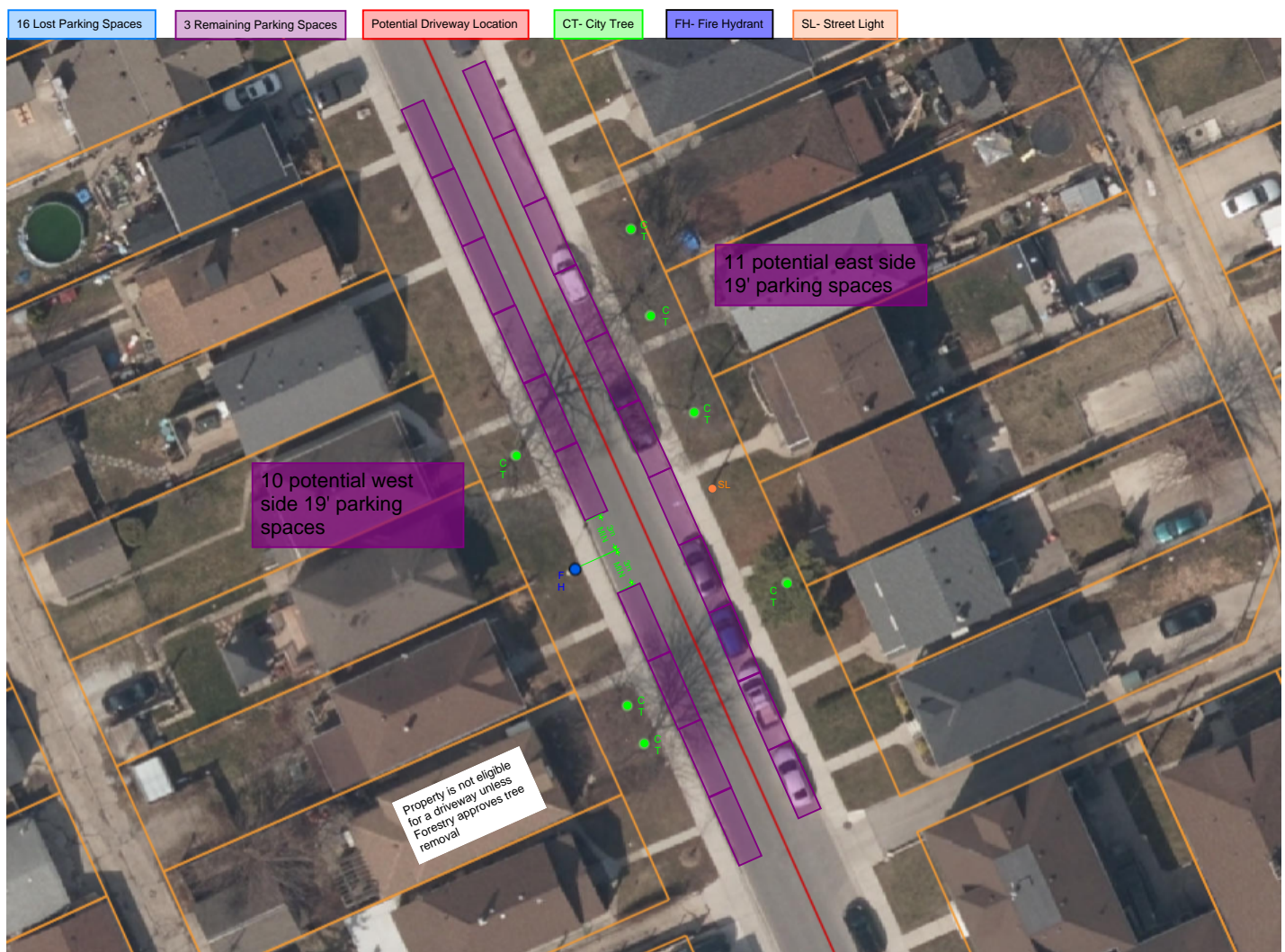
Appendix A

Front Yard Parking Pilot Program

Ward 4

Current Parking Situation

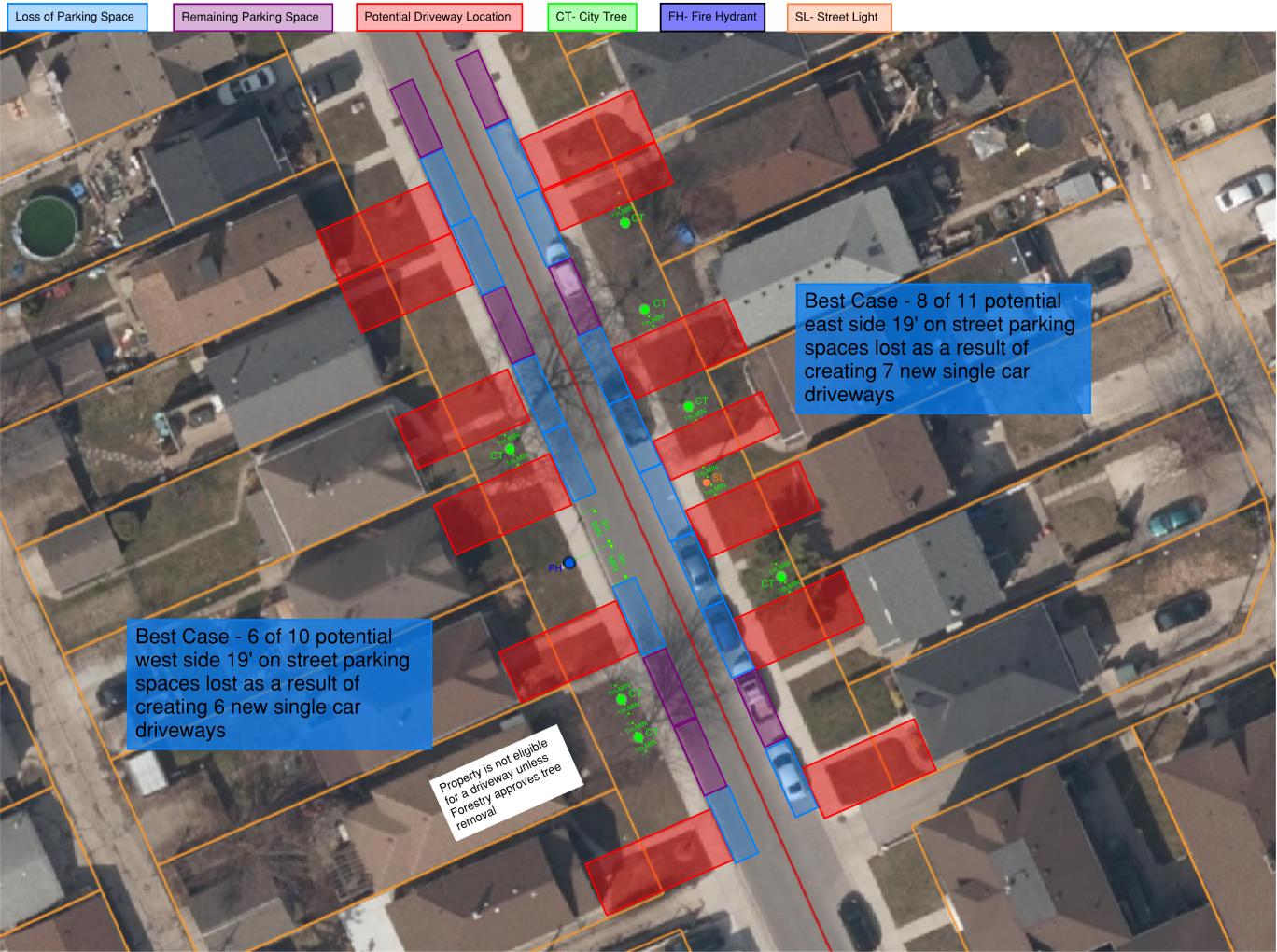
In Ward 4, many properties have access to paved alleyways that provide rear on-site parking for 3+ vehicles (depending on their frontage width). In the below example, 13 of the 14 properties would be eligible to take advantage of front yard parking; however, due to the presence of two City trees, one property would require further consultation with the Forestry Department, as this would limit their eligibility without considering tree removal, further complicating the situation.



Potential Impacts

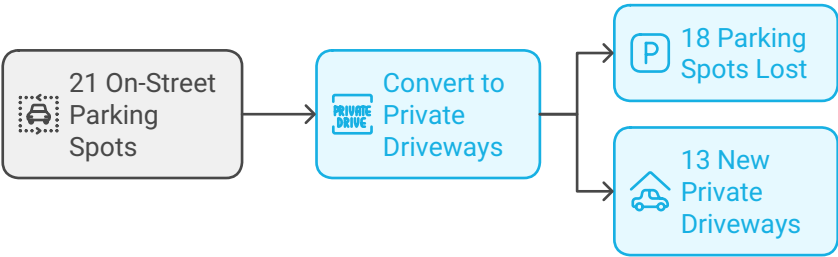
Scenario 1:

Understanding that residents are unlikely to coordinate their driveway configurations with neighbouring properties, the image below depicts a "best-case" scenario with the placement of four new driveways abutting each other. Introducing 13 new single car exclusive front yard driveways to this block would result in the loss of 14 on street parking spaces out of the 21 currently in place.



Scenario 2:

The "worst-case" scenario (shown below) indicates the potential for this block to lose up to 18 of the 21 available on-street parking spaces, severely limiting parking options for those who currently use on-street parking. This does not take into account any existing or future Accessible Parking Permits, which would further reduce the general on-street parking availability within this block.



Subject: Third Additional Information Memo to Reports S-150/2023, AI-15/2024, & AI-20/2024 - CQ 13-2023 - Front Yard Parking Best Practice 2.2.2. - Ward 4

Reference:

Date to Council: June 9, 2025
Author: Amy Olsen
Supervisor, Right-of-Way
(519) 255-6257 Ext. 6562
aolsen@citywindsor.ca
Right-of-Way – Engineering
Report Date: 5/20/2025
Clerk's File #: ST2023 & ST2025

To: Mayor and Members of City Council

This third Additional Information Memo has been created as a result of the November 25th, 2024 Deferral, moved by Councillor McKenzie, to allow for the Walkerville Heritage Conservation District meeting(s) to take place and provides further clarification on the implementation process and parameters if Council elects to create a Ward 4 Front Yard Parking two-year pilot program. This memo should be read in conjunction with S-150/2023, AI15/2024 and AI-20/2024.

Background:

The following list summarizes reports that have been brought forward to Council as a result of CQ-13/2023:

S-150/2023 – Response to CQ 13/2023 - “Asks Administration re-examine the Driveway Requirement Policy regarding BP2.2.2 which deals with not allowing front parking, as well as the Official Plan to allow front driveways with report back to Council.” This report provided information from Administration city wide on the impacts of allowing Front Yard Parking where it is currently not permitted.

To ETPS – November 29, 2023 – Carried under ETPS 972.

To Council – January 15, 2024 - Referred back to Administration under CR11/2024 ETPS 972 “to provide more options to amend the by-law regarding front yard parking within residential districts near business districts”.

AI-15/2024 - This memo provided additional information as requested by Councillor Mark McKenzie under CR11/2024, “to provide more options to amend the by-law regarding front yard parking within residential districts near business districts”.

Subsequent to the meeting of Council, Administration met with internal departments and peer municipalities to discuss the request and potential options to address residential districts near business districts and provided two options.

To ETPS – July 31, 2024 - Deferred under CR11/2024 ETPS 972 to a future meeting to allow all members of the committee to be in attendance.

To ETPS – September 25, 2024 - Directed Administration to adopt a pilot project in Ward 4 for a period of two years related to accessible parking and front yard parking.

AI-20/2024 - This memo provided supplemental information with respect to the adoption and impacts of a two-year front yard parking pilot program in Ward 4.

To Council – November 25, 2024 - Deferred under CR501/2024 ETPS 1028 CR11/2024 ETPS972 to a future meeting of City Council to allow for the previously scheduled meeting(s) of the Walkerville Heritage Conservation District to take place.

Discussion:

Should Council direct Administration to implement a Ward 4 Front Yard Parking Pilot Program, the following options have been considered to be feasible:

Option A (Recommended): Approve the Ward 4 Front Yard Parking two-year Pilot Program, **excluding the Walkerville Heritage Area** bound by Walker Road to the east, Ottawa Street to the south, Lincoln Road to the west and Riverside Drive to the north. This option would not require Official Plan and Zoning By-Law Amendments to be approved by Council prior to the implementation of the Pilot Program. In this scenario however, any residents within the Walkerville Heritage Area must submit Official Plan and Zoning By-Law amendment applications, in order to be considered for Front Yard Parking.

Option B: Approve the Ward 4 Front Yard Parking two-year Pilot Program, **including the Walkerville Heritage Area** bound by Walker Road to the east, Ottawa Street to the south, Lincoln Road to the west and Riverside Drive to the north. This will require an Official Plan and Zoning By-Law Amendment prior to implementation of the two-year Ward 4 pilot program.

Planning Considerations

The Planning Department has advised that Official Plan and Zoning By-Law Amendments are **not** required if the Walkerville Heritage Area is left out of this Pilot Program, provided all Official Plan concerns and applicable zoning provisions, including those listed in this section are followed.

To obtain a Front Yard Parking permit in the Walkerville Heritage Area, an Official Plan Amendment and Zoning Bylaw Amendment are required.

The Official Plan currently states:

*FRONT YARD PARKING FOR LOW PROFILE HOUSING (Policy 8.11.2.22)
Council will limit the construction of parking spaces in the required front yards of dwellings, in order to protect the aesthetic character of older residential neighbourhoods, ensure the availability of on-street public parking, ensure unhampered pedestrian movement within the public right-of-way and prevent harm to boulevard trees. (amended by OPA #29 – 05/01/03)*

The Zoning By-Law currently states:

24.26 LOCATION OF PARKING, VISITOR PARKING OR ACCESSIBLE PARKING SPACES

(.6) For the lands bound by the Detroit River to the north, Walker Road to the east, Ottawa Street to the south and Lincoln Road to the west (identified as the Walkerville Heritage Area on Schedule G: Civic Image of the City of Windsor Official Plan – attached as Appendix A) a parking space, visitor parking space or accessible parking space is prohibited in a front yard, except for any parking space, visitor parking space or accessible parking space existing in a front yard before September 15, 2010.

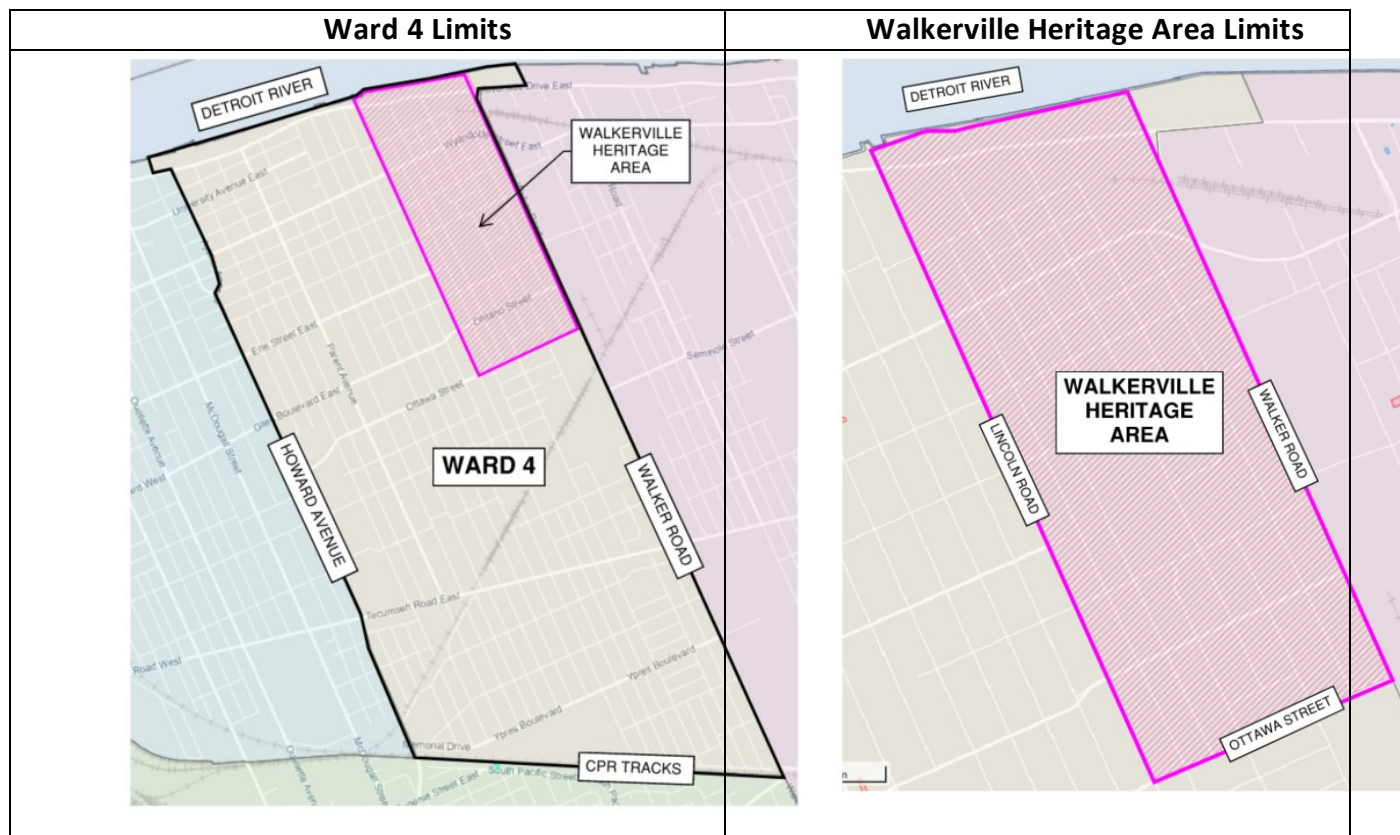
24.28.1 IN ANY RESIDENTIAL DISTRICT:

(.3) For a single-unit dwelling, semi-detached dwelling, duplex dwelling or townhome dwelling unit, the total area of the required front yard occupied by a hard surface for the purpose of a walkway, driveway, access area or a parking space or any combination thereof cannot exceed:

*(.1) for a lot having a width of 9 m or greater: 50% of the required front yard area;
or*

(.2) for a lot having a width of less than 9 m: 50% of the required front yard area plus 5% for each 1 metre decrease in lot width below 9 m to a maximum of 70% of the required front yard area.

(.5) All driveways, access areas and parking spaces, shall be paved and maintained with a hard surface consisting of paving brick or block, asphalt, concrete or any combination thereof.



Engineering Best Practice BP2.2.2 Amendments

For the duration of the two-year Pilot Program, *Engineering Best Practice BP2.2.2 - Front Yard Parking* will be amended to include an exemption for Ward 4 residents in accordance with the option chosen should Council elect to proceed with the Pilot Program. Further amendments to *Engineering Best Practice BP2.2.2 - Front Yard Parking* will be required if this change is fully implemented in the future and will be addressed in a report to Council following the completion of the Pilot Program.

Consultations:

Neil Robertson – City Planner

Jason Campigotto – Deputy City Planner, Growth

Bill Kralovensky – Coordinator, Parking Services

Conclusion:

Should Council elect to implement the two-year Ward 4 Pilot Program, the program should be based on Option A as outlined in this memo and Administration be directed to report back to Council in two years on the outcome of the pilot program.

Approvals:

Name	Title
Adam Pillon	Manager of Right-of-Way
Stacey McGuire	Executive Director Engineering/Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Jelena Payne	Commissioner, Economic Development
Ray Mensour	Chief Administrative Officer

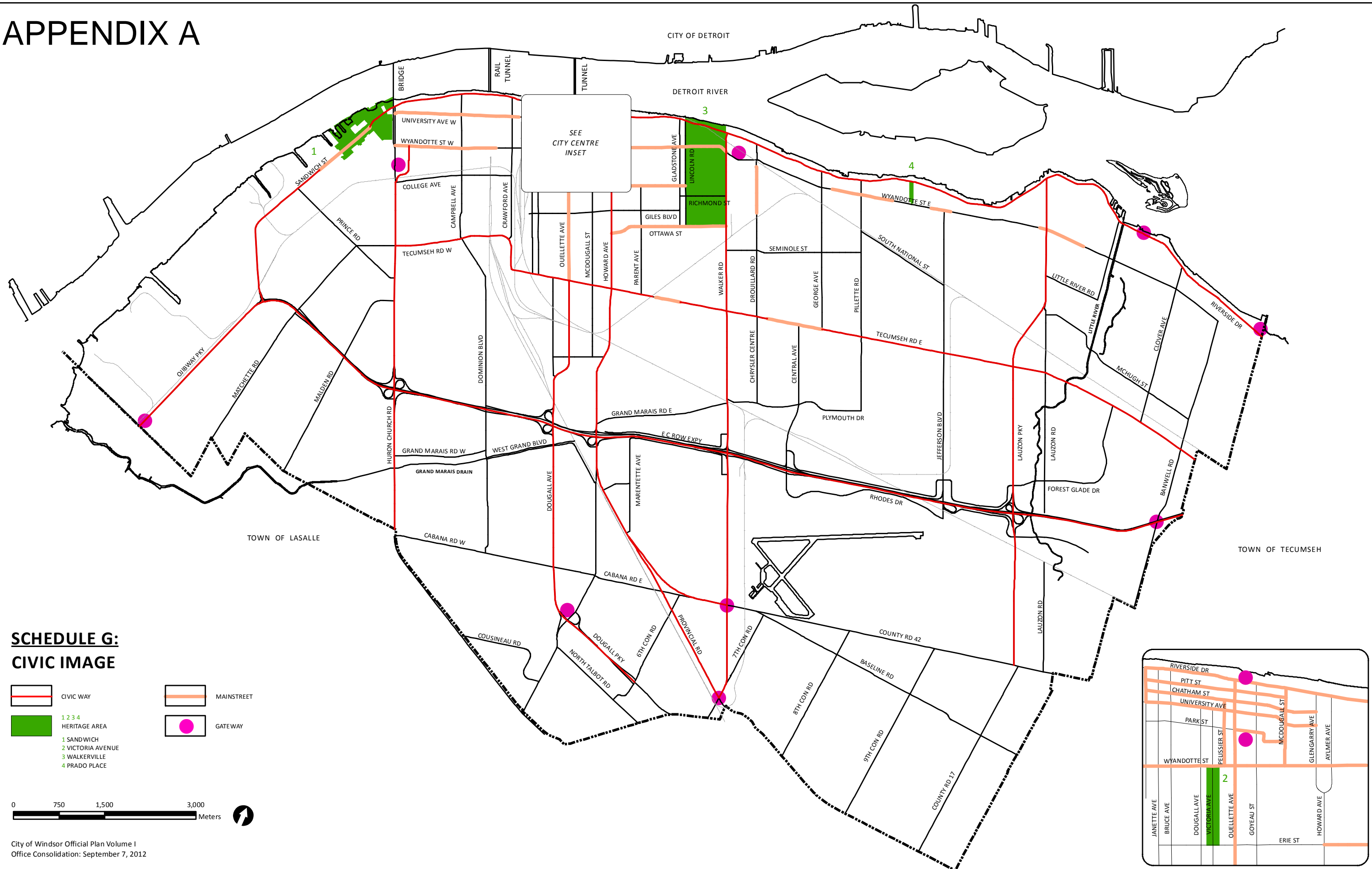
Notifications:

Name	Address	Email
List of Residents sent to Council Services		

Appendices:

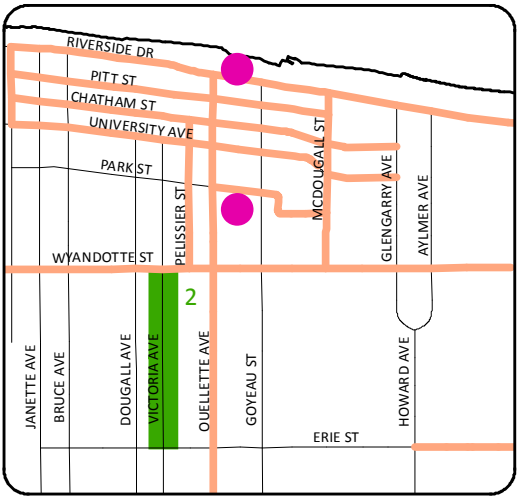
- 1 Appendix A - Schedule G: Civic Image of the City of Windsor Official Plan

APPENDIX A



SCHEDULE G:
CIVIC IMAGE

- CIVIC WAY
 - MAINSTREET
 - 1 2 3 4 HERITAGE AREA
 - GATEWAY
- 1 SANDWICH
2 VICTORIA AVENUE
3 WALKERVILLE
4 PRADO PLACE



CITY CENTRE INSET

Subject: 2025 Corporate Asset Management Plan

Reference:

Date to Council: June 9, 2025

Author: Natasha Gabbana

Senior Manager, Asset Planning

ngabbana@citywindsor.ca

519-255-6100 ext. 6111

Asset Planning

Report Date: 5/13/2025

Clerk's File #: SPL/14801

To: Mayor and Members of City Council

Recommendation:

- I. THAT City Council **ENDORSE** and **APPROVE** the attached 2025 Corporate Asset Management Plan for the City of Windsor, inclusive of the Proposed Levels of Service, which has been developed in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal Infrastructure; and,
- II. THAT City Council **RECONFIRM** the current Asset Management Plan Levy of 1.16% and the current Local Residential Roads Levy of 0.25% through 2026, as previously supported; and,
- III. Whereas on February 21, 2025, the 2025 Budget was deemed approved via Mayoral Decision MD08-2025 and subsequently City Council supports undertaking the necessary improvement and monitoring recommendations noted in the 2025 Corporate Asset Management Plan:
 - a. THAT the proposed staffing required for the ongoing development and support of the City's internal Asset Management Program, **BE APPROVED** as outlined in the Financial Matters section of this report; and,
 - b. THAT the funds currently approved in principle as part of the 2025 Budget to carry out of the Corporate Facilities Building Condition Assessment Program under capital project PFO-004-12 **BE PRE-COMMITTED**, as follows, to allow for work to be expedited as able:
 - 2026 - \$200,000
 - 2027 - \$200,000
 - 2028 - \$200,000
 - 2029 - \$100,000

Executive Summary:

N/A

Background:

The *Infrastructure for Jobs and Prosperity Act*, enacted in Ontario in 2015, led to a regulation under the Act, Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure (O. Reg. 588/17), which sets out the requirements for municipalities in developing both an Asset Management Policy and related Asset Management Plans. There are several key compliance dates under O. Reg. 588/17:

1. July 1, 2019 – Municipalities are required to have an Asset Management Policy.
Note: This requirement was achieved in 2017 with City Council's approval of the Asset Management Policy and Framework documents. The Asset Management Policy was reviewed and updated in 2022, as required every 5 years under the Regulation.
2. July 1, 2022 – Municipalities are required to have an Asset Management Plan which covers, at a minimum, core assets, which include roads assets, stormwater management assets, sanitary systems, as well as bridges and culverts, and the cost to sustain these assets in their current condition. *Note: This requirement was achieved with City Council's approval of the 2018-2019 Corporate Asset Management Plan and Framework documents.*
3. July 1, 2024 – Municipalities are required to have an Asset Management Plan which covers all corporate infrastructure assets, along with the cost to sustain those assets in their current condition. In addition, organizations which have their financial statements consolidated with the municipality must also develop an Asset Management Plan for their assets. *Note: This requirement was achieved with City Council's approval of the 2024 Corporate Asset Management Plan.*
4. July 1, 2025 – Municipalities are required to set their proposed levels of service for their assets and what it would cost to achieve the proposed level of service.

This 2025 Corporate Asset Management Plan (2025 AMP), once endorsed by Council, will meet the July 1, 2025 O. Reg. 577/18 requirements. Annually, Council will be required to review the municipality's progress in implementing its AMP, with a full update to the City's AMP being required every 5 years following 2025.

Discussion:

The development of the 2024 Corporate Asset Management Plan (2024 AMP) was led by the Asset Planning Department and developed through collaboration with staff across all areas of the organization. The 2024 AMP focused on providing a comprehensive understanding of the value and current condition of the City's major infrastructure assets. It also detailed the various lifecycle activities and asset management strategies used to maintain these assets and assessed the risk the assets present to the City if they fail. Further, the 2024 AMP considered current Levels of

Service (CLOS) and provided analysis regarding the estimated funding level required for the various assets to sustain their CLOS over the next 20 years.

The 2025 AMP will discuss two distinct types of levels of service metrics - the Current Levels of Service (CLOS) metrics which represent how each asset portfolio's infrastructure assets are performing today; and the Proposed Levels of Service (PLOS) metrics which represent a desired future performance goal that the City feels is appropriate in consideration of affordability, achievability, sustainability and risk to the levels of service provided by the assets. This assessment includes an estimate of the funding levels required to achieve the PLOS and an assessment of the financial and non-financial strategies that should be considered in order to advance the City's progress towards meeting its PLOS performance goals. The establishment of PLOS is a key requirement in meeting the 2025 O. Reg. 588/17 requirements.

The 2025 AMP aligns with regulatory requirements and offers recommendations for both financial and non-financial approaches that can be explored to help close the PLOS infrastructure gap. **While municipalities are not explicitly required to fully fund their infrastructure gap, they must recognize and analyze it and identify ways in which they plan to manage or reduce it over time.** This Council report, in conjunction with the 2025 AMP, provides recommendations that, when implanted, will support the City's ability to develop meaningful ways in which to address its infrastructure gap.

Establishing Proposed Levels of Service

PLOS are long-term performance targets aimed at aligning service levels with community expectations, corporate priorities, and financial sustainability, while minimizing risks. They represent a goal for the asset category as a whole and provide a benchmark by which to measure the asset's ability to deliver its intended LOS. In determining the optimal PLOS, a risk assessment was conducted to evaluate the impact on service levels for each of the City's asset categories. To do this, four scenarios were considered:

Scenario 1: Current Funding – This scenario projects asset conditions assuming continued funding at levels as outlined in the City's 2024 10-year capital budget.

Scenario 2: Maintain Current Performance (CLOS) – This scenario evaluates the costs required to maintain 2024 asset conditions, ensuring that assets remain in the same state, without significant deterioration or improvement.

Scenario 3: Infrastructure Needs as Per Lifecycle Strategies – This scenario models the cost of completing all planned rehabilitation, renewal, and replacement activities based on expert-developed lifecycle strategies, ensuring long-term asset reliability.

Scenario 4: Proposed Level of Service (PLOS) – This scenario models the estimated costs needed to support select renewal, rehabilitation, and

replacement activities based on an analysis of risk, sustainability, and affordability.

Workshops were conducted to assess the various risks identified and to determine appropriate PLOS targets which balance infrastructure needs, regulatory requirements, operational capacity, and community expectations. The Corporate Leadership Team (CLT) reviewed staff recommendations to analyze service targets and infrastructure gaps, making adjustments based on known priorities and other key service delivery considerations. This structured approach helped finalize PLOS targets that aim to support long-term sustainability, service reliability, and fiscal responsibility for all municipal asset categories reported in the AMP.

In order to support this work, the City has developed the following PLOS metric for each asset category:

'Average Overall Asset Condition Weighted by Current Replacement Value (CRV)'

The PLOS is calculated by weighting the average condition of all assets in the asset category by their replacement value over a 20-year forecast period. This approach smooths out annual fluctuations in condition, providing a more accurate representation of the assets' long-term outlook. While individual PLOS targets for each asset category are detailed within the individual chapters of the 2025 AMP, the overall PLOS that considers all of the City's infrastructure assets is presented below:

PLOS: Metric Description	Current (2024) Performance (CLOS)	Proposed Target (PLOS)	Proposed Change
Average Asset Condition weighted by CRV – All Asset Categories (excluding WECHC and EWSWA*)	Good	Good	No Change

*The WECHC and EWSWA PLOS gap figures were determined through forecast models developed independently from those used by the City through their consultant, GEI, and therefore have not been validated by the City or by GEI. For this reason, they are not able to be captured in the above calculation. As noted in their respective chapters of the 2025 AMP, the PLOS for these organizations is reported as 'MAINTAIN', which is equivalent to the City's PLOS of "NO CHANGE".

Details surrounding the specific considerations given to each asset category in setting the PLOS can be found in each asset category's respective chapter of the 2025 AMP. Annual monitoring and reporting of the PLOS, along with asset specific KPIs, will help in tracking asset conditions over time and will allow the City to refine its approach and adjust strategies as necessary, leading up to the next mandatory five-year AMP update in 2030.

PLOS Infrastructure Gap

The PLOS infrastructure gap was calculated by comparing the funding needed to support the lifecycle activities required to maintain the City's infrastructure assets in the established PLOS condition against the Average Annual Budget based on the approved 2024 10-year capital budget. The City of Windsor consolidated PLOS gap is provided below.

Asset Category	CRV	Average Annual PLOS Funding Gap	Gap as Percent of CRV
All City-owned Assets, inclusive of Consolidated ABCs*	\$16,417,922,876	\$113,904,343	0.7%

*As a Board of Management established by agreement between the County of Essex and the City of Windsor, the Essex Windsor Solid Waste Authority has been 50% consolidated in this report.

As illustrated, the City faces a significant gap between its projected infrastructure needs and current funding levels. To address this gap, a careful mix of both financial and non-financial strategies must be considered, many of which align with best practices in Asset Management. The City will use this 2025 AMP to guide its internal Asset Management Program, building upon the various strategies and recommendations outlined within the 2025 AMP.

Integrating Asset Management into the Organization

In order to solidify and advance asset management within the organization, and to provide Asset Managers, Senior Leaders, and Council with reliable data for informed decision-making, the 2024 and 2025 AMPs contain several recommendations for both improvement and on-going monitoring of the City's infrastructure assets. These recommendations, which represent specific action items for various asset categories, along with corporate-wide Asset Management Program objectives, will be used as a framework to set the workplan for the ongoing development and support of asset management practices throughout the organization. Some of the more immediate, short-term priorities include:

Review Asset Hierarchy: Assess and update the City's asset management framework to align with evolving needs.

Improve Data Accuracy & Governance: Standardize asset data updates, review historical documents, and conduct regular system checks.

Standardize Condition Assessment: Establish clear evaluation methods and integrate condition ratings into management systems.

Enhance Lifecycle Planning: Define asset lifecycle processes, outlining key tasks and roles to improve forecasting.

Develop Risk & Criticality Framework: Build a framework to assess asset risk and criticality in alignment with organizational goals and service levels.

Align Budgeting with Asset Management: Ensure budget decisions support long-term asset sustainability and incorporate lifecycle cost impacts.

These efforts aim to strengthen asset data management, improve forecasting, and optimize budgeting for long-term sustainability and reliability. Critical to carrying out this work, are the following key projects which, among others, are being recommended to be undertaken leading up to the next required AMP update in 2030:

Corporate Citywide Implementation – The Asset Planning Department manages the Corporate Citywide account, which is a software program that allows for asset and data management. This program allows for a significant portion of the City's corporate infrastructure asset information to be tracked in one system and for degradation modeling and cost forecasting to be undertaken based on different modeling scenarios. Having all corporate infrastructure asset data captured in the Citywide system will streamline the process for future AMP updates, allow for more agile reporting, and support decision-making through improved forecasting opportunities. While the software is currently in place, several key pieces of work are required to make it fully operational and tailored to the City's needs. This includes the set-up of comprehensive asset registries, developing processes and procedures for annual AMP data updates, understanding how the use of profiles affects degradation curves, and establishing appropriate forecasting and reporting protocols in an effort to bring the AMP modeling in-house for future updates.

Citywide Implementation for Facilities – The Parks, Recreation and Facilities Department has implemented Citywide as their asset management software to allow for the Parks asset inventories to be managed through a comprehensive and integrated database. In addition to managing asset inventories, the system allows for work order management and tracking of condition information. Further, the use of this software allows for integration of Parks asset data into the Corporate Citywide software database. This has resulted in significantly improved asset data being available to both Parks and Asset Planning staff. In order to streamline operations, the implementation of Citywide for Facilities is also being recommended. This will allow for better integration of asset data within the Parks, Recreation and Facilities Department and will support the department's ability to manage their infrastructure with reliable and accurate field data. Also included in this implementation will be a database for the City's tree inventory.

Building and Operational Condition Assessments - As part of the 2025 Asset Management Plan, one of the key data gaps was the lack of component level data for the City's corporate buildings and other facilities. Further, it was noted that the identified infrastructure gap as it relates to the City's Wastewater Treatment Facilities, Sanitary/Stormwater Pumping Stations, and the Windsor Biosolids Processing Facility, should be reviewed under the lens of an Operational Condition Assessment with the goal of gathering detailed component level data, along with clearly defined lifecycle management projections, for the highly specialized equipment used in these operations. Having this information will allow for better condition assessment, enhance the preventative maintenance program and lifecycle planning, and will play a key role in allowing for improvements in AMP data modeling and infrastructure needs forecasts.

Below are specific actions that Administration will undertake to further mature Facilities and Environmental Protection data, which ultimately will enhance the accuracy of the information included in future iterations of the AMP:

1. Updated Building Condition Assessments (BCAs) for all City facilities to assess and confirm conditions for existing assets at the component level.
2. Updated Building Condition Assessments (BCAs) and the undertaking of Operational Condition Assessments (OCAs) for the Wastewater Treatment Plants to assess and confirm conditions for existing assets at the component level, which accurately reflects the complexity of the operations in these facilities. Consideration should also be given to carry out the same scope of work for the Windsor Biosolids Processing Facility.
3. Registries for sanitary/stormwater pumping stations and interceptors should be updated to reflect component level condition assessments.
4. Update the Lifecycle Management (LCM) strategies used in the forecast model scenarios to reflect newly obtained component level BCA and OCA data for City Facilities, Wastewater Treatment Facilities, and Sanitary/Stormwater Pumping Stations.

As such, Operational Facility Condition Assessments of the City's Wastewater Treatment Plants and Sanitary/Stormwater Pumping Stations will be prioritized as part of the 2026 capital budget development process

Comprehensive details regarding the proposed AMP workplan, including these and other critical tasks, are outlined in the Improvement and Monitoring Chapter of the 2025 AMP.

Risk Analysis:

The information presented in the 2025 AMP is based on best available information taken at a point in time and can be impacted by factors such as the assumptions used in assessing condition data, changes in technology, exchange rates, tariffs, inflation, and other general market conditions. There is also a risk that pricing increases at a rate higher than the Non-Residential Construction Price Index, impacting the current replacement values being used. As a result, the values presented throughout the 2024 and 2025 AMPs should be considered best estimates that provide high-level, analytic information to guide decision-making. Recommended improvements to be implemented by Administration as detailed within the Improvement & Monitoring chapter of the 2025 AMP, along with required annual AMP updates under O. Reg. 588/17, will help to ensure that information continues to be current and relevant.

Insufficient funding for asset maintenance poses a risk to service enhancement, growth, and economic development projects, as resources may need to be redirected toward urgent rehabilitation, renewal, or replacement efforts. This is particularly true for assets whose failure would create significant or critical risks for the City. The City's annual contribution to service enhancement projects, known as Pay-As-You-Go (PAYG) funding, has remained at current levels for a number of years. Inflation, coupled with the

potential for maintenance-related projects needing to be funded with these funds, could significantly impact the timing of, or reduce the number, scale and/or scope of growth-related projects to accommodate the needs of existing assets.

There is a potential risk to grants and senior level government funding being impacted if the City is not able to demonstrate the actions it has taken to implement asset management planning or to address known infrastructure challenges. The AMP levy adopted in 2020 made significant progress in ensuring municipal assets were maintained to current condition levels, despite record high inflation rates impacting construction costs.

The City's capital budget recommendations have consistently prioritized service delivery and risk when determining which projects should receive funding. The AMP further supports this approach by providing additional analysis to support capital project selection. It ensures that funding is first allocated to assets posing the greatest risk to service delivery in the event of failure. The City will continue to apply a risk-based approach to capital project funding and work to further develop an asset risk assessment register, ensuring resources are directed appropriately to minimize risk. This strategy becomes increasingly critical when funding constraints prevent all assets from being maintained at current service levels.

Climate Change Risks

Administration continues to build knowledge around managing assets under a changing climate. This knowledge, along with senior government reports on climate change and asset management, will continue to inform the City's AMPs. Administration continues to monitor and manage climate-related impacts through adaptation and mitigation strategies, as well as pursuing funding which will support the development of climate-resilient infrastructure for the future.

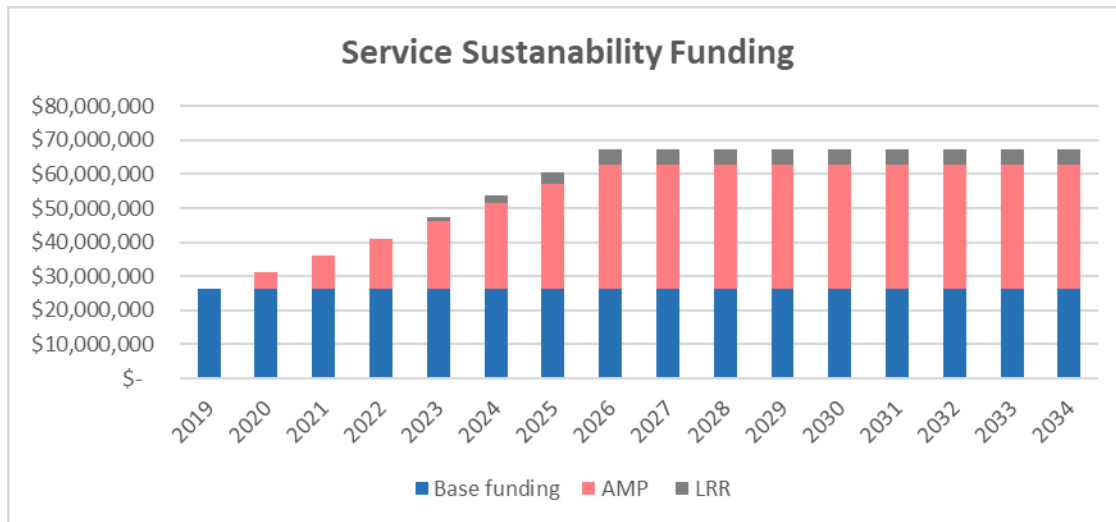
Financial Matters

Despite record levels of capital investment in recent years, the City (as is the case with most other municipalities) continues to be challenged with aging infrastructure. This, coupled with post-COVID market fluctuations and unprecedented inflationary pressures, has put increasing pressure on the capital budget to ensure adequate funds are made available to allow municipal assets to continue to provide the levels of service they are intended to provide. A well-funded and sustainable AMP minimizes disruptions to other capital projects by reducing the need for deferrals or reprioritizations due to unexpected asset failures. It also helps stabilize investments in growth, service enhancements, and economic development by ensuring that funds earmarked for improvements are not diverted to address urgent infrastructure issues.

The segregation of funds into Pay-As-You-Go and Service Sustainability funding as recommended in the 2018-2019 AMP was a critical first step in establishing dedicated capital funds to address the infrastructure needs of existing assets. The further adoption of the 1.16% AMP levy in 2020 and the 0.25% Local Residential Roads (LRR) levy in 2023 has provided cumulative, incremental capital funding of \$111.8M to-date, which has been directly invested in the rehabilitation, renewal and replacement of existing City infrastructure. These Council-approved investments have been instrumental in

successfully achieving Council's objective of maintaining municipal assets in 'Good' overall condition.

The impact of the AMP and LRR roads levies on the capital budget is provided in the following chart:



Strategic Approach to Infrastructure Sustainability

With the 2024 AMP accounting for an additional \$10B in infrastructure assets compared to the 2018-2019 AMP, an increase in the infrastructure gap was expected. While the AMP and LRR levies have contributed significantly in providing incremental base funding to the capital budget, the steady expansion of corporate infrastructure assets, coupled with rising replacement values due to inflation and market pressures, has outpaced these investments. This underscores the need for strategic financial planning to ensure sustainable asset management in the long-term.

As highlighted in the Financial Strategy chapter of the 2025 AMP the City is facing an average annual PLOS funding gap of \$113.9M. If left unaddressed, the cumulative PLOS infrastructure gap could grow to \$5.0B by the end of the 20-year forecast period, assuming 2.5% in annual inflation. This projection does not consider growth or other asset portfolio changes over that period. While the 2025 AMP recommendations in support of the continued development of the Corporate Asset Management Program will allow for focused attention on the implementation of some of the more impactful non-financial strategies, it is unlikely that the financial pressures on the City's infrastructure will disappear completely. Inflation, changing technologies, increased regulatory requirements, the impacts of climate change, changing service demands and increased infrastructure needs due to growth, will continue to impact the asset base, its repair and maintenance needs, and eventual replacement cost.

As part of ongoing AMP monitoring, Administration will continue to develop and bring forward program and funding recommendations which will consider a combination of the various strategies noted within the 2025 AMP to further address the PLOS gap. These strategies will consider the establishment of appropriately funded Reserves, continued leveraging of grants to support both new and existing infrastructure needs, use of debt

financing when and where it makes sense, establishing user fees or service charges where appropriate, and the consideration of future taxation and infrastructure levies to address critical infrastructure gaps.

In support of this work, Administration is reviewing the current capital variance process with the goal of implementing enhanced monitoring to ensure project balances are critically reviewed in conjunction with capital budget requests. This will ensure previously approved works are appropriately funded and future work can continue to be supported. In addition, enhanced reserve forecasting continues to be developed to allow for optimized funding of capital works.

Grants continue to be a major source of funding for capital work. Since the centralization of the Corporate Grants Management Program within the Asset Planning Department, staff have been successful in securing more than 160 individual grants totalling \$352M in awarded funding. These funds have not only supported large-scale infrastructure assets such as roads, sewers, stormwater facilities, and public transportation fleet replacements but have also been critical in allowing for the maintenance and rehabilitation of trails, sidewalks, recreational facilities, and natural assets. Given the high dollar value of many of these funds, claims management and cash flow monitoring is becoming increasingly important. Proper grants management will minimize draws on reserves, maximize funds available for investments and reduce potential draws on debt financing for major infrastructure work.

Further, as the City's Asset Management Program continues to mature, of particular note will be the segregation of the proposed PLOS funding needs into levy funded operations versus those funded through the sewer and stormwater funds. Environmental Protection infrastructure assets are primarily funded through sewer and stormwater operations and make up a significant component of the PLOS gap. These infrastructure assets are critical to municipal operations and are highly regulated and impacted by various external factors such as climate change and growth. It is suggested that the PLOS gap for these critical infrastructure assets be referred to their respective budgets for further consideration and the development of an appropriate financing strategy.

Administration is confident that investment and focused efforts on improving the City's asset infrastructure data, assessing lifecycle activities, development of predictive modeling, and the introduction of formal risk assessments, along with enhanced cashflow monitoring and management, will work together to better inform the gap moving forward. While continued monitoring and prudent asset management decisions will play a significant role in managing this gap, it is clear however, that continued investment will be needed as well.

As a result, in order to sustain funding for existing assets, and in recognition of the identified PLOS infrastructure gap, Administration recommends that Council reconfirm its support of the current AMP and LRR levies through 2026 as part of the currently established AMP financing plan. This funding, in conjunction with implementation of the key strategies noted throughout the 2025 AMP and in this report, is an integral step in addressing the PLOS gap.

Corporate Asset Management Program – Improvements & Monitoring

Many of the non-financial strategies recommended for addressing the PLOS gap will be supported through the development of corporate policies and procedures informed by best practices in Asset Management, along with regular monitoring of outcomes. These non-financial strategies are meant to complement the financial measures put in place and aim to reduce the infrastructure gap by optimizing resource allocations through enhanced data confidence and the use of analytics and forecasting tools to assist in predictive modeling. Increased data confidence supports asset prioritization focusing on condition, risk and criticality, while providing support for strategic, long-term financial planning. In order to support the 2025 AMP Improvement & Monitoring Plan, the following recommendations are being brought forward:

Extension of one Temporary Asset Coordinator – This position will be responsible for developing the processes, procedures and necessary tools for integrated asset management using the Corporate Citywide software. The establishment of this foundational work in integrating asset information into one, centralized system, is expected to take up to 3 years and will allow for future efficiencies and streamlining of processes in corporate AM reporting and budget integration. Once the efficiencies that this position can achieve in program design are developed and implemented, the need for this position will be evaluated to assess if the ongoing maintenance of the asset registries, lifecycle modeling and other integrations can be dispersed to the remaining, permanent Asset Coordinators assigned to each corporate area.

Conversion of one Temporary Asset Coordinator to Permanent – This position will support key staff in the Parks, Recreation and Facilities Department, with the implementation of Citywide for Facilities and the establishment of a Natural Assets Tree Inventory database. This position will also be the lead for all corporate asset planning initiatives supporting Parks, Facilities, and Natural Assets infrastructure assets. It is recommended that this position be established as a permanent position and will continue to support the needs of this large and diverse portfolio as it continues to build its AM practices.

Addition of one Permanent Asset Planning Clerk – The addition of an Asset Planning Clerk will support several key functions for the Asset Planning team and allow for the Asset Coordinators to focus their efforts on implementing the improvements outlined in the 2024 and 2025 AMP. Currently, the Asset Coordinators manage a number of administrative tasks such as data management via spreadsheets, download and upload of data and documentation, preparing grant summaries, and grants document tracking, all of which takes a substantial amount of time. In order to streamline that work and provide the Asset Coordinators with the ability to focus on making the required progress on the AMP recommendations, it is proposed that an Asset Planning Clerk position be established to assist with these administrative functions.

Addition of one Permanent Capital Planning Administrator – Effective management of capital funding sources is essential for ensuring the long-term sustainability of the capital plan. By continuously monitoring funding needs, informed decisions can be

made to optimize resource allocation. This involves the strategic oversight of grant funds, reserves, development charge revenues, and interest rates to ensure that financial resources are aligned with appropriate infrastructure priorities. This position will be responsible for ensuring the 2025 AMP financial recommendations are further developed and integrated into capital planning and budgeting process. This will include monitoring of the Service Sustainability Fund and the setting of recommended funding priorities to ensure the AMP is being implemented as approved by Council. In addition, this position will play a critical role in managing the funding requirements for large infrastructure grants where monitoring and tracking of cash flows and claims are required.

The proposed staffing recommendations will have no impact to the tax levy. As these positions will support the Corporate Asset Management Program and the Corporate Grants Program, it is recommended that they be funded through existing funding being a combination of Fund 221 – Service Sustainability funding, and Fund 169 – PAYG funding. The identified funding sources are provided in the table below:

Position	Annual Cost*	Funding Source
Extension of Temporary Asset Coordinator (3 years)	\$121,754	Fund 221 – 100%
Conversion of Temporary Asset Coordinator to Permanent	\$143,047	Fund 221 – 100%
Addition of Permanent Asset Planning Clerk	\$71,421	Fund 221 – 50% Fund 169 – 50%
Addition of Permanent Capital Planning Administrator	\$144,047	Fund 221 – 50% Fund 169 – 50%

**(includes Fringe Benefits, Equipment and Professional Memberships)*

Citywide Facilities Implementation

Project work arising from the recommendations in the 2024 and 2025 AMPs will be funded through capital project #7131117 – Asset Planning Program Implementation. The project currently has an unencumbered balance of \$424,040 as at March 31, 2025. These funds are meant to support required software, data enhancement tools, special project work and/or external consulting, as needed. As such, funding of up to \$200,000 will be earmarked in this capital project to support the contract with PSD Citywide to implement Citywide for Facilities and the City's tree inventory.

Building/Operational Condition Assessment Program

The Corporate Facilities division of Corporate Projects currently coordinates and carries out BCAs on all City Facilities, excluding those within the Environmental Protection category of the AMP. The consolidation of BCA work within this area has allowed for standardization of the BCA process and the information that is collected as part of those assessments. It is recommended that the current BCA program continue to be supported in order to allow for specific and detailed information to be gathered on facility component level data conditions with the aim of accelerating the number of BCA's carried out annually. Capital Project PFO-004-12 has \$700,000 approved in principle within the current 5-year funding window in the 2025 10-year capital plan and it is

recommended that these funds be pre-committed and available for use in order to accelerate the completion of Corporate Facilities BCAs, where possible.

Further, condition assessments of the City's wastewater treatment plants and sanitary/stormwater pumping stations are expected to provide significantly improved and accurate condition data on these significant infrastructure assets. The current Asset Assessment reports for the plants and pumping stations were completed in 2019 and were very broad in nature. In order to build upon that information, it is being recommended that a more detailed Operational Condition Assessment program be developed to allow for a detailed inspection and assessment of the equipment used in operating the plants and pumping stations. This, along with a detailed review of lifecycle activities and funding needs, will allow for enhanced modeling of these assets and provide a more accurate assessment of their infrastructure gaps. As there is currently no funding earmarked in the capital plan to carry out this work, Administration is recommending that through the development of the 2026 capital budget, funds be prioritized for the development and roll-out of an Operational Condition Assessment program for the City's wastewater treatment plants and sanitary/stormwater pumping stations, with consideration being given to an assessment of the Windsor Biosolids Processing Facility as well.

Consultations:

All City Departments and ABCs responsible for the maintenance of City-owned corporate infrastructure were actively engaged and instrumental in the development of this Plan. The Asset Management Steering Committee provided corporate oversight over the development of the 2025 AMP.

Conclusion:

It is recommended that Council endorse the attached 2025 AMP which, if approved, will meet the O. Reg. 588/17 requirements for July 1, 2025. This document will serve as the foundational document used in further developing the City's Asset Management Program and achieving its Asset Management goals.

Planning Act Matters:

N/A

Approvals:

Name	Title
Natasha Gabbana	Senior Manager, Asset Planning/ Deputy Treasurer
Dana Paladino	Commissioner, Human and Health Services
Andrew Daher	Commissioner, Corporate Services

Name	Title
Michael Chantler	Commissioner, Community Services
David Simpson	Commissioner, Infrastructure Services and City Engineer
Jelena Payne	Commissioner, Economic Development/ Deputy Chief Administrative Officer
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Appendix A – 2025 Corporate Asset Management Plan available at www.citywindsor.ca due to size.

Council Report: C 77/2025

Subject: Health and Safety Water Stream (HSWS) Fund Application – Ward 6, 7**Reference:**

Date to Council: June 9, 2025

Author: John Aquino

Asset Coordinator

519-255-6100 ext. 6667

jaquino@citywindsor.ca

Asset Planning

Report Date: 5/13/2025

Clerk's File #: SW/14972

To: Mayor and Members of City Council

Recommendation:

- I. **THAT** City Council **SUPPORT** an application to the Ministry of Infrastructure (MOI) for the Health and Safety Water Stream (HSWS) Fund for: East Marsh Drainage Redirection and Cedarview Relief Sewer, as outlined in this report; and,
- II. **THAT** the Chief Administrative Officer **BE AUTHORIZED** to sign any documents required to submit an application to the Health and Safety Water Stream (HSWS) Fund, subject to all documentation being satisfactory in form to the City Solicitor, in technical content to the City Engineer, and in financial content to the City Treasurer, or designates; and,
- III. **THAT** City Council **APPROVE** the following recommendations upon the City receiving written confirmation from the funding provider that the City's application has been awarded the requested funding:
 - a. **THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to take any such action and to sign and execute any agreements, declarations or approvals and any other such documents resulting from receiving funding from the HSWS Fund, subject to all documentation being satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the City Engineer, or designates; and,
 - b. **THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, subject to all documentation being satisfactory in form to the City Solicitor, in financial

content to the City Treasurer, and in technical content to the City Engineer, or designates; and,

- c. Whereas on February 21, 2025 the 2025 Budget was deemed approved via Mayoral Decision MD08-2025 and subsequently City Council **SUPPORTS** an expenditure of \$27,990,000 for the East Marsh Drainage Redirection and Cedarview Relief Sewer project, therefore the City Treasurer **BE DIRECTED** to action the following transfer and pre-commitment of funds to provide for the City's matching funds requirement under the grant:
 - a. A transfer of \$1,925,000 in Stormwater Sewer Surcharge funding from the Grant Matching project, 7191009;
 - b. Pre-commitments of future funding as follows:
 - i. \$1,879,316 in 2027 Wastewater Sewer Surcharge funding, Fund 153; and,
 - ii. \$1,495,658 and \$2,344,776, respectively, in 2027 and 2028 Stormwater Sewer Surcharge funding, Fund 234; and,
- d. **THAT** the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all reports, claims and applicable schedules and other such documents required as part of receiving funding from the grant provider to the Executive Director, Engineering/Deputy City Engineer, subject to financial content approval from the area's Financial Planning Manager, or designates; and,
- e. **THAT** Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the project(s) awarded funding through the grant, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the City Treasurer; and in technical content to the City Engineer, or designates; and,
- f. **THAT** the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to affect the recommendation noted above, subject to all specifications being satisfactory in technical content to the City Engineer, and in financial content to the City Treasurer or designates.

Executive Summary:

N/A

Background:

Disaster Mitigation and Adaptation Fund Intake 1 (DMAF1)

At its meeting of September 5, 2023 Council, through CR383/2023, authorized Administration to submit an amendment request to the original DMAF 1 agreement to explore a reduced scope option as a result of significant cost escalations arising from the COVID-19 pandemic which impacted the City's plan to implement all of the infrastructure projects as originally intended. This direction was provided following unsuccessful attempts to negotiate maintaining the 40% federal contribution on eligible expenditures in recognition of the actual tender results received to date which informed the updated cost estimates, effectively increasing the original DMAF1 total project costs from \$89.8M to \$186.4M (based on 2023\$).

The requested amendments would allow implementation of specific high priority projects such that the DMAF 1 performance targets would be maintained while deferring the remaining projects and reprioritizing them outside the DMAF 1 program using other funding sources such as future capital budgets and grant opportunities.

In early 2024, Administration received confirmation from Housing Infrastructure and Communities Canada (HICC) of approval of the proposed amendments which included deferral of the projects listed below:

- Belleperche Trunk Sewer, Phase 2B and 3
- East Marsh Drainage Redirection, Phases 1, 2 and 3
- Cedarview Relief Sewer

Health and Safety Water Stream Funding (HSWS)

In April 2025, the Ontario government announced a \$175 million funding initiative under the Municipal Housing Infrastructure Program for the HSWS. This program is aimed at helping municipalities and First Nations communities build, expand, or rehabilitate aging water, wastewater, stormwater, flood, and erosion infrastructure. This program is designed to ensure communities have safe, reliable water services and are protected during extreme weather events.

Eligible projects under this stream include:

- Drinking water infrastructure (e.g., treatment plants, reservoirs, local pipes)
- Wastewater infrastructure (e.g., lagoon systems, pump stations, treatment plants)
- Stormwater management facilities (e.g., conveyance piping, ditches, culverts)
- Flood and erosion infrastructure (e.g., dams, dykes, shoreline protection works)

In order for a project to be eligible for funding under the HSWS, the project must meet the following outcomes:

1. Support aging water infrastructure to improve critical health and safety issues in Ontario;
2. Preserve the province's current housing stock to increase options for Ontario residents looking for a home; and
3. Promote resiliency and adaptation across communities in Ontario.

Eligible projects must begin no later than June 30th, 2026 and must be completed by March 31st, 2029. Applicants must select only one primary project asset type but may bundle more than one eligible project asset type. Bundled projects must demonstrate that each component of the project is inter-related and/or addresses the same health and safety issue, and meets eligibility requirements.

The HSWS will fund a maximum of 73% of eligible project costs, up to a maximum of \$30 million. Only one application per municipality can be submitted, and all applications must be submitted by June 26th, 2025.

Discussion:

Administration reviewed the funding criteria and compiled a list of potential projects that would be eligible for application to the program. Potential projects were vetted against the program criteria and the project that has been selected to be brought forward for application to the HSWS fund is the Pontiac Pump Station Service Area Project. This project consists of the East Marsh Drainage Redirection (Ward 7) and Cedarview Relief Sewer (Ward 6) components which were deferred from the original DMAF 1 program (collectively referred to as the 'Project'). The Belleperche Trunk Sewer components of the deferred DMAF 1 project were also considered for submission under the HSWS fund but were ultimately determined not to be feasible for construction within the HSWS fund timelines and as such are not included in the Project scope.

The East Marsh Drainage Redirection works (Phases 1 to 3) include reconstruction of local roads and upgrades of the storm sewer system along the following roadways and is anticipated to result in improved resiliency from both rain-derived flooding risk (stormwater) and coastal flooding risk (Detroit River/Lake St. Clair high water levels). The local roads considered with this work include:

- Florence Avenue from Wyandotte Street East to Riverside Drive East
- Menard Street from Florence Avenue to Elinor Street
- Clover Street from Clairview Avenue to Wyandotte Street East
- Clairview Avenue from Clover Street to Adelaide
- Elinor Street from Clairview Avenue to Wyandotte Street East
- John M Street from Clairview Avenue to Menard Street
- Clairview Avenue from Clover Street to Florence Avenue.

For the East Marsh Drainage Redirection portion of the Project, storm sewer improvements are anticipated to include upsized storm sewers along roadways currently serviced by a combination of open ditching, culverts and storm sewers designed to old standards while redirecting drainage to an improved outlet. The lands within the East Marsh Drainage Redirection area are low lying and are protected from coastal flooding by the existing landform barrier (Ganatchio Trail) and backflow preventers. A co-benefit of these improvements is hydraulic disconnection from the Detroit River/Lake St. Clair system where the new storm sewer outlet to the Pontiac Pumping Station could no longer create detrimental backwater conditions.

The Cedarview Relief Storm Sewer portion of the Project is anticipated to include the upsizing of the existing trunk storm sewer along Cedarview Street between Watson Avenue and Brumpton Park. The City's Sewer and Coastal Flood Protection Master Plan (SMP) identified these system improvements as an immediate priority.

The focus of these stormwater improvements is to reduce the risk of surface flooding within the drainage area while building the resiliency of the local community in managing stormwater runoff generated from extreme rainfall events. Improvements to the Pontiac Pumping Station itself are currently funded through the DMAF 1 program and completion of the proposed Project within this report will help capture the full benefit of those pumping station enhancements.

All proposed improvements are within the updated Pontiac Pumping Station service area as recommended by the SMP. The East Marsh Drainage Redirection includes a proposed redirection of stormwater flows from the East Marsh Pumping Station to the Pontiac Pumping Station. The Cedarview trunk storm sewer is tributary and one of several key conveyance links to the Pontiac Pumping Station. For these reasons, it is Administration's recommendation that the components be bundled into one overall HWSW funding submission. Administration is seeking clarity from the MOI as to whether the two projects can be considered under one submission despite their different geographic locations. Should the MOI indicate that only one project location can be submitted, Administration proposes to submit the East Marsh Drainage Redirection works to maximize the HWSW funding eligibility.

Risk Analysis:

There is minimal risk in applying to this funding program. Upon receiving written confirmation from the grant provider that the City's application has been successful, Administration has identified adequate matching funds to support the proposed works and if awarded, these projects will have appropriate staff assigned to them to ensure that all funding and project timelines are met.

There is the potential risk that the project submitted may not be awarded funding through the grant, resulting in the projects requiring 100% City funding if they are to proceed. It is not easy to determine the level of risk associated with not being awarded funding as this is a competitive process, and we have no clarity on what types of projects and/or volume of projects and funding requests could be forthcoming from other eligible applicants.

Climate Change Risks:

Climate Change Mitigation

The Project represents a group of strategically cohesive initiatives focused on strengthening the City's resilience to natural hazards as identified in the SMP. The East Marsh Drainage Redirection portion of the Project is designed to address current and projected natural hazards and strengthen the City's resilience to flooding by utilizing innovative stormwater management solutions in addressing areas prone to flooding, geographical lower lying areas, drainage complications and overall storm sewer capacity.

Climate Change Adaptation

There is no climate change mitigation risk associated with applying to this funding program. If awarded, stormwater design guidelines and recommendations of the SMP will be followed when investing in this infrastructure to ensure that flooding risks are mitigated.

Financial Matters:

The HSWS will provide funding for 73% of eligible costs, with a maximum grant funding cap of \$30 million per project. Municipalities are responsible for funding the remaining 27% of eligible costs, as well as 100% of any ineligible costs. The funding breakdown for the proposed Project is as follows:

Budget Estimate	East Marsh Drainage Redirection	Cedarview Relief Storm Sewer	Project Total
Estimated Eligible Project Costs	\$19,990,000	\$7,400,000	\$27,390,000
Less: Grant Funding @ 73% of eligible costs	(\$14,592,700)	(\$5,402,000)	(\$19,994,700)
Less: WUC Recoveries	(\$233,093)	(\$117,457)	(\$350,550)
Ineligible Project Costs	\$410,000	\$190,000	\$600,000
Estimated Funding Required	\$5,574,207	\$2,070,543	\$7,644,750

To address the \$7,644,750 in estimated funding required, Administration is proposing that funds be redirected to this project from the sources identified in the below table:

Project	Funding Source	2025	2027	2028	Total
East Marsh Drainage Redirection	Fund 153 - Wastewater	-	1,672,262	-	1,672,262
	Project 7191009 - Grant Matching	1,400,000	-	-	1,400,000
	Fund 234 - Stormwater	-	157,169	2,344,776	2,501,945
		1,400,000	1,829,431	2,344,776	5,574,207
Cedarview	Fund 153 - Wastewater	-	207,054	-	207,054
	Project 7191009 - Grant Matching	525,000	-	-	525,000
	Fund 234 - Stormwater	-	1,338,489	-	1,338,489
		525,000	1,545,543	-	2,070,543
Total	Fund 153 - Wastewater	-	1,879,316	-	1,879,316
	Project 7191009 - Grant Matching	1,925,000	-	-	1,925,000
	Fund 234 - Stormwater	-	1,495,658	2,344,776	3,840,434
		1,925,000	3,374,974	2,344,776	7,644,750

The proposed funding strategy would involve pre-committing \$1,879,316 of Wastewater Sewer Surcharge Reserve (Fund 153) funds in 2027. Future projections indicate that this transfer can be accommodated.

Project 7191009 – Grant Matching, was created specifically to address situations where additional funding is needed for the City's matching contributions toward grant applications. The project has a current balance of \$5,053,107, of which \$1,925,000 is available in Stormwater Sewer Surcharge funding. Administration recommends reallocating \$1,925,000 of Stormwater Sewer Surcharge funding toward this Project.

The proposed funding strategy would involve pre-committing \$1,495,658 and \$2,344,776, respectively, of 2027 and 2028 Stormwater Sewer Surcharge Reserve, Fund 234, funding for this work. Projections incorporating future contributions to the reserve indicate that this transfer can be accommodated.

Administration will propose mitigating financial strategies to address future deficits should reserve contribution projections not materialize as anticipated.

As indicated previously, the City may ultimately only apply for funding on the East Marsh project. Should this occur, \$2,070,543 in City funding identified for the Cedarview project would be unencumbered and uncommitted.

Consultations:

JP Lovecky – Financial Planning Administrator
 Colleen Middaugh – Manager of Corporate Projects
 Bernadette Andary – Executive Initiatives Coordinator
 Fahd Mikhael – Manager of Design
 Joe Bressan – Engineer II
 Pier Ruggeri – Technologist III
 Patrick Winters – Manager of Development
 Ian Wilson – Water and Wastewater Engineer
 Joshua Meloche – Senior Legal Counsel
 Ed Valdez – Acting Executive Director of Pollution Control

Conclusion:

Approval to submit the application outlined in this report to the MOI for the HSWS Fund provides opportunities to strengthen the City's resilience to flooding and natural hazards and to preserve the City's existing housing stock.

Planning Act Matters:

N/A

Approvals:

Name	Title
Natasha Gabbana	Senior Manager, Asset Planning/Deputy Treasurer
Mike Dennis	Manager, Strategic Capital Budget Development and Control
Stacey McGuire	Executive Director, Engineering/Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Council Report: C 79/2025

Subject: Banwell Road Project, Financing Strategy - Ward 7

Reference:

Date to Council: June 9, 2025

Author: Lorie Gregg

Deputy Treasurer Taxation, Treasury & Financial Projects

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Taxation & Financial Projects

Stacey McGuire

Executive Director, Engineering, Deputy City Engineer

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Engineering

Report Date: 5/16/2025

Clerk's File #: SW/9581

To: Mayor and Members of City Council

Recommendation:

- I. **WHEREAS** the 2025 10-Year Recommended Capital Budget (Mayoral Decision MD08-2025) required that Administration report back to Council with a comprehensive financing strategy, inclusive of opportunities and risks, prior to award of tender for certain major growth and development works, one of which being the Banwell/E.C. Row Interchange and Banwell Corridor Improvements Project (the Project), the subject of this report, and
- II. **WHEREAS** on February 21, 2025, the 2025 Budget was deemed approved via Mayoral Decision MD08-2025 and subsequently City Council supports the necessary works to carry out the 'Project', as described herein:
 - a. **THAT** City Council **DIRECT** the City Treasurer to include the project works for the Wyandotte Street Extension (ECP-010-07) and McNorton Intersection (ECP-009-07) in the overall Project scope and budget; and,
 - b. **THAT** Council **DIRECT** the City Treasurer to amend the budget for this Project as detailed in the Financial Matters section of this report, inclusive of the proposed Debt Financing amount; and,

- III. **THAT** to satisfy the requirements of the Ontario Infrastructure and Lands Corporation (IO) with regards to temporary and long-term borrowing:
- a. **THAT** City Council **AUTHORIZE** the Banwell/E.C. Row Interchange (Component 1) and the Banwell Corridor Improvements (Component 2) capital works through the creation of a new capital account named “Banwell/E.C. Row Interchange and Corridor Improvements” (the Project) to be financed through borrowing from IO for a period not to exceed the construction period followed by long-term borrowing through the issuance of debentures to IO over a maximum of 25 years; and,
 - b. **THAT** the City Treasurer **BE AUTHORIZED** to charge the amounts necessary for future debt repayments to the Development Charge Reserves as appropriate for the underlying capital works; and,
 - c. **THAT** City Council **ACCEPT** the certification of the City Treasurer that the resulting long-term debt in respect of the Project will not cause the City of Windsor to exceed its updated Annual Repayment Limit (ARL), which ARL is determined by the Ministry of Municipal Affairs and Housing for the City of Windsor in accordance with Ontario Regulation 403/02 made under the Municipal Act; and,
 - d. **THAT** City Council **AUTHORIZE** the City Treasurer to sign and submit an application to IO for temporary borrowing for a period not to exceed the construction period for the Project and for long-term borrowing for a period not exceeding 25 years; and,
 - e. **THAT** the Chief Administrative Officer (CAO) and City Clerk **BE AUTHORIZED** to execute any agreements and any additional applications which are deemed necessary to undertake the Project with the required financing agreements being satisfactory in legal form to the City Solicitor and in technical and financial content to the City Treasurer; and,
 - f. **THAT** the City Solicitor **BE AUTHORIZED** to prepare any necessary By-laws with regards to the temporary and long-term borrowing for the Project.
- IV. **THAT** to satisfy the requirements of the Transfer Payment Agreement for the Housing Enabling Core Services (HECS) Funding:
- a. **THAT** City Council **PASS** a By-Law authorizing the execution of the Transfer Payment Agreement for the HECS Funding required by His Majesty the King in Right of Ontario as represented by the Ministry of Infrastructure; and further; and,

- b. **THAT** By-Law _____ **BE PASSED** at the June 9th, 2025, meeting of City Council; and,
- c. **THAT** the CAO and City Clerk **BE AUTHORIZED** to take any such action and to sign any agreements, declarations or approvals and any such documents required resulting from receiving grant funding approval under the HECS Funding, subject to such documents being satisfactory in legal form to the City Solicitor, in financial content to the City Treasurer and in technical content to the City Engineer, or designates; and,
- d. **THAT** the Mayor, in addition to the CAO and City Clerk, also **BE AUTHORIZED** to sign any agreements, declarations and other such documents required as part of receiving funding for grants noted in this report, and only if deemed required by the grant provider, subject to such documents being satisfactory in legal form to the City Solicitor, in financial content to the City Treasurer and in technical content to the City Engineer, or designates; and,
- e. **THAT** the CAO **BE AUTHORIZED** to delegate signing of all claims, progress reports and applicable schedules and other such documents as may be required as part of receiving funding from the grant providers to the Executive Director of Engineering or designate, subject to the financial content being satisfactory to the Deputy Treasurer of Financial Planning or designate.

Executive Summary:

N/A

Background:

On July 22, 2024, City Council approved, through CR338/2024, the Banwell Road/E.C. Row Interchange and Corridor Improvements Capital Works Project (the Project). The Project includes two different components. Component 1 of the Project involves the construction of a new Banwell Road overpass and interchange at E.C. Row Expressway, watermain, storm sewer system, pavement, lighting and a multi-use trail system. Component 2 of the Project involves the widening of Banwell Road from a two (2) lane rural to six (6) lane urban cross section from approximately Mulberry Drive over E.C. Row Expressway to Intersection Road where it will taper to four (4) lanes crossing the CP railway crossing to merge with widened works currently under construction by the County of Essex. Component 2 also includes a new intersection for access to the NextStar site as well as the future Tecumseh Hamlet secondary planning area, watermain, storm sewer systems, stormwater management, multi-use trail, pavement and lighting.

As directed by City Council, the City Treasurer prioritized and incorporated the Project as part of the 2025 10-year Capital Plan ensuring the pre-commitment of these funds within the first 5-year funding period.

Further, CR338/2024 included recommendations to preserve the City's ability to use external financing/funding sources, such as debt financing, in accordance with the requirements of the Ontario Municipal Act. More specifically:

VI. THAT Council **DIRECT** the City Treasurer to update the calculation of the City of Windsor Authorized Repayment Limit and estimate the annual amount payable in accordance with O.Reg.403/02; and further,

VII. THAT Council **AUTHORIZE** the remaining capital works for the Project being "Banwell/EC Row Interchange Improvements" in an amount estimated to be \$85.1 million; and further,

VIII. THAT Council **ENDORSE** the use of debt in an estimated amount of \$35.1 million for purposes of the long-term funding associated with the infrastructure construction costs portion of the Project with any principal and/or interest payments applied as first charges of \$31,590,000 and \$3,510,000, respectively, to the Roads & Related Development Charge Reserve (Fund 115) and Stormwater & Drains Development Charge Reserve (Fund 117); and further,

IX. THAT Council **AUTHORIZE** the City Treasurer to undertake the necessary actions that would allow for the issuance of debt to fund the infrastructure construction costs, including a review of all financing options; and further,

X. THAT prior to any use of external financing which may require the issuance of debt, the City Treasurer **BE DIRECTED** to bring a report to City Council which outlines the full costs associated with the recommended financing approach.

Detailed design of the Project was finalized in late 2024 and utility relocations, species at risk surveys and land acquisitions have advanced and are scheduled to be fully completed ahead of the anticipated Summer 2025 construction commencement.

In August 2024, the Province announced a new funding opportunity called the Housing-Enabling Core Servicing (HECS) stream under their Municipal Housing Infrastructure Program. The announcement of this fund provided an opportunity for the City to apply for funding related to the Banwell Corridor (Component 2) of the Project. In doing so, Administration expanded the project scope to include the Wyandotte Street Extension and Banwell/McNorton Intersection Improvements.

The objective of this report is for Administration to report back to City Council in respect of the revised and updated project scope and cost estimates, the requirement to issue long-debt, the full costs associated with the long-term financing options and obtain the required approvals to proceed with the long-term financing.

Further, Administration is reporting back to City Council, regarding the HECS Funding application (CAO 281/2024), to obtain the necessary approvals to finalize the Transfer Payment Agreement with the Ministry of Infrastructure, for funding to support the costs associated with funding of Component 2 of the Project being the "corridor" portion of the Project costs.

Discussion:

Previously, project estimates for the Banwell Road/E.C. Row Interchange and Corridor Improvements were estimated at \$93.6M. With the addition of the Wyandotte Street Extension, along with the McNorton intersection work for the purposes of the HECS grant, estimated project costs have increased to \$110.8M.

Further, on January 17, 2025, the City was advised of its successful application to the HECS Program, receiving funding of \$18,865,625. Taking into consideration the revised gross projects costs, provincial funding amounts, and other available and/or previously approved funding amounts, the gross City-cost and revenues for the Project are detailed in the tables below:

Gross Project Costs	Project Budget
Banwell/EC Row Interchange (ENG-003-23)	\$50,000,000
Banwell Corridor Improvements (ENG-010-25)	43,600,000
Wyandotte Street Extension (ECP-010-07)	6,826,571
Banwell/McNorton Intersection Improvements (ECP-009-07)	375,000
Contingency for Ineligible Costs	10,080,157
Total – Project Budget (A)	\$110,881,728

Funding to support the Project, is as follows:

Revenue Sources	Amount
Ministry of Transportation Funding	\$50,000,000
Housing Enabling Core Servicing Funding	18,865,625
Previously Committed Funding	9,148,168
Total Revenue Sources (B)	\$78,013,793

The resulting shortfall of \$32,867,935 **(A-B)** represents the amount of funding required to support the work needed to carry out the Project. As previously communicated to Council, the strategic use of debt has been considered to mitigate the need for an immediate cash outlay and to better align cash draws with Project construction.

Included in the total debt financing amount is a contingency provision that is equal to 10% of the revised Project budget in addition to any contingency amounts already incorporated into the individual project budgets. This contingency is required in order to address a number of considerations. Firstly, the Transfer Payment Agreements (TPAs) for both the Ministry of Transportation and the HECS funding are currently under negotiation, with the determination of the eligibility of some costs still to be negotiated. This may result in cost estimates being slightly adjusted between eligible and ineligible categories, which may impact the amount of debt financing required. Secondly, through initial site works, considerations for Species at Risk (SAR) have been identified. As with any SAR work, costs are highly variable. As this was not contemplated in the earlier Project costs, the additional contingency is considered appropriate to ensure that any SARs concerns are addressed as the Project progresses.

The proposed debt financing amount presented above aligns with previous estimates provided to Council with respect to this work and represents an upset limit on borrowing which will allow the Project to proceed with full funding in place.

Development Charge Reserves (City Wide and Sandwich South)

The Project works have been included as part of the current Development Charge Study and therefore the municipal costs associated with the Project can be considered an eligible draw.

As at the writing of this report, the balance of uncommitted and available with the applicable Development Charge Reserves are as follows:

Reserve	Reserve balance
Roads and Related Development Charge Reserve (Fund 115) - City Wide	(\$7,992,795)
Roads and Related Development Charge Reserve (Fund 108) - Sandwich South (Note 1)	Nil
Stormwater and Drains Development Charge Reserve (Fund 117) - City Wide	(\$3,373,706)
Stormwater and Drains Development Charge Reserve (Fund 110) - Sandwich South (Note 1)	Nil

Note 1: Development charge collection has not yet occurred

As outlined above, the net Project amount to be funded by Development Charges is \$32,867,935, which would further draw the Development Charge Reserves into a deficit position. Consequently, the deficits would negatively impact the City's financial liquidity and overall investment yields. In July of 2024, City Council endorsed the use of temporary borrowing (CR338/2024) during the construction period, such as a construction loan through IO, to better align cash draws with the Project construction schedule, including any advances on account of grants and other recoveries.

Use of external financing sources allow the City Treasurer to charge the Development Charge Reserve over a longer period of time, and would be comprised of the following:

- As it relates to temporary borrowing, Development Charge Reserves will be charged temporary borrowing costs (i.e. interest). Interest will be due and payable monthly from the date of the advances, based on the posted short-term rates on the IO website.
- As it relates to long-term borrowing, Development Charge Reserves will be charged principal and interest repayments on debentures for a specific term (i.e. 25 years).

Financing

Over the past several years, because of very prudent fiscal constraint, along with debt reduction and PAYG policies adopted by City Council, the City has been able to reduce its current long-term debt levels while simultaneously increasing its Reserves. Total long-term liabilities per the December 31, 2024, consolidated financial statements were \$116.129 million, of which \$43.921 million represents tax-supported debt for the acquisition of land on account of Point East Development. The City's *Estimated Debt per Capita* is \$496 (2023 - \$417), which is lower than the average of \$751 reported for all municipalities in Ontario in the 2024 BMA Study. The City's total long-term liabilities as a percentage of tangible capital assets represented 4.64%, demonstrating low long-term debt levels overall. While low long-term debt levels may be viewed as positive, there are benefits to carrying some well-planned and strategic levels of debt within the City's overall financial profile.

Historically, Administration has maintained reserves in a net positive position, with funds drawn from reserves only when available. Total Reserves and Reserve Funds (collectively referred to as Reserves) at December 31, 2024, were \$546.993 million. The Development Charge Reserves represent a small portion of the overall Reserves. Further, Reserves are maintained for investment and other specified purposes including future commitments; for example, the City of Windsor's commitment toward the Windsor-Essex Hospital Plan, and therefore cannot be drawn upon for other purposes. Given the substantial growth that the City of Windsor is currently experiencing, it is necessary to expend funds first on infrastructure projects, such as the Project, in advance of development charge revenue being collected. Use of external financing for the Project, will enable the City to preserve its Reserves, maintain its liquidity, and better align the timing of repayment of the infrastructure projects with the related development charge revenue, ensuring that "growth pays for growth."

In terms of debt placement, there are few options that can be considered including securing funds through traditional financial institutions, securing funds by way of a debenture issued in the capital markets, or securing the funds through the IO financing program.

Using traditional financing through a lending institution, would be subject to term limitations (i.e. 5-year terms) in which the interest rate would be reset upon term maturity subjecting the City to interest rate risk at regular intervals throughout the overall

repayment period. Raising funds through a municipal debenture in the capital markets would make available longer financing terms. Such debentures are often structured so that interest is paid semi-annually with principal repayment at the end of the term. This type of debenture uses a sinking fund model and provides that an annual amount is set aside for the purpose of payment of the principal of the debentures at maturity. Capital markets, as the name suggest, are highly volatile and are affected by economic forces. This option is not currently being recommended.

Financing through IO allows the City to access affordable rates, flexible repayment terms (to match the life of the asset), experienced IO staff who are familiar with the loans process, and indirect access to the capital markets with no extra fees or commissions. In addition, temporary borrowing during the construction period could allow the City to borrow funds during a period when market interest rates are declining, and long-term borrowing later at lower rates, reducing the overall cost of borrowing for the Project.

Debentures

Section 408(3) of the Municipal Act, states that *“The term of a debt of a municipality or any debenture or other financial instrument for long-term borrowing issued for it shall not extend beyond the lifetime of the capital work for which the debt was incurred and shall not exceed 40 years. 2006, c.32, Schedule A, s. 176; 2009, c. 18, Schedule 18, s. 7(2).*

A decision from City Council is not required at this time in terms of the duration that the long-term debt will remain outstanding. As illustrated below, a shorter term would yield a lower borrowing rate however annual repayment obligations would be higher. Conversely, a longer term would result in a higher borrowing rate with a lower annual repayment obligation. Typically, the length of term for the debt should be aligned with the service life of the asset for which the debt is incurred and for which future taxpayers will receive a benefit from and be held responsible for repayment obligations. In this case, the service life of the Project is estimated to be twenty-five (25) years based on the roadway surface service life (noting the interchange and other structures would have a much longer service life). Therefore, the maximum recommended borrowing term is twenty-five (25) years.

The following chart provides an illustration of the options that are available and the impact that each option would have on development charges for a debenture issue in the amount of \$32,867,935.

Term Length	10 Year	20 Year	25 Year
Rate*	4.00%	4.69%	4.84%
Annual Repayment – Interest and Principal	\$4,020,190	\$2,550,775	\$2,280,811
Total Interest to be paid over the term of the Loan	\$7,333,966	\$18,147,570	\$24,152,327

**Rates as at May 21, 2025, from IO.*

Prior to the conclusion of the construction period, Administration will report back to City Council, confirming the requirement to fund long-term borrowing for the Project as well as the optimal borrowing term. Should long-term borrowing be required, the City Treasurer will proceed to sign and submit an application for long-term borrowing through IO.

Annual Repayment Limit (ARL)

As directed by City Council (CR338/2024), the City Treasurer is required to update the City of Windsor's ARL and estimate the annual amount payable in respect of a new capital work, like the Project, in accordance with Ontario Regulation 403/02 (O. Reg. 403/02). Should the estimated annual amount payable in respect of the new capital work (the Project) cause the City of Windsor to exceed its updated ARL, the City of Windsor would require approval by the Ontario Land Tribunal to proceed with the new capital work (the Project).

The City's current ARL has been calculated based on the data contained in the 2023 Financial Information Return, as submitted to the Ministry of Municipal Affairs and Housing. This limit represents the maximum amount which the City of Windsor had available as at December 31, 2023, to commit to payments relating to long-term debt and financial obligations. This limit is effective January 1, 2025, and was updated by the City's Treasurer on a consolidated basis, consistent with the annual financial statements. Prior to City Council authorizing long-term debt or financial obligations, this limit must be adjusted by the City Treasurer in the prescribed manner to reflect actions taken in 2025 as follows:

ARL per Ministry of Municipal Affairs and Housing as at January 1, 2025	\$159,756,651
Less: New Principal & Interest	
Repair and Renew Repayable Loan	732,730
Add: Retired Principal, Interest and Other Adjustments	-
Meadowbrook Repayable Loan, adjustment of annual obligation	120,714
Updated ARL as at January 1, 2025	\$159,144,635
Less: Estimated principal and interest payments for the Project	4,020,190
Estimated ARL	\$155,124,445

The updated ARL as at January 1, 2025, is \$159,144,635, and is reflective of the City of Windsor's long-term financial obligations before the debt issuance which is the subject of this report. To arrive at the estimated ARL, after the proposed long-term debt issuance, Administration has reduced the limit by \$4,020,190, representing the combined principal and interest repayment for debentures, having a term to maturity of 10-years. While, a twenty-five (25) year term is reflective of the useful life of the underlining assets, the 10-year combined principal and interest repayment reduce the risk that Administration will need to submit an additional report requiring approval of additional long-term debt.

Based upon the enclosed analysis, the estimated combined principal and interest repayments based on a 10-year term do not cause the City of Windsor to exceed its updated ARL, and accordingly the approval of the Ontario Land Tribunal pursuant to O. Reg. 403/02, is not required before the Project is authorized by the City Council.

Risk Analysis:

Risks associated with the financing strategy are outlined throughout the report.

Climate Change Risks

N/A

Financial Matters:

As part of the 2025 approval for the capital budget, Administration advised Council that a financing strategy would be presented for approval prior to the award of tender. With the approval of the financing strategy Administration will proceed with the Project as presented.

Pre-qualification processes (112-24) were undertaken for general construction contracting services due to the size and scope of the Project resulting in two (2) pre-qualified Canadian contracting companies (GIP Paving Inc. and Amico Infrastructures Inc.). Request for Tender (RFT) 15-25 was released in February 2025 and bids were received from the two prequalified general construction contracting companies on May 9, 2025. The low bidder is GIP Paving Inc. (GIP) at a total price of \$69,444,000 (excluding taxes). This tender price is included in the first two items in the Project Budget below, in addition to other related project costs such as professional fees, project management, inspection, land acquisition, utility relocation, tree removals and SAR mitigation. Subject to City Council's approval of the financing strategy, Administration will award the tender, enabling construction to move forward.

As a result of the tender results, along with further review and refinement of overall Project costs, a revised project budget that aligns with the awarded grant funding and the proposed debt financing recommendations has been developed. The revised Project budget is presented below:

Description	Revised Project Estimate
Banwell/E.C. Row Interchange (ENG-003-23)	\$56,600,000
Banwell Corridor Improvements (ENG-010-25)	43,600,000
Wyandotte Street Extension (ECP-010-07)	8,400,000
Banwell/McNorton Intersection Improvements (ECP-009-07)	468,750
Contingency*	1,812,978
Gross Project Costs	\$110,881,728

*Note: The contingency amount has been reallocated in this chart to address the revised Project estimates.

While the revised Project budget estimates have been adjusted, it should be noted that the updated figures do not result in any additional City funding requirements aside from what was approved in the 2025 capital budget. The funding sources for the above-noted Project work are provided in the following table:

Revenue Sources	Amount
Ministry of Transportation Funding	\$ 50,000,000
Housing Enabling Core Servicing Funding	18,865,625
Previously Funded Pre-Construction Works	9,148,168
Debt Financing Revenue	32,867,935
Total Revenue Sources -	\$ 110,881,728

In total, grants of \$68,865,625 have been awarded to the City for this work, comprised of the following two funding approvals:

- On March 11, 2024, the Province of Ontario issued a media release announcing the government's investment of \$50 million towards the construction of a new interchange at Banwell Road and E.C. Road Expressway, which will support Component 1 of the Project.
- On January 17, 2025, the Ministry of Infrastructure advised the City that it had approved a maximum contribution of \$18,865,625 towards the Banwell Road Corridor Improvements (Component 2 of the Project).

Previous capital budget approvals have provided funding for components of pre-construction works totalling \$9,148,168. Further, the capital budget has earmarked \$44.25M in Development Charge (DC) funding in support of the Project work. As noted in this report, and based on the revised Project estimates, only \$32,867,935 of the identified DC funding will need to be leveraged through the use of debt.

Administration will closely monitor expenditures against budget to ensure that the project remains on budget and adheres to all funding requirements of both the Ministry of Transportation and Ministry of Infrastructure, as it relates to the grant funding provided.

Consultations:

Michael Dennis – Manager, Strategic Capital Budget Development and Control

Colleen Middaugh – Manager, Corporate Projects

Patrick Robitaille – Project Administrator, Corporate Projects

JP Lovecky – Financial Planning Administrator, Corporate Projects

Heather Douglas, Partner, Weir Foulds LLP

Conclusion:

With this report, Administration has reported back to Council with a comprehensive financing strategy for the Project, as required by the 2025 10-Year Recommended Capital Budget (Mayoral Decision MD 08-2025).

Approvals:

Name	Title
Lorie Gregg	Deputy Treasurer, Taxation, Treasury and Financial Projects
Stacey McGuire	Executive Director, Engineering/Deputy City Engineer
Natasha Gabbana	Senior Manager, Asset Planning/Deputy Treasurer
Wira Vendrasco	City Solicitor
David Simpson	Commission of Infrastructure Services and City Engineer
Janice Guthrie	Commissioner of Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Appendices:

N/A

Council Report: C 86/2025**Subject: Conversion of Capri Pizzeria Recreation Complex Curling Rink to Accommodate Minor Ice User Groups Displaced by WFCU Centre Fire - City Wide****Reference:**

Date to Council: June 9, 2025

Author: Cory Elliott

Manager, Arenas and Recreation Facilities

519-974-7979 x4610

celliott@citywindsor.ca

Recreation and Culture

Report Date: 5/29/2025

Clerk's File #: SR/14629

To: Mayor and Members of City Council

Recommendation:

THAT City Council **DIRECT** Administration to convert Rink A at Capri Pizzeria Recreation Complex (CPRC) to a skating ice pad to accommodate user groups that are being displaced due to the recent fire at the Windsor Family Credit Union Centre.

Executive Summary:

N/A

Background:

Construction of the multi-use, recreation complex, Windsor Family Credit Union Centre (WFCU), was completed in 2008 and includes a 6500-seat main bowl, 3 community rinks, a sports gym, leisure gym, banquet hall and several community program rooms.

In December 2023, Council directed Administration (via CR 516/2023) to move curling to CPRC as the Roseland clubhouse/curling rink was recommended for demolition. This move reduced the number of City of Windsor operated ice pads used for skating from 9 down to 8 but allowed curling to continue in a City of Windsor facility. There was sufficient ice capacity at the time to accommodate this move and Administration worked with the Friends of Curling community group to welcome them to the CPRC for the 2024/2025 season.

Administration also convened with all the minor associations and adult user groups to find ice for them to be able to continue their programs. All minor associations were able to keep their programs intact. As a result of the reduced number of prime ice hours

available to adults, 9 groups totalling 9.5 hours of ice per week chose not to return for the 2024/2025 season.

The City of Windsor operates four (4) indoor arena complexes that include nine (9) ice pads. Included in this total of ice pads is the WFCU Centre main bowl rink where the Windsor Spitfires and Windsor Express play their home games. This arena hosts approximately sixty (60) events per fall/winter season where regular ice bookings cannot take place on those days. Also included in this total is Rink A at the CPRC which is currently dedicated specifically to curling ice only.

Prime ice times are defined as the hours of 5pm and 10pm, Monday to Friday, and 8am to 10pm, Saturday and Sunday. This equates to each rink carrying 53 hours of prime ice time each week.

Discussion:

WFCU Centre - Fire

On Monday, April 28, 2025, a fire broke out on the roof of the WFCU Centre above the AM800 community ice rink at approximately 10:00hrs. WFCU staff efficiently evacuated the building. Windsor Fire & Rescue Services arrived promptly and extinguished the fire. There were no injuries. At approximately 12:00hrs staff were able to survey the damage on the roof and at approximately 14:30hrs power was restored to the building. Staff were then able to enter the facility to begin assessing any damage to the interior.

Administration immediately formally put our insurer on notice, following which the insurer's adjuster attended the site to assess the damage. The City's Claims Adjuster and Manager of WFCU also attended the site visit with an individual from Origin & Cause. Various experts in various fields of incident investigation, claims and disaster restoration, began working together developing a plan to return the WFCU to its former operating condition.

The initial findings show hundreds of solar panels damaged/destroyed. The roof above AM800 rink has been compromised to the point that it is unsafe to allow anyone on the damaged area, and it has been deemed unsafe to allow the public to walk beneath. Water has infiltrated many areas of the roof above all three community rinks saturating a significant portion of the insulation and we continue to investigate damage to other mechanical systems that may have been affected.

The working group of the WFCU Centre Fire Remediation Project, including our insurance representative and their contractor, has advised that the AM800 rink will be inoperable for at least 10 months during repairs and likely closer to a year if you add contingency. The exact construction timeline is still undetermined as investigations into the damage continue. Administration will report back to Council on the insurance claims and status of the work completed prior to the 2026-27 ice season. Due to some uncertainty as to how much damage occurred above the other two community rinks, we cannot rule out at this time that we may experience some interruption during the remediation process to perform some repairs on those roof sections as well.

Administration will coordinate with the ice groups to minimize any disruptions that may take place.

WFCU – AM800 Rink

The AM800 rink is the home of the Riverside Minor Hockey Association (RMHA). This group provides hockey programming to over 600 Windsor youth, facilitates a special needs hockey program and an introduction to hockey program for new Canadians. RMHA hosts 3 hockey tournaments each year including a special needs tournament.

They utilize 56 hours per week on the AM800 rink as well as another 22.5 hours per week on the Green Shield rink at the WFCU for a total of 78.5 hours per week.

WFCU – Green Shield and Corporal A.P. Grenon Community Rinks

Currently we have youth related rentals (including RMHA, Windsor Minor Hockey Association, Sun Parlour Female Hockey Association, Riverside Skating Club, etc.) booked 16.5 hours per week during prime hours Monday to Friday on the Green Shield rink and adult groups booked 8.5 hours per week during this same period. On weekends we have 13 prime hours booked to youth related rentals and 9 hours booked to adult groups during prime hours. This means 47 of 53 available prime time hours are being utilized.

Youth related rentals booked 15 hours per week during prime hours on the Corporal A.P. Grenon and Canadian Veterans rink Monday to Friday and adult groups booked 8.5 hours per week during this same period. On weekends we have 4 prime hours booked to youth related rentals and 14 hours booked to adult groups during prime hours. Therefore, 41.5 of 53 hours of prime ice time is used on this rink.

Capri Pizzeria Recreation Complex Rink A - Curling

Of the possible 53 hours of prime ice time available on CPRC Rink A, curling bookings utilized 14 hours. Of the 45 hours of non-prime ice time available, curling bookings utilized eighteen 18 hours of ice. This leaves ice sitting vacant 74% during prime ice time hours and 60% during non-prime time hours every week. The following chart illustrates the curling schedule on CPRC Rink A from the 2024/2025 season:

CAPRI PIZZERIA RECREATION COMPLEX - RINK A

2024-2025 Ice Logs

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TIME
6:00	Book	Book	Book	Book	Book	Book	Book	6:00
6:30	Book	Book	Book	Book	Book	Book	Book	6:30
7:00	Book	Book	Book	Book	Book	Book	Book	7:00
7:30	Book	Book	Book	Book	Book	Book	Book	7:30
8:00	-	-	-	-	Misfits	-	-	8:00
8:30	-	-	-	-	Misfits	-	-	8:30
9:00	-	-	-	-	Misfits	-	-	9:00
9:30	-	-	-	-	Misfits	-	-	9:30
10:00	Senior League	-	-	Senior League	Senior League	-	-	10:00
10:30	Senior League	-	-	Senior League	Senior League	-	-	10:30
11:00	Senior League	-	-	Senior League	Senior League	-	-	11:00
11:30	Senior League	-	-	Senior League	Senior League	-	-	11:30
12:00	-	-	-	-	-	-	-	12:00
12:30	Senior League	-	-	-	Senior League	LWSO	-	12:30
1:00	Senior League	-	-	-	Senior League	LWSO	-	1:00
1:30	Senior League	-	-	-	Senior League	LWSO	-	1:30
2:00	Senior League	-	-	-	Senior League	LWSO	-	2:00
2:30	-	-	-	-	-	-	-	2:30
3:00	-	-	-	-	-	-	-	3:00
3:30	High School	High School	High School	High School	-	-	-	3:30
4:00	High School	High School	High School	High School	-	-	-	4:00
4:30	High School	High School	High School	High School	-	-	-	4:30
5:00	High School	High School	High School	High School	-	-	-	5:00
5:30	-	-	-	-	-	-	-	5:30
6:00	-	-	-	-	-	-	-	6:00
6:30	League	League	League	League	League	-	-	6:30
7:00	League	League	League	League	League	-	-	7:00
7:30	League	League	League	League	League	-	-	7:30
8:00	League	League	League	League	League	-	-	8:00
8:30	-	-	-	-	-	-	-	8:30
9:00	-	-	-	-	-	-	-	9:00
9:30	-	-	-	-	-	-	-	9:30
10:00	-	-	-	-	-	-	-	10:00
10:30	-	-	-	-	-	-	-	10:30
11:00	-	-	-	-	-	-	-	11:00
11:30	-	-	-	-	-	-	-	11:30
12:00	Book	Book	Book	Book	Book	Book	Book	12:00
12:30	Book	Book	Book	Book	Book	Book	Book	12:30

User Groups	Prime Hours		
	Weekdays 5pm - 10pm	Weekends 8am - 10pm	Total Prime
LCBGW	0	0	0
RFSC	0	0	0
RMHA	0	0	0
SPFHA	0	0	0
SWFSC	0	0	0
WFSC	0	0	0
WMHA	0	0	0
Others	12	2	14
Sub-Total	12	2	14
Total Bookings	12	2	14
Booking % of Available	48%	7%	26%
Total Open Ice	13	26	39
Open Ice % of Available	52%	93%	74%
Available	25	28	53

Non-Prime h Weekdays 8am - 5pm
0
0
0
0
0
0
0
18
18
18
40%
27
60%
45

Other Hours 10pm-12pm
0
0
0
0
0
0
0
0
0
0
0
0
14
100%
14

There were primarily two curling groups for the 2024/2025 season. The senior's group on Mondays and Fridays rent the ice in much the same way the minor associations rent our skating ice. They program the ice and account for who is using it during the hours they have booked. As such we do not have registrant information related to the participants in the seniors group rentals.

The second group was managed through registration. This was for the Monday to Friday evening league participants as well as the Thursday morning senior's league. City Staff arranged for in-person registrations for curlers. In doing so, a total of 181 people were registered. Of those who registered, 90 people provided City of Windsor addresses, 82 people provided an address outside of the City of Windsor and 9 people did not provide an address.

2025/2026 - Ice Allocation

Based on the 2024/2025 season, the City of Windsor carried 363.5 hours of prime ice booked across all its skating rinks out of a possible 397.5 hours per week. With the AM800 rink inoperable this upcoming season and without making any other changes to our current operating model our available prime ice will be reduced to by 53 hours of prime ice to 344.5 hours per week. This would force some user groups to reduce their programming and others not being able to rent ice time in the City of Windsor at all. Converting CPRC Rink A from a curling only rink to a skating rink would compensate for the loss of 53 hours of prime ice time for these user groups. Following is a proposed skating ice schedule for CPRC Rink A should it be converted:

CAPRI PIZZERIA RECREATION COMPLEX - RINK A

Proposed 2025-2026 Season

RENTAL
OPEN ICE

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	TIME
6:00	Book	Book	Book	Book	Book	Book	Book	6:00
6:30	Book	Book	Book	Book	Book	Book	Book	6:30
7:00	Book	Book	Book	Book	Book	Book	Book	7:00
7:30	Book	Book	Book	Book	Book	Book	Book	7:30
8:00	-	-	-	-	-	-	-	8:00
8:30	-	-	-	-	-	-	-	8:30
9:00	-	-	-	-	-	-	-	9:00
9:30	-	-	-	-	-	-	-	9:30
10:00	-	Ice Maintenance	-	-	-	-	-	10:00
10:30	-	Ice Maintenance	-	-	-	-	-	10:30
11:00	-	Ice Maintenance	-	-	Ice Maintenance	-	-	11:00
11:30	-	Ice Maintenance	-	-	Ice Maintenance	-	-	11:30
12:00	-	Ice Maintenance	-	-	Ice Maintenance	-	-	12:00
12:30	-	Ice Maintenance	-	-	Ice Maintenance	-	-	12:30
1:00	-	Ice Maintenance	-	-	Ice Maintenance	-	-	1:00
1:30	-	Ice Maintenance	-	-	-	-	-	1:30
2:00	-	-	-	-	-	-	-	2:00
2:30	-	-	-	-	-	-	-	2:30
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11:00	-	-	-	-	-	-	-	11:00
11:30	-	-	-	-	-	-	-	11:30
12:00	Book	Book	Book	Book	Book	Book	Book	12:00
12:30	Book	Book	Book	Book	Book	Book	Book	12:30

User Groups	Weekdays 5pm - 10pm	Prime Hours Weekends 8am - 10pm	Total Prime
LCBGW	0	0	0
RFSC	0	0	0
RMHA	0	0	0
SPFHA	0	0	0
SWFSC	0	0	0
WFSC	0	0	0
WMHA	0	0	0
Others	0	0	0
Sub-Total	24	17	41
Total Bookings	24	17	41
Booking % of Available	96%	61%	77%
Total Open Ice	1	11	12
Open Ice % of Available	4%	39%	23%
Available	25	28	53

Non-Prime Hours Weekdays 8am - 5pm
0
0
0
0
0
0
0
0
0
26
26
58%
19
42%
45

Other Hours 10pm-12pm
0
0
0
0
0
0
0
0
0
3.5
3.5
25%
10.5
75%
14

Administration reached out to surrounding municipalities to inquire about available prime ice for the 2025-2026 season and has been advised that all rinks are at or near capacity and would not be able to accommodate programming displaced from WFCU.

Risk Analysis:

In converting the CPRC curling pad back to a skating ice rink it would add 53 hours of prime ice time back into the system. The City of Windsor would then be able to accommodate the user groups displaced due to the fire at the WFCU Centre. However, curling would be displaced as a result.

If CPRC Rink A was not converted, Administration would meet with the Ice Allocation Group and follow the policies and procedures with respect to available ice time. This would involve first removing all adult rentals. If ice could not be found to accommodate all the minor user groups, they would be required to return ice based on the percentage of ice no longer available and would result in a decrease in programming that they would be able to offer to the community. Finally, if any ice time remained available, administration would allocate it to adult user groups.

Climate Change Risks

Climate Change Mitigation:

If the decision were made to return Capri Pizzeria Recreation Complex Rink A to skating ice operations, the ice season would be approximately one (1) month longer than the curling season but in line with how the facility previously operated.

Administration will continue to review operations and seek opportunities to reduce energy and emissions.

Climate Change Adaptation:

Administration will continue to identify further opportunities to reduce environmental and climate impacts over the life of the Capri Pizzeria Recreation Complex.

Financial Matters:

If direction is to convert Rink A at CPRC to skating ice operations, revenue generated from skating ice would remain consistent amongst all rinks with what would have been generated by AM800 rink rentals at the WFCU. For the 2024/2025 season, revenues of approximately \$441,000 were generated at the WFCU AM800 rink. By comparison, Capri Pizzeria Recreation Complex generated curling revenues of \$155,000 for the 2024/2025 season including prime and non-prime ice time, a difference of \$286,000 in revenue.

The cost to convert the ice pad for skating ice operations is estimated at approximately \$10,000, which is comprised primarily of internal staffing costs. This expense will be funded by the Arenas Department 2025 approved operating budget.

If the user groups from the AM800 rink are not relocated to the CPRC, administration would have to evaluate the lost revenues after the ice allocation process took place to determine how many rentals were negatively affected and how much revenue was lost as a result.

Consultations:

Tracy Ou, Financial Planning Administrator
Marc Gomes, Claims Administrator
Wira Vendrasco, City Solicitor
Kate Tracey, Senior Legal Counsel

Conclusion:

Converting Rink A at the Capri Pizzeria Recreation Complex to a skating ice pad would allow for the minor associations to continue to provide their current level of programming to the youth in our community.

Making this decision as soon as possible provides administration the opportunity to notify the affected user groups so that they have time to plan accordingly for the fall/winter season.

Planning Act Matters:

N/A

Approvals:

Name	Title
Cory Elliott	Manager, Arenas and Recreation Facilities
James Chacko	Executive Director Parks, Recreation & Facilities
Michael Chantler	Commissioner, Community Services
Emilie Dunnigan	Manager Development, Revenue & Financial Administration
Janice Guthrie	Commissioner, Finance & City Treasurer
Jelena Payne acting for Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Council Report: C 83/2025

Subject: Tariff Impact and Procurement Strategy - City Wide

Reference:

Date to Council: June 9, 2025

Author:

Matthew Johnson

Executive Director of Economic Development

majohnson@citywindsor.ca

Dawn Lamontagne

Manager of Purchasing (A)

DLamontagne@citywindsor.ca

Doran Anzolin

Executive Initiatives Coordinator

danzolin@citywindsor.ca

CAO Office

Report Date: 5/22/2025

Clerk's File #: GM/14960

To: Mayor and Members of City Council

Recommendation:

THAT City Council **ENDORSE** the City of Windsor's Strategic Response to Tariffs as outlined in the report, including initiatives related to business retention, workforce preparedness, trade diversification, and participation in the Economic and Trade Task Force; and,

THAT City Council **APPROVE** the proposed Procurement Process Enhancements to the Tariff Mitigation Procurement Strategy that prioritizes a "Buy Canadian" approach, which includes:

- the requirement for Council to approve sole-sourced purchases from a non-Canadian company over \$100,000, where there may be an alternative Canadian company;
- vendor disclosure of tariff-impacted materials prior to solicitation award;
- tariff impact analysis in Council and Administrative reports where applicable;
- Council direction on purchases exceeding approved budgets;
- sourcing raw materials from Canada upfront where possible;
- updating vendor contracts to explicitly address tariff implications and responsibilities; and,
- internal rollout and communication of tariff mitigation tools and resources.

THAT these measures remain in **EFFECT** until January 2029 or until City Council directs Administration to resume the standard procurement process as outlined in Purchasing By-Law 93-2012; and,

THAT City Council **ADVOCATE** to the provincial and federal governments for targeted economic support for Windsor, including inclusion in any future tariff mitigation programs, infrastructure investments, and workforce development initiatives.

Executive Summary:

N/A

Background:

On May 12, 2025, CR 191/2025 approved report C 69/2025 – City of Windsor Tariff Impact and Response – City Wide, which included the following motions:

- That administration **BE DIRECTED** to report back with options for Council's consideration regarding amending the purchasing by-law to strike a functional balance between administrative efficiency and Council's previous direction to "Buy Canadian" where feasible; and,
- That administration **BE DIRECTED** to report back with information that highlights on-going economic risks associated with US Tariffs.

As a result of the motions above, Administration is bringing forward this report. This report provides further information as to how the City of Windsor is responding to the economic impacts of tariffs, and further information and options to procurement with respect to "Buy Canadian" wherever reasonably feasible both financially and operationally.

Discussion:

Tariff Economic Impact

In April, the Financial Accountability Officer of Ontario released a report identifying Windsor as one of the most vulnerable municipalities in Ontario in relation to tariffs and U.S.-Canada trade tensions. Furthermore, more than 21% of the Windsor-Essex workforce is employed in manufacturing and the automotive sector.

Tariffs may also threaten several of Windsor's key municipal priorities, including:

- Revitalization of Downtown Windsor, as economic uncertainty may deter investment and development.
- Progress on the Housing Solutions Made for Windsor EOI process, with developers potentially delaying or withdrawing interest.
- Achievement of housing targets under the Building Faster Fund (BFF), which aims to deliver 1,300 new housing units by 2026. Rising construction costs could jeopardize these goals.

- Transit Windsor ridership growth, as job losses may reduce car ownership and increase reliance on public transit, straining existing services.

The Economic Development team at the city is closely monitoring this situation and while investment and business activity has slowed, economic progress has not stopped. Economic Development staff are continuing to work with many high priority leads related to investment attraction projects in the city.

Additionally, according to the Windsor Essex Regional Chamber of Commerce, many main street businesses and chamber members are seeing an increase in business activity due to an increased effort and campaign related to buy local/buy Canadian strategies.

City of Windsor's Strategic Response

In response to these challenges, the City of Windsor Administration has implemented a multi-faceted strategy to support the community and mitigate the economic impacts of tariffs:

1. Business Retention and Support:

- The Economic Development Department has intensified its focus on supporting and retaining existing local businesses.
- The City is actively assisting businesses in accessing federal and provincial support programs and navigating economic uncertainty.
- Ongoing engagement with high-priority foreign direct investment (FDI) clients, in a diverse range of sectors, ensures Windsor remains a competitive and attractive location for investment.

2. Economic and Trade Task Force:

- Since February 3, 2025, the Commissioner, Economic Development and Executive Director, Economic Development have participated in the Economic and Trade Task Force, alongside Invest Windsor-Essex and the Windsor-Essex Chamber of Commerce.
- This task force meets weekly to:
 - Monitor and assess tariff-related challenges.
 - Collect real-time data from local businesses.
 - Coordinate advocacy efforts with upper levels of government in both Canada and the U.S.

3. Workforce Preparedness and Support:

- The City's Employment & Social Services department, through the Windsor Regional Employment Network (WREN), is working closely with the Ministry of Labour, Immigration, Training, and Skills Development (MLITSD).
- WREN is preparing for potential business downsizing or closures across Windsor-Essex, Chatham-Kent, and Sarnia-Lambton.
- In the event of layoffs, WREN will:
 - Engage directly with affected employers.
 - Deliver information sessions, workshops, and employment referrals through Employment Ontario partners.
 - Provide dedicated intake staff to connect individuals with job placement services.
 - Facilitate retraining and upskilling opportunities to help workers transition into new employment sectors.

4. Trade Diversification and Market Expansion:

- The EcDev team and key community business partners (Invest WindsorEssex & Windsor Essex Regional Chamber of Commerce) have held and coordinated webinars and events aimed at businesses exploring opportunities to diversify trade partnerships and reduce reliance on U.S. markets.
- These webinars are recorded and hosted on the Regional Tariff Task Force website to allow companies to view the recorded sessions and are promoted regularly through marketing channels on Invest Windsor Essex's social media.

Administration has reviewed the strategies and responses of other municipalities in addressing the economic impacts of tariffs. Based on this review, Administration is confident in the City of Windsor's strategy given Windsor's unique economic context. In addition to engaging with upper levels of government to advocate for the community and highlight Windsor's distinct vulnerability to trade-related disruptions, the City is actively implementing several local economic initiatives to support businesses and promote long-term prosperity. These ongoing efforts reinforce the City's commitment to protecting local economic stability, supporting affected sectors, and ensuring that Windsor remains resilient in the face of global trade uncertainty.

Current Federal and Provincial Support Programs

In response to growing economic pressures from tariffs and global trade uncertainty, the Province of Ontario's 2025 Budget—tabled the week of May 12—introduced several targeted funding programs to support businesses and communities. These initiatives are designed to help mitigate the impacts of trade disruptions, protect jobs, and strengthen Ontario's economic resilience.

Provincial Budget 2025 Funding Programs:

- **Trade-Impacted Communities Program (TICP):** A new \$40 million program administered by the Ministry of Economic Development, Job Creation and Trade. It offers up to 100% funding for projects that address trade-related challenges such as supply chain disruptions or export declines.

- Stream 1 Community Economic Development: \$250,000–\$2 million – Stream 1 supports community projects that respond to U.S. trade disruption, including immediate resiliency measures, the development and implementation of local strategies, and efforts to diversify export markets.
- Stream 2 Transformational Project: \$2 million–\$10 million – Stream 2 supports large-scale, collaborative projects designed to grow and transform local clusters and industrial supply chains to bolster Ontario's competitiveness and economic resiliency.
- Stream 1 is continuous intake and Stream 2 will be open until September 11, 2025.
- Eligible projects include business retention, supply chain resilience, workforce transition, and infrastructure investments. Priority is given to communities in trade-sensitive sectors like automotive, steel, and agri-food.
- The City's Asset Planning team is aware of the program, and Administration in EcDev is actively collaborating with Invest WindsorEssex (IWE) to explore the opportunity for IWE to submit a single, comprehensive regional proposal that is cohesive, community-driven, and reflective of local needs.
- **Ontario Made Manufacturing Investment Tax Credit (OMMITC):** A 10% refundable tax credit for manufacturers investing in buildings, machinery, and equipment. The program has been expanded by \$1.3 billion over three years to help offset capital costs and improve productivity in the face of tariff pressures.
- **Protecting Ontario Account:** A \$5 billion fund, including \$1 billion in immediate liquidity relief for businesses affected by tariffs and trade barriers. Support is available through loans, financing programs, and sector-specific packages to stabilize operations and maintain employment.
- **Skills Development Fund (SDF):** Expanded by \$1 billion, bringing the total to \$2.5 billion, this fund supports training and upskilling programs in sectors like advanced manufacturing, clean tech, and critical minerals. It targets communities facing workforce displacement due to trade shifts.
- **Ontario Together Fund (OTF):** Provides up to 75% of eligible costs (max \$5 million) for projects that strengthen domestic supply chains. Delivered as interest-free loans, with up to 30% forgivable if job and investment targets are met. Focus areas include reshoring, capacity expansion, and tariff mitigation.

Additional Upper Level of Government Tariff Funding Programs:

In response to the economic challenges posed by rising tariffs and global trade uncertainty, both the federal and provincial governments have introduced a range of funding programs to support businesses, workers, and communities. These programs are designed to help mitigate cost pressures, stabilize operations, and promote long-term economic resilience in trade-exposed sectors.

- **Export Development Canada (EDC):** Offers credit insurance, working capital guarantees, and financing to help Canadian exporters manage tariff risks and access new markets.

- **Business Development Bank of Canada (BDC):** Provides loans and advisory services for businesses investing in supply chain diversification, productivity, and digital transformation.
- **Duty Relief and Drawback Programs:** Allow businesses to import goods duty-free if they are used in exports or re-exported, helping reduce tariff-related costs.
- **Wage Subsidies and Employment Programs:** Affected employers may access federal employment support through programs such as the Work-Sharing Program, which helps employers and workers avoid layoffs during temporary business downturns. Workers share available work while receiving EI benefits for lost hours.
- **Ontario's Comprehensive Tariff Relief Package:** An \$11 billion support package offering tax relief, electricity rebates, and fee reductions to offset rising operating costs in key sectors. Measures include adjustments to corporate tax, industrial electricity pricing, and regulatory compliance costs.

A comprehensive list of these resources is also available on the Regional Tariff Task Force webpage (<https://www.investwindsoressex.com/how-we-help/windsor-essex-economic-trade-task-force/>). The City of Windsor will continue to actively market and promote these programs to local businesses to ensure they are aware of the supports available. City staff are available to assist companies with questions or guidance on how to access these programs. In addition, the City will work closely with our Communications team to promote these opportunities through municipal social media channels, and we will also amplify information shared by our partners across the Regional Economic Task Force network to maximize awareness and reach.

Procurement Process Enhancements to Prioritize “Buy Canadian”

In response to ongoing economic uncertainty and the heightened impact of U.S. tariffs on the City of Windsor, Administration is advancing a series of Procurement Process Enhancements aimed at strengthening the City's commitment to a “Buy Canadian” approach—where feasible both financially and operationally. These enhancements are aligned with Council's direction to prioritize Canadian suppliers and mitigate the financial risks associated with tariff-impacted procurements.

The proposed enhancements are designed to improve accountability, increase transparency in procurement decisions, and ensure that tariff-related risks are clearly identified and managed through processes developed to mitigate exposure in advance of project execution. The following enhancements are being proposed:

1. **Sourcing raw materials from Canada:** Administration will work proactively with consultants to identify cost-effective alternative Canadian made goods and raw materials previously sourced from the U.S. We will amend our specifications to include Canadian made goods and raw materials in our solicitation documents, whenever possible.
2. **Council Oversight on Sole-Sourced Purchases Over \$100,000 from non-Canadian Companies:** Any sole-sourced procurement over \$100,000 from non-Canadian companies where there may be an alternative Canadian company, will be brought back to Council for further direction. This ensures Council has the opportunity to assess the strategic and financial implications of such purchases.

The exception to this procurement process enhancement would be for instances where there are no known vendors available in Canada. An example of this exception where there are likely to be no Canadian vendors for operational purchases include:

- **Wastewater Pollution Control Chemicals and Equipment:** Most treatment chemicals and specialized equipment have no alternative suppliers outside the U.S.
- **Fire, Public Safety, and Huron Lodge:** This category includes specialized vehicles, equipment, and supplies essential to emergency response, frontline operations, and the delivery of critical public health care services. Due to the highly technical and regulated nature of these assets—such as fire apparatus, emergency service vehicles, and health-related equipment—Canadian vendors are often unavailable or unable to meet required specifications. It is important to note that the federal government provides a rebate program on tariffs for goods imported from the U.S. for Public Health, Health Care, Public Safety, and National Security purchases. From CBSA, under the *United States Surtax Remission Order (2025)*, purchasers may claim a rebate for tariff costs using special authorization code 25-0466A, as outlined in Sections 1 and 5 of the Remission Order.
- **Parks and Recreation Equipment, and Heavy-Duty Fleet:** Most heavy equipment used for park maintenance and Infrastructure Services operations is supplied by U.S. manufacturers.
- **IT Hardware and Software:** Many IT systems and software used by the City are essential for daily operations and cannot be easily replaced by non-U.S. alternatives, including, but not limited to the City's ERP system, some security software, and PCI compliance software.

From a procurement perspective, a Canadian company would be defined as a business that is legally identifiable through the following means:

- Article of incorporation in Canada, or
- Master Business License from Service Ontario, or
- CRA HST Tax Number

3. **New Risk and Financial Criteria in Council and Administrative Reports:** Effectively immediately, all Council, CAO, and CAOP reports will include enhanced criteria in the Risk and Financial Matters sections. This new set of criteria will require Administration to explicitly identify tariff implications, quantify potential cost impacts, and justify any recommendation to proceed with a tariff-affected purchase. It will ensure that Canadian vendors are considered for all purchases, outlining what Canadian options exist, as well as cost-comparison to any tariff implicated purchase, project, or initiative.
4. **Vendor Disclosure of Tariff-Impacted Materials:** Some projects may include goods and raw materials that may be subject to tariffs. Administration will ensure

tender documents include a list of items that may be subject to tariffs and Bidders will be required to confirm the value of tariffs on identified and additional items, if applicable, prior to award. This will allow Administration to better assess the risk of cost overruns and determine whether the project may exceed the approved budget.

5. **Council Direction on Budget Overruns:** If a purchase, project, or initiative is projected to exceed its approved budget—particularly due to tariff-related costs and Administration can't negotiate the proposed solicitation within budget—Administration will report back to Council for further direction before proceeding.
6. **Contracts:** The Windsor Construction Association (WCA) notified Administration and other public sector owners of concerns with contractors and subcontractors being unfairly burdened with unpredictable tariff increases. Administration consulted with WCA to learn more about the challenges faced by the local construction community with respect to tariffs. As a result of our discussion, Administration revised our standard legal agreements to allow for price adjustments due to changes in tariffs, to ensure contractors are not unfairly burdened with tariffs. The legal agreement revisions also include provisions for contractors to make efforts to mitigate the increased tariffs by identifying cost-effective alternatives, which may help reduce costs and increase raw materials being sourced from Canada.
7. **Rollout and Communication Internally:** Key resources, including the new Risk and Financial Criteria for Council and Administrative Reports and a Frequently Asked Questions document on Tariff Procurement, have been developed and communicated to staff by the CAO. These tools provide clear guidance on expectations moving forward. Additional layers of scrutiny and risk mitigation continue to be implemented. Previous communications have also reinforced the role of each department's designated Financial Planning Administrator in ensuring that any tariff-related costs are properly justified and that Canadian vendor alternatives are thoroughly explored and evaluated.

The proposed enhancements strike a balance between advancing a “Buy Canadian” strategy and maintaining the flexibility needed to deliver critical infrastructure and services on time and within budget. Council's consideration of the additional measures should weigh the benefits of increased oversight against the potential risks of project delays and lost funding opportunities.

Administration recommends that the Tariff Mitigation Procurement Strategy, along with the proposed process enhancements, remain in effect until the conclusion of the current U.S. President's term in January 2029, or until such time as City Council directs Administration to resume the procurement procedures outlined in Purchasing By-Law 93-2012.

Risk Analysis:

If Council wishes to include further measures beyond the Procurement Process Enhancements presented above, there could be additional operational risks. Council should be mindful that doing so could introduce delays to critical City projects and potentially jeopardize grant funding that is contingent upon meeting specific project

completion timelines. Additional measures may further strengthen the City's "Buy Canadian" strategy; however, they must be carefully weighed against the operational and financial risks associated with delayed project delivery.

While a "Buy Canadian" strategy supports domestic production, it may introduce increased financial risks to the City. In some cases, Canadian products and services may be more expensive than U.S. alternatives, placing additional pressure on the City's budget. Furthermore, increased demand for Canadian-made goods—driven by broader market shifts—may reduce availability and drive-up costs. As such, Administration remains committed to implementing this strategy in a way that balances economic resilience with fiscal responsibility, ensuring that procurement decisions continue to support value for money and the efficient delivery of municipal services.

Additional Information Memo AI 15/2025, Legal Considerations in Procurement Tariff Mitigation, provides additional information to City Council regarding the legal considerations with respect to procurement strategies and preferential treatment both in terms of domestic law and international trade agreements.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Ultimately, tariffs may have a significant financial impact on the municipality, affecting both operational and capital budgets, through increased costs on raw materials and finished goods. The City's current 2025 10-year capital plan considers \$2.24B in expenditures, with just over \$312M of that budgeted in 2025. This does not include work currently underway that could also be subject to tariff impacts. While determining the exact financial impact of tariffs on the overall capital plan is challenging, a recent report by Oxford Economics has suggested that tariff impacts on planned municipal infrastructure expenditures could increase infrastructure costs by 2.1%. Based on Administration's review of our current capital plan, the approved projects identified, and our City's unique reliance on goods procured from the United States, we expect that the actual impact could be substantially higher.

While all projects in the capital plan are reviewed annually for inflationary impacts, much like the pressures faced during the COVID-19 pandemic, current projects could not have contemplated the current threat of tariffs being proposed. Project contingencies, while helpful in mitigating minor to modest price fluctuations, are not expected to be able to fully support the potential magnitude of proposed tariff impacts.

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. This project was established to mitigate overages in tender pricing resulting from excess inflation however it is likely that these funds may need to be considered to address tariff impacts as well.

Although all efforts to complete projects as approved under the current capital plan will be undertaken, Administration inevitably, in conjunction with adjustments to procurement strategies, form of Agreements and other contract language, will need to look to reduce the scope or scale of some work or consider the deferral of some projects.

Similarly, with regards to operating expenditures that include supplies and purchases of goods and services, there will likely be a budgetary impact. However, in this case, there is no identified funding source which could be used to mitigate any cost escalations. The City's Budget Stabilization Reserve, which is typically used to fund one-time or unexpected costs, cannot be considered as a sustainable funding source for increased costs. Departments will need to assess the impact of tariffs as it relates to their operating expenditures and consider all mitigating measures including selection of suppliers, deferral of expenditures and/or reduced scope of works. Future budget development will need to specifically consider the degree to which departments have been impacted and will need to develop strategies and alternative funding options rather than to pass on increases through the tax levy.

Administration will continue to closely monitor the tariff impacts. Financial controls have been put into place to identify, where possible, direct tariff charges so as to quantify the impacts on both capital and operating expenditures. Administration will continue to work on developing further strategies and guidelines that can be used to deal with proposed tariffs and their impact on project pricing as well as to lobby for stimulus funding from senior levels of government.

Consultations:

Natasha Gabbana, Senior Manager of Asset Planning

Colleen Middaugh, Manager of Corporate Projects

Joshua Meloche, Senior Legal Counsel

Mark Nazarewich, Deputy City Solicitor

Stacey McGuire, Executive Director Engineering, Deputy City Engineer

Alex Vucinic, Executive Director of Information Technology (A)

Tanya Antoniwi, Executive Director of Employment & Social Services

Cristina Melnik, Senior Economic Development Officer

Conclusion:

In response to the economic impacts of tariffs, the City of Windsor has adopted a comprehensive strategy that strengthens procurement practices and promotes

economic resilience. Central to this is the Tariff Mitigation Procurement Strategy, which introduces targeted process enhancements that prioritize a “Buy Canadian” approach, improve risk mitigation, and increase City Council oversight on high-risk or sole-sourced purchases. These measures aim to reduce financial exposure while ensuring timely and cost-effective delivery of services and infrastructure. Complementing this, Administration continues to advance city-wide initiatives—such as business retention, workforce development, trade diversification, and regional collaboration—through the Economic and Trade Task Force, aligning with ongoing engagement with upper levels of government to support long-term economic stability in Windsor.

Planning Act Matters:

N/A

Approvals:

Name	Title
Dawn Lamontagne	Purchasing Manager (A)
Matthew Johnson	Executive Director of Economic Development
Wira Vendrasco	City Solicitor
David Simpson	Commissioner of Infrastructure Services and City Engineer
Andrew Daher	Commissioner of Corporate Services
Janice Guthrie	Commissioner of Finance and City Treasurer
Jelena Payne	Commissioner of Economic Development Deputy Chief Administrative Officer
Jelena Payne acting for Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Additional Information Memo for Report C 83/2025 - Tariff Impact and Procurement Strategy; Legal Considerations in Procurement Tariff Mitigation

Reference:

Date to Council: June 9, 2025
Author: Wira Vendrasco and Joshua Meloche
Legal Services
Report Date: 5/27/2025
Clerk's File #: GM/14960

To: Mayor and Members of City Council

Additional Information:

Report C 83/2025 provides information about City of Windsor tariff impact processes.

This memo provides additional information to that report and outlines the legal considerations with respect to procurement strategies and preferential treatment both in terms of domestic law and international trade agreements. These legal considerations are largely reflected in the City's Purchasing By-law (By-law 93-2012), which states that "The *Discriminatory Business Practices Act* and the Trade Agreements forbid the granting of a preference to a local Supplier as a form of discrimination...". This is a standard provision that is commonly included in municipal purchasing by-laws.

CR140/2025 passed on April 14, 2025

On April 14, 2025, Councillor Kieran McKenzie put forward a Notice of Motion endorsing the federal and provincial call for a "Buy Canadian" policy for all municipal procurement processes, prioritizing Canadian-made goods and services where reasonably feasible both financially and operationally to support local and domestic businesses and workers. Further calling upon both the federal and provincial governments to remove any impediments to municipalities preferring Canadian companies in the context of municipal procurement. Council approved this Notice of Motion by CR140/2025.

Municipalities/Provincial/Federal

Several municipalities, including the City of Burlington have put forward similar motions to that mentioned above. Effective March 4, 2025, the Government of Ontario adopted a Procurement Restriction Policy designed to restrict U.S.A. businesses from accessing public sector procurements in Ontario. This policy does not apply to municipalities. Calling on the federal and provincial government to implement such a policy with

application to municipalities will assist in removing impediments to municipalities with respect to preference procurement.

Domestic Law

Discriminatory Business Practices Act

Should Council proceed with a strict “Buy Canadian” policy and/or strategy giving preference to Canadian suppliers/contractors or others, there is a risk that this action may be considered a discriminatory practice pursuant to the Act. The Act prohibits an entity from refusing to engage in business with another entity (such as the U.S.A.) based upon a protected attribute, including nationality, place of origin, geographical location amongst others. The Act prohibits a "refusal" to engage in business.

This Act does not apply to a discriminatory practice engaged in, in accordance with a policy of the federal government directed toward trade with a country other than Canada or persons in a country other than Canada or of the Ontario government directed toward persons in Provinces or Territories other than Ontario. Without such a policy, the Act hinders a municipality's ability to limit procurements to certain suppliers/contractors based on a protected attribute or give preference to Canadian suppliers/contractors. That is why calling on the federal and provincial government to implement such a policy with application to municipalities will assist in removing impediments to municipalities with respect to preference procurement and avoid potential contraventions of the Act, is important. To date, no such impediments have been removed.

Procurement Tariff Mitigation Strategy

The City's Tariff Mitigation Strategy as outlined in C 69/2025 – *City of Windsor Tariff Impact and Response – City Wide* and as further stated in C 83/2025 provides strategies aimed to reduce exposure to tariff-related costs.

Risk Analysis

A corporation that contravenes the Act may be charged with an offence under the Act by the Ministry of Public and Business Service Delivery and Procurement (formerly, the Ministry of Consumer and Business Services) (Ministry). A corporation convicted of such an offence may be liable to a fine of up to \$100,000 (s.16(2)). Where a corporation has been convicted of an offence under certain subsections in the Act, directors, officers, servants or agents of the corporation who in whole or in part responsible for the conduct of that part of the business of the corporation that gave rise to the offence is a party to the offence unless it can be satisfied that they did not authorize, permit or acquiesce in the offence (s.16(3)). Further, a person who incurs loss or damage as a result of an act that is contravention of the Act, has a right to compensation for the loss or damage and to punitive or exemplary damages from the entity who committed the act (s.9(1)). The Ministry or persons who complain of an injury due to a contravention of the

Act can also apply to the courts for an order prohibiting the continuation or repetition of the contravention or the carrying on of any activity specified in the order (s.11(1)). There are additional enforcement actions that can be taken, including but not limited to, the Ministry issuing an order to cease a discriminatory business practice (s.6(1)) or appointing an investigator to determine validity of the practice in question (s.8(1)).

Trade Agreements

Canadian Free Trade Agreement (“CFTA”) and Regional Trade Agreements

The CFTA is a domestic trade agreement that governs trade between Canadian provinces and territories.

Implementing a procurement strategy that limits procurement from U.S.A. suppliers/contractors or gives preference to Canadian suppliers/contractors must do so in a manner that does not discriminate against suppliers/contractors in other provinces and territories. The tariff mitigation procurement strategies outlined in C69/2025 and C83/2025 do not do so.

CFTA permits Buy Canadian below international trade agreement thresholds, which are \$353,300 for goods and services and \$8,800,000 for construction.

Trade Agreements Between Canada and the U.S.A.

The international trade agreements to which both Canada and the U.S.A are parties to do not apply to municipal procurements. Measures by a municipality limiting or excluding procurements from U.S.A. suppliers/contractors are unlikely to violate the provisions of the international trade agreements to which Canada and the U.S.A. are parties.

Trade Agreements between Canada and Countries other than the U.S.A.

Municipal procurements are covered by some of Canada’s trade agreements with countries other than the U.S.A. For this reason, a distinction must be made between municipal procurement strategies that seek to “Buy Canadian” and others that seek to limit procurement from U.S.A. suppliers/contractors. If the intention is to “Buy Canadian”, Canada’s obligations under its trade agreements with countries other than the U.S.A. must be considered.

Of Canada’s international trade agreements, only the Canada-EU Comprehensive Economic Trade Agreement (CETA) and the Canada-UK Trade Continuity Agreement (Canada-UK TCA) cover municipal procurements, and both agreements only apply to procurements by municipalities at or above the thresholds of \$353,300 for goods and services and \$8,800,000 for construction as described in report C 83/2025. Buy Canadian is permitted below these thresholds.

Approvals:

Name	Title
Doran Anzolin	Executive Initiatives Coordinator
Dawn Lamontagne	Manager Purchasing (A)
Matthew Johnson	Executive Director of Economic Development
Wira Vendrasco	City Solicitor
David Simpson	Commissioner, Infrastructure Services and City Engineer
Andrew Daher	Commissioner of Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Jelena Payne	Commissioner, Economic Development and Deputy Chief Administrative Officer
Ray Mensour	Chief Administrative Officer

Appendices:

BY-LAW NUMBER 104-2025

A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN IMPROVEMENT AREAS FOR THE YEAR 2025

Passed the 9th day of June, 2025.

WHEREAS by original By-law Numbers, which by-laws and/or affected areas may have been subsequently amended and/or enlarged upon from time to time thereafter as the case may be, identified on Schedule “A” hereto, the respectively indicated improvement areas of the City of Windsor were so designated within the meaning of Section 204 of the *Municipal Act, 2001*, S.O. 2001, c.25 (the “Act”);

AND WHEREAS Council has approved the budgets of the respective Boards of Management of the said improvement areas for this year (the “Current Year”) in the amounts respectively indicated on said Schedule “A”;

AND WHEREAS the total assessed values of the rateable property in prescribed business property classes in the said improvement areas, used as the basis for computing such special charges, are in the amounts all as respectively depicted on said Schedule “A”;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subject to such maximum and minimum charges heretofore specified by by-law as same may be applicable, there are hereby imposed special charges for the Current Year upon those persons assessed with respect to rateable property in prescribed business property classes in the affected improvement areas, all as more particularly respectively indicated on Schedule “A” hereto, which schedule forms part of this by-law and is incorporated herein, such special charges to be in the amounts respectively calculable in accordance with said Schedule “A”.
2. That the said respective special charges shall be imposed, levied and collected by tax rates respectively as applicable to the prescribed business property classes in accordance with said Schedule “A”, based on the assessment for rateable property that is used as the basis for computing the assessment according to the previous year’s assessment roll, as returned, upon which special charges or taxes for the Current Year shall be levied.
3. That the said special charges shall be respectively entered upon the tax roll and shall be collected in the same manner and with the same remedies as property taxes, and which special charges shall have priority lien status as defined in subsections 1(2.1) and 1(3) of the Act.

4. That the said respective special charges shall be paid by the persons assessed therefore in the improvement areas at the same time and in the same manner as property taxes, and there shall be added an additional percentage charge for non-payment by the due date in the same manner as for non-payment of property taxes.
5. That if any section, part or provision of this by-law shall be declared by a court of competent jurisdiction to be invalid or unenforceable, such impugned portion shall be deemed severed or severable from the remainder of this by-law and the application of the remainder of the by-law shall not be affected thereby and shall be valid and enforceable in accordance with the tenor thereof to the extent permitted by law.
6. 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 – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

A BY-LAW TO PROVIDE FOR THE IMPOSITION OF SPECIAL CHARGES UPON PRESCRIBED BUSINESS PROPERTY CLASSES OF RATEABLE PROPERTY WITHIN BUSINESS IMPROVEMENT AREAS (BIA) FOR THE YEAR 2025

SCHEDULE A

Subject Improvement Area	Number of Parcels	Rate Minimum	Rate Maximum	Original BIA Designating By-Law Number	2025 Levy	Assessment for 2025 Taxation	2025 Tax Rate for each Prescribed Business Property Class
Downtown Windsor Business Improvement Association	301	\$75	\$15,000 + 1/2 over \$15,000	5651	764,550	249,955,507	0.00349916
Erie Street – Via Italia	91	N/A	N/A	8185 amended by 10295	125,000	21,801,300	0.00573361
Ford City	79	\$600	\$600	9571	47,400	7,956,050	\$600 flat levy
Olde Riverside Towne Centre	34	N/A	N/A	10362	75,000	10,025,600	0.00748084
Olde Sandwich Towne	26	N/A	N/A	8410	67,100	8,201,700	0.00818123
Ottawa Street	76	N/A	N/A	5385	71,965	22,129,000	0.00325207
Pillette Village	41	N/A	N/A	10559	40,125	11,151,600	0.00359814
Olde Walkerville	54	N/A	N/A	8024	75,000	24,313,600	0.0030847
Wyandotte Towne Centre	125	\$100	N/A	10095	94,000	22,782,600	0.00412554

BY-LAW NUMBER 105-2025

A BY-LAW TO FIX THE TAX RATES AND TO PROVIDE FOR THE LEVY AND COLLECTION OF PROPERTY TAXES FOR THIS YEAR

Passed the 9th day of June, 2025.

WHEREAS it is deemed necessary to fix the tax rates for the 2025 year pursuant to Section 312 of the *Municipal Act, 2001*, S.O. 2001 c.25 (hereinafter referred to as the “*Act*”) relative to the property classes specified below, and to provide accordingly for the levy and collection of taxes thereon required for the general purposes of The Corporation of the City of Windsor (hereinafter referred to as the “City”) in the amount of \$451,571,192;

AND WHEREAS all property assessment rolls on which the 2025 taxes are to be initially levied have been returned pursuant to the provisions of the Assessment Act, R.S.O. 1990, c. A31, as amended (hereinafter referred to as the “Assessment Act”);

AND WHEREAS Property Classes and Property Subclasses have been prescribed pursuant to Sections 7 and 8 of the *Assessment Act*;

AND WHEREAS the City is required to establish tax ratios pursuant to Section 308 of the *Act* for each prescribed Property Class;

AND WHEREAS Sections 313 and 313.1 of the *Act* requires the tax treatment be set for each prescribed property subclass in accordance with the regulations;

AND WHEREAS Section 312 of the *Act* provides for the establishment of tax rates to be levied for local municipal purposes;

AND WHEREAS the taxes for School purposes shall be levied, collected and administered by the City in accordance with Ontario Regulation 400/98 under the *Education Act*, R.S.O. 1990, c. E.2;

AND WHEREAS Part X of the *Act* provides for the issuance of tax bills and the collection and administration of tax amounts, including amounts that become due and remain unpaid;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. “delegate” means any person or persons upon whom the City has conferred the duties and powers of the Treasurer with respect to tax collection pursuant to Section 286 of the *Act*.
2. **THAT** for the taxation year 2025, the tax ratio for property in:
 - a) the residential property class is 1.000000;
 - b) the multi-residential property class is 2.000000;
 - c) the new multi-residential property class is 1.000000;
 - d) the broad commercial property class is 1.978165;
 - e) the residual commercial property class is 2.013994;
 - f) the shopping centre property class is 2.013994;
 - g) the office building property class is 2.013994;
 - h) the parking lots and commercial vacant land property class is 1.016719;
 - i) the broad industrial property class is 2.591002;
 - j) the industrial property class is 2.315779;
 - k) the large industrial property class is 2.932755;
 - l) the pipelines property class is 1.928249;
 - m) the farm property class is 0.250000; and
 - n) the managed forests property class is 0.250000.
3. **AND THAT** for the taxation year 2025, the tax rates that would otherwise be levied for Municipal and School purposes for the subclasses prescribed under paragraph 1 of Subsection 8(1) of the *Assessment Act* shall be reduced as follows:
 - a) For the first subclass of farmland awaiting development in the residential property class by 25%;
 - b) For the first subclass of farmland awaiting development in all other classes by the percentage required so that the tax rate matches the tax rate for the first subclass of in the residential property class; and
 - c) No reduction shall be applied for the second subclass of farmland awaiting development for any property class.
4. **AND THAT** in accordance with Subsection 313(1.3) of the *Act*, no tax rate reductions shall be applied to the vacant and excess land subclasses prescribed under paragraphs 2 or 3 of Subsection 8(11) of the *Assessment Act*;
5. **AND THAT** there shall be levied and collected upon all ratable assessment according to the assessment roll as returned for the current taxation year, the sum of \$449,916,217 for general municipal purposes based on the tax rates set out in Schedule “A” attached hereto and forming part of this by-law.
6. **AND THAT**, at a minimum, an additional sum of \$1,654,975 for general municipal purposes shall be levied and collected upon ratable assessment revisions made to the assessment roll for the current taxation year based on the tax rates set out in Schedule “A” of this by-law;

7. **AND THAT** Provincial education taxes shall be levied upon all property ratable for school purposes in accordance with the assessment roll as returned for the current taxation year, and in accordance with any revisions made to that roll.
8. All taxes levied respectively as aforesaid and other rates payable as taxes, shall be payable into the hands of the Treasurer or delegate in accordance with the provisions of this by-law.
9. Save as provided in Section 8 hereof, all property taxes and all other rates and charges, payable as taxes, included in the tax roll for this year shall be payable in the portions and upon the dates set out below:
 - a) In three installments upon the following dates, that is to say:
 - i) One third thereon on the 16th day of July of this year,
 - ii) One third thereon on the 17th day of September of this year, and
 - iii) One third thereon on the 19th day of November of this year.
 - b) Under the City's Mid-Month 10 Month Preauthorized Payment Plan in five installments upon the following dates, that is to say:
 - i) One-fifth thereon on the 15th day of July of this year,
 - ii) One-fifth thereon on the 15th day of August of this year,
 - iii) One-fifth thereon on the 15th day of September of this year,
 - iv) One-fifth thereon on the 15th day of October of this year, and
 - v) One-fifth thereon on the 17th day of November of this year.
 - c) Under the City's End-Month 10 Month Preauthorized Payment Plan in five installments upon the following dates, that is to say:
 - i) One-fifth thereon on the 31st day of July of this year
 - ii) One-fifth thereon on the 29th day of August of this year,
 - iii) One-fifth thereon on the 29th day of September of this year,
 - iv) One-fifth thereon on the 31st day of October of this year, and
 - v) One-fifth thereon on the 28th day of November of this year.
10. Penalty and interest shall be imposed in accordance with the following against amounts that become due and remain unpaid:
 - a) Any installment of taxes payable and remaining unpaid after the dates specified in Section 9 shall be subject to a penalty for non-payment of one and one-quarter per cent (1¼%) on the first day of default.
 - b) Any and all taxes and installments that remain unpaid after the first day of default shall be subject to interest for non-payment which will be calculated at a rate of one and one-quarter per cent (1¼%), per month and imposed on the first day of each calendar month subsequent to the date of default.
11. The Treasurer or delegate is hereby authorized to accept part payment from time to time on account of taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 10 hereof in respect of non-payment of any taxes or any class of taxes or any installment thereof.

12. The Treasurer or delegate may mail or cause to be mailed to the address of the residence or place of business of each person taxed, a notice specifying the amount of taxes payable by such person.
13. That failure to receive a tax notice does not exempt the property owner from penalty and interest charges as outlined in Section 10 of this by-law.
14. Notwithstanding this by-law providing for payment of taxes or installments thereof without an additional percentage charge on or before the dates hereinbefore set forth, all taxes for this year, including local improvement rates and other rates payable as taxes, shall be deemed to have been imposed and to be due on and from the first day of January of this year.
15. Nothing herein contained shall prevent the Treasurer or delegate from proceeding at any time with the collection of any rate, tax or assessment, or any part thereof, in accordance with the provisions of the Statutes and by-laws governing the collection of taxes.
16. In the event of conflict between the provisions of this by-law and any other by-law, the provisions of this by-law prevail.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

Schedule A to By-Law 105-2025
City of Windsor
2025 Municipal General Levy and Provincial Education Tax Rates

Class/Subclass	RTC RTQ	Tax Ratio	Discount Factor	2025 Tax Rates	
				Municipal	Education
Residential	RT	1.000000	1.00	0.01942293	0.00153000
	RF	1.000000	1.00	0.01942293	0.00153000
	RG	1.000000	1.00	0.01942293	No Ed.
Farm	FT	0.250000	1.00	0.00485573	0.00038250
New Multi-Residential	NT	1.000000	1.00	0.01942293	0.00153000
Multi-Residential	MT	2.000000	1.00	0.03884586	0.00153000
Commercial Residual	CT	2.013994	1.00	0.03911766	0.00880000
	CM	2.013994	1.00	0.03911766	No Ed.
	CF	2.013994	1.00	0.03911766	0.01250000
	CG	2.013994	1.00	0.03911766	No Ed.
	CH	2.013994	1.00	0.03911766	0.01250000
	CP	2.013994	1.00	0.03911766	0.00880000
	CU	2.013994	1.00	0.03911766	0.00880000
Office Building	DT	2.013994	1.00	0.03911766	0.00880000
	DF	2.013994	1.00	0.03911766	0.01250000
	DG	2.013994	1.00	0.03911766	No Ed.
	DU	2.013994	1.00	0.03911766	0.00880000
Shopping Centre	ST	2.013994	1.00	0.03911766	0.00880000
	SU	2.013994	1.00	0.03911766	0.00880000
Parking Lot / Vac. Land	GT	1.016719	1.00	0.01974766	0.00822145
	CX	1.016719	1.00	0.01974766	0.00822145
	GF	1.016719	1.00	0.01974766	0.00822145
	GP	1.016719	1.00	0.01974766	0.00822145
	CZ	1.016719	1.00	0.01974766	No Ed.
	CY	1.016719	1.00	0.01974766	0.00822145
	CJ	1.016719	1.00	0.01974766	0.00822145
Industrial Residual	IT	2.315779	1.00	0.04497921	0.00880000
	IH	2.315779	1.00	0.04497921	0.01250000
	IX	2.315779	1.00	0.04497921	0.00880000
	IY	2.315779	1.00	0.04497921	0.01250000
	IJ	2.315779	1.00	0.04497921	0.01250000
	IU	2.315779	1.00	0.04497921	0.00880000
	IK	2.315779	1.00	0.04497921	0.01250000
Large Industrial	LT	2.932755	1.00	0.05696270	0.00880000
	LU	2.932755	1.00	0.05696270	0.00880000
Pipeline	PT	1.928249	1.00	0.03745225	0.00880000

BY-LAW NUMBER 106-2025

A BY-LAW TO AMEND BY-LAW 95-2023, BEING A BYLAW TO CLOSE, STOP UP AND CONVEY THE 4.30 METRE EAST/WEST PORTION OF NORTH TERMINAL STREET, EAST OF CHARL AVENUE, CITY OF WINDSOR

Passed the 9th day of June, 2025.

WHEREAS it is deemed expedient to amend By-law 95-2023 adopted on the 8th day of August, 2023, and registered on title on August 17, 2023, as Instrument No. CE1147682 (the “By-law”);

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By **DELETING** Section 2 of the By-law in its entirety.
2. This by-law shall come into force and take effect on the day upon which it is registered in the Land Registry Office for the County of Essex (No.12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

SCHEDULE "A"
TO BY-LAW 106-2025

Part of North Terminal Street, Registered Plan 1130, designated as Part 1 on Plan 12R29215; Windsor

Being part of PIN 01314-0689

City of Windsor
County of Essex

BY-LAW NUMBER 107-2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 9th day of June, 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law Number 8600 is further amended by changing the District Maps or parts thereof of the said by-law and made part thereof, so that the zoning district symbol of the lands therein and hereinafter described shall be changed from that shown in Column 5 hereof to that shown in Column 6 hereof:

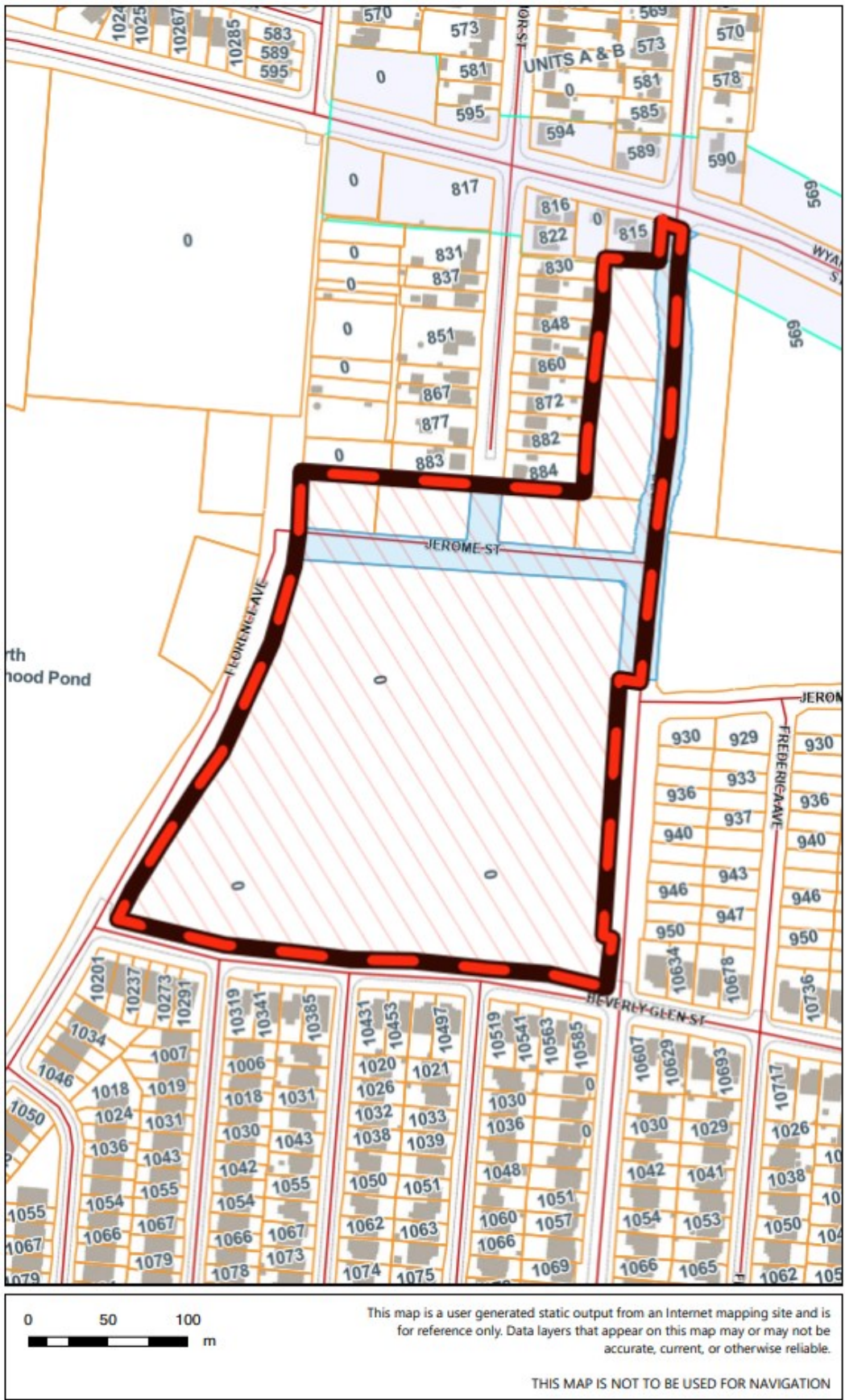
1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	14	Blocks 63, 64 and 65, 12M-581 in the City of Windsor	n/a	HRD2.3	RD2.3
2	14	Blocks 1,2,3,4,5 and 6, Plan 12M-711 in the City of Windsor	n/a	HRD2.3	RD2.3

2. That Schedule 'A', attached hereto, is hereby declared to form part of this amending by-law.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025



Area for H removal

THIS IS SCHEDULE “A” TO BY-LAW 107-2025

MAYOR _____ CLERK _____

BY-LAW NUMBER 108-2025

A BY-LAW TO ADOPT AMENDMENT NO. 195
TO THE OFFICIAL PLAN OF THE CITY OF
WINDSOR

Passed the 9th day of June, 2025.

WHEREAS pursuant to the provisions of Section 17(1) of the *Planning Act*, R.S.O. 1990, c. P.13 as amended, the Minister of Municipal Affairs and Housing (Minister) is the approval authority in respect of the approval of a plan as an official plan.

AND WHEREAS Section 17(9) of the said *Planning Act* provides that the Minister may by order exempt a proposed official plan amendment from his approval under Section 17(1) of the said Act.

AND WHEREAS pursuant to the provisions of Ontario Regulation 525/97 most amendments to the official plan of the City of Windsor commenced after January 19, 1998 are exempt from the approval of the said Minister.

THEREFORE the Council of the Corporation of the City of Windsor in accordance with the provisions of the said *Planning Act* hereby enacts as follows:

1. That Amendment No. **195** to the Official Plan of the City of Windsor, attached hereto, is hereby adopted.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

BY-LAW NUMBER 109-2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 9th day of June, 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following clause:

528. WEST SIDE OF WELLINGTON AVENUE BETWEEN WYANDOTTE STREET WEST AND ELLIOTT STREET WEST

For the lands comprising of Lots 43 to 53, Plan 68, PIN No. 01205-0133 LT and PIN No. 01205-0134 LT, a *Retail Store* shall be an additional permitted *main use* and the following shall apply:

- a) Section 18.2.5.10 shall not apply.
- b) Notwithstanding Table 24.20.5.1, 42 parking spaces shall be provided for a *Retail Store* use occupying the ground floor of the existing building as it existed on April 7, 2025.
- c). Notwithstanding Section 24.26.5, a *parking space* and *accessible parking space* shall be permitted in a required front yard.
- d) Notwithstanding Section 25.5.10.3, a poured in place concrete curb shall not be required to bound the west limit of a *parking area* having 0.00 m of separation from the west interior lot line.
- e) Notwithstanding Section .2 of Table 25.5.20.1, the minimum separation for a *parking area* from Wellington Avenue shall be 2.65 m.
- f) Notwithstanding Section .3 of Table 25.5.20.1, the minimum separation for a *parking area* from the west interior lot line shall be 0.00 m.

[ZDM 3; ZNG/7284]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	3	Lots 43 to 53, Plan 68, PIN No. 01205-0133 LT and PIN No. 01205-0134 LT (located on the west side of Wellington Avenue between Wyandotte Street West and Elliott Street West)	195	MD1.2	MD1.2 S.20(1)528

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

BY-LAW NUMBER 110-2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 9th day of June, 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. By-law Number 8600 is further amended by changing the District Maps or parts thereof of the said by-law and made part thereof, so that the zoning district symbol of the lands therein and hereinafter described shall be changed from that shown in Column 5 hereof to that shown in Column 6 hereof:

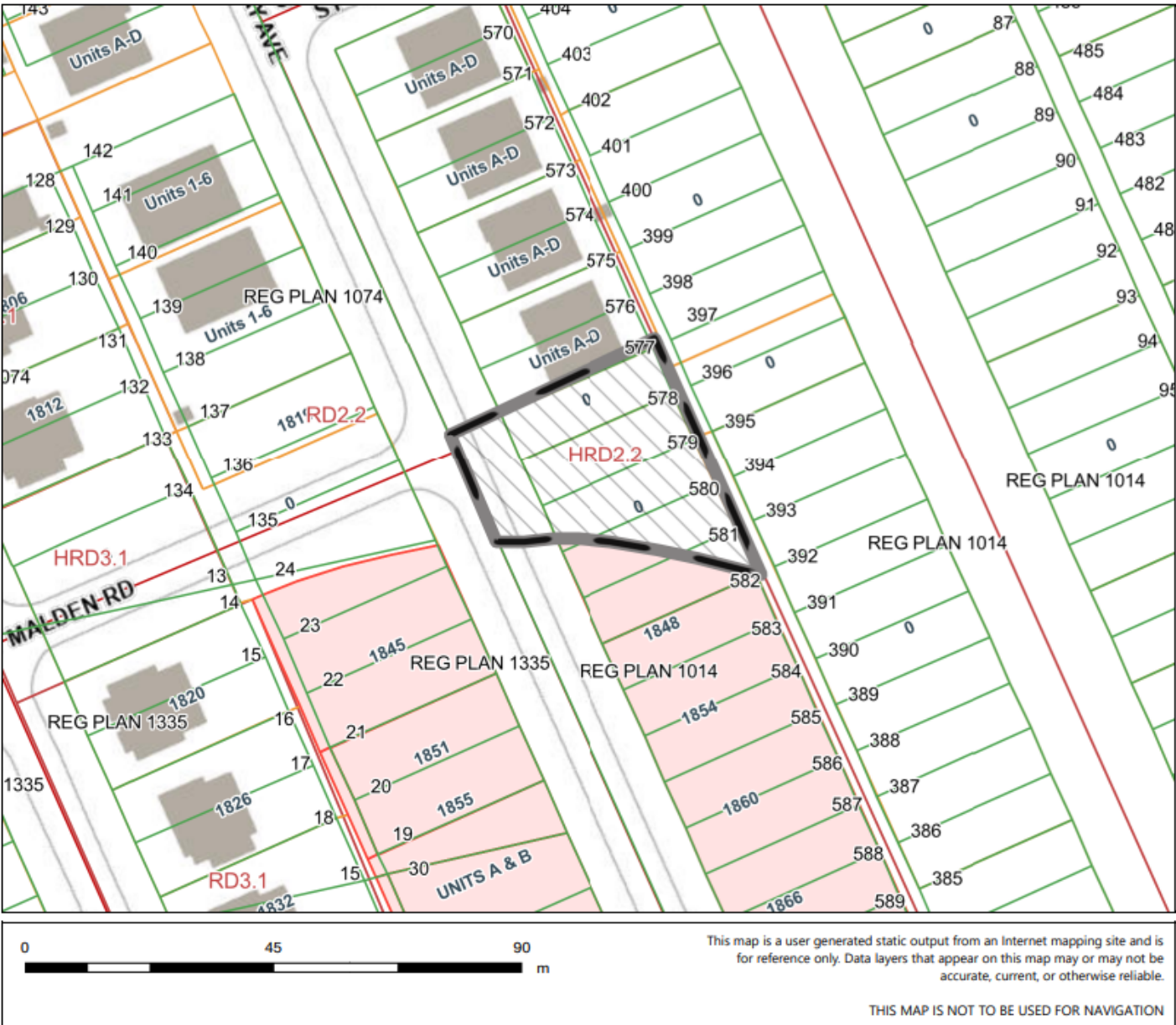
1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	4	Lots 577, 578 and Part of Lot 579, Plan 1014; Part of Lots 580 and 581 Plan 1014; Part of closed alley, Plan 1014, City of Windsor (Parts 1,2,3,4,8,9,10 and 11 Plan 12R-29555)	N/A	HRD2.2	RD2.2


2. That Schedule 'A', attached hereto, is hereby declared to form part of this amending by-law.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025



Subject Lands: 

THIS IS SCHEDULE “A” TO BY-LAW 110-2025

MAYOR _____ CLERK _____

BY-LAW NUMBER 111-2025

A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE HOUSING-ENABLING CORE SERVICING (HECS) FUNDING BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTRY OF INFRASTRUCTURE

Passed the 9th day of June, 2025.

WHEREAS the Province of Ontario has agreed to identify projects, municipal and provincial, and be responsible for the transfer of funds to eligible municipalities pursuant to transfer payment agreements.

AND WHEREAS The Corporation of the City of Windsor is eligible for such funds;

AND WHEREAS it is a requirement of the Province of Ontario that an agreement be entered into between The Corporation of the City of Windsor and the Province of Ontario for such funds;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the Mayor, Chief Administrative Officer and City Clerk of The Corporation of the City of Windsor be and they are hereby authorized to execute any agreements, including the Transfer Payment Agreement, and any amendments thereto, between His Majesty the King in right of Ontario, represented by the Ministry of Infrastructure and The Corporation of the City of Windsor, relating to funding to be provided by the Province of Ontario in connection with HECS Funding.
2. 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 – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

BY-LAW NUMBER 112-2025

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 9TH DAY OF JUNE, 2025

Passed the 9th day of June, 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 – June 9, 2025
Second Reading – June 9, 2025
Third Reading – June 9, 2025

BY-LAW NUMBER 73-2025

A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND
IMPROVEMENT OF THE GOUIN DRAIN

Passed the 9th day of June, 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 – June 9, 2025

BY-LAW NUMBER 74-2025

A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND
IMPROVEMENT OF THE LACHANCE DRAIN

Passed the 9th day of June, 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:

1. **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 – June 9, 2025



Council Directives: SCM 175/2025

Subject: Outstanding Council Directives as of May 12, 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.	
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;	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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.	
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 Ave...and, 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.	In queue; to be started once Walkerville HCDS is completed.

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 in- house 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 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.	Aiming for April SC
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.	
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.	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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.	
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;	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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;	
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.	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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 (Pilette 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.	
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	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
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.	
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	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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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.	
October 30, 2023	CR432/2023	S 107/2023	Community Services	That the report from the Manager, 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.	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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.	
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
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.	
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,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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,	
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,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Economic Development	<p>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:</p> <p>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;</p> <p>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,</p>	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 22, 2024	B1/2024	C 9/2024	Economic Development	<p>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:</p> <p>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; and Mixed Use Centres, ranging from 6 to 10+ storeys.</p> <p>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;</p>	
January 22, 2024	B1/2024	C 9/2024	Economic Development	<p>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</p> <p>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,</p>	

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 for Council's consideration.	
January 29, 2024	B18/2024	C 188/2023	Finance	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.	
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.	
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	<p>...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,</p> <p>That the Alley Standards Committee REVIEW and CONSIDER best practices to promote safety and security as an additional deliverable; and,</p> <p>That asset management plans BE INCLUDED in the analysis of activating those alley spaces; and,</p> <p>That administration BE DIRECTED to report back to Council on an annual basis.</p>	
June 10, 2024	CR246/2024	C 58/2024	Community Services	<p>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, ...</p> <p>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.</p>	
June 10, 2024	CR248/2024	C 64/2024	Finance	<p>That Council SUPPORT the continuing development, implementation, and monitoring of the EMP to reduce the Corporation's energy consumption and greenhouse gas emissions; and,</p> <p>That Administration REPORT BACK to Council on the development of a Corporate Energy Management Policy, once finalized.</p>	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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,	
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	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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
July 08, 2024	CR286/2024	SCM 181/2024	Economic Development	That the letter from the Ministry of Citizenship & Multiculturalism 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.	
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 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 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	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.	
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; ...	

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.	
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	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.	
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.	
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.	
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;	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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	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	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.	
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.	
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	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.	
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,	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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.	
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	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:	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
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:	
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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 27, 2025	B4/2025	C 163/2024	Chief Administrative Officer	<p>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:</p> <ul style="list-style-type: none"> - 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	S 44/2024	Infrastructure Services	<p>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,</p> <p>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.</p>	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
January 27, 2025	B17/2025	C 166/2024	Community 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.	
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
February 10, 2025	CR53/2025	C 24/2025	Infrastructure Services	<p>That report "C 24/2025 – Strategies for Addressing Transportation and Transit Challenges in Twin Oaks Industrial Park ", BE RECEIVED for information; and, further,</p> <p>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,</p> <p>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,</p> <p>That Administration BE DIRECTED to bring forward an analysis as to whether or not pedestrian infrastructure can be implemented in the industrial park; and,</p> <p>That Administration BE DIRECTED to create an active transportation plan for access to the industrial park; and,</p> <p>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.</p>	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
February 10, 2025	CR78/2025	C 22/2025	Community 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	CMC 4/2025	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	SCM 58/2025	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.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 14, 2025	CR108/2025		Infrastructure Services	<p>6. That Administration PROVIDE a report back to Council after two years of ASE implementation to summarize program effectiveness, budget, etc.; and further,</p> <p>7. That Council DIRECT Administration to update the existing RLC Violation Processing Services Agreement with the City of Toronto for the operation and cost sharing of their municipal JPC (which currently processing violations and issuing tickets using POA framework) to an AP system which will process violation penalties and issuing penalty orders; and further, ...</p>	
April 14, 2025	CR138/2025		Chief Administrative Officer	<p>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.</p>	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 14, 2025	CR141/2025		Infrastructure Services	That the petition presented by Councillor Angelo Marignani on behalf of the Jarvis Avenue homeowners who are formally objecting to the proposed Jarvis work being undertaken as a local improvement 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; and, That the Commissioner REPORT BACK to Council with findings and recommendations at the May 26, 2025, City Council meeting.	
April 28, 2025	CR146/2025		Infrastructure Services	That Administration BE DIRECTED to submit an updated plan and associated funding strategy (full cost recovery and/or cost avoidance) for the operation of the Reuse Site beyond December 31, 2025 to be submitted for consideration as part of a future report to Council.	
April 28, 2025	CR173/2025		Infrastructure Services	That Administration BE DIRECTED to report back on the potential options to address public safety challenges in the Twin Oaks Industrial Park by creating emergency access to EC Row Ave. in consultation with appropriate Emergency Service providers and other appropriate stakeholders.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
April 28, 2025	CR177/2025		Infrastructure Services	That Administration BE DIRECTED to report back to Council on the impact of creating a unique category of combined residential and agricultural properties that recognizes the lower level of stormwater runoff being pushed into the system; and, That Administration BE DIRECTED to report back on a regular basis regarding the impact of the new fee system and septic charges, as it relates to potentially being imbedded into existing property tax charges; and,	
April 28, 2025	CR181/2025		Corporate Services	That City Council RECEIVE the report of the Manager, Licensing & Enforcement/Deputy Licence Commissioner dated February 25, 2025 entitled "Residential Rental Licensing Pilot Study Preliminary Results" for information. That City Council PLACE Residential Rental Licensing By-law 14-2023 IN ABEYANCE. That City Council DIRECT Administration to REPORT BACK with options for alternative residential rental housing regulation program models.	

Meeting Date	Resolution	Report No.	Portfolio	Action	Notes
May 12, 2025	CR191/2025	C 69/2025	Finance	That the report of the Executive Initiatives Coordinator dated April 28, 2025, entitled "City of Windsor Tariff Impact and Response – City Wide" BE RECEIVED; and, That City Council APPROVE the administrative actions outlined in the City of Windsor Tariff Impact and Response – City Wide report; and, That City Council ADVOCATE to the Provincial and Federal Governments to provide direct stimulus funding to municipalities to support the continuation of critical infrastructure projects amid tariffs and economic uncertainty; and, That administration BE DIRECTED to report back with options for Council's consideration regarding amending the purchasing by-law to strike a functional balance between administrative efficiency and Council's previous direction to "Buy Canadian" where feasible; and, That administration BE DIRECTED to report back with information that highlights on-going economic risks associated with US Tariffs.	
May 12, 2025	CR188/2025	C 22/2025	Community Services	That the report of the Executive Initiatives Coordinator, Community Services, dated January 23, 2025 entitled "RFP Update - Jackson Park Feasibility Study - Ward 3" BE DEFERRED to the May 26, 2025 City Council meeting to allow for further information to be considered.	

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.



Council Questions: SCM 176/2025

Subject: Summary of Outstanding Council Questions as of May 30, 2025

As of May 30, 2025

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”

Outstanding:

2020 – 3
2021 – 3
2022 – 1
2023 – 6
2024 – 14
2025 – 11

2020

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Human Health & Services and Comm. Economic Development	CQ 4-2020 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)	CQ 17-2020 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

		<p>everyone is treated with respect. As such, I am seeking the input and recommendations of Administration and our Diversity Advisory Committee on the viability of:</p> <p>1.Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative.</p> <p>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.</p> <p>3.Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future.</p> <p>APM2020 (July 13, 2020)</p>	
McKenzie	Comm. Economic Development	<p>CQ 32-2020</p> <p>That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy.</p> <p>SRT2020 (December 7, 2020)</p>	<p>Type of Response Required -Written Report</p>

Total Outstanding: 3

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 by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration. 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

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fabio Costante	Comm. Community Services	CQ 14-2022 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

Total Outstanding: 6

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Economic Development	<p>CQ 1-2023</p> <p>Asks that given Council's declaration of a Climate Change Emergency informing the need to address climate change through municipal policy frameworks;</p> <p>And further, given the energy capacity challenges and opportunities faced by our community over the short, medium and long term;</p> <p>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.</p> <p>ACOQ2023 (January 16, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Economic Development (City Planner)	<p>CQ 5-2023</p> <p>Given the significant housing crisis challenging municipalities across Canada, including the City of Windsor</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>SS2023 (February 13, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Kieran McKenzie	Comm. Corporate Services (City Clerk)	<p>CQ 6-2023</p> <p>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,</p> <p>The City’s publicly articulated commitment to an Agency, Board and Committee (ABC) appointments process that is transparent, fair and consistent;</p> <p>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.</p> <p>ACO2023 (February 13, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Angelo Marignani	Comm. Community Services	<p>CQ 10-2023</p> <p>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.</p> <p>SR2023 (February 27, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Mark McKenzie	Comm. Infrastructure Services	<p>CQ 13-2023</p> <p>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.</p> <p>SB2023 & ACOQ2023 (May 29, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>Deferred to a future meeting of Council</p>

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
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Total Outstanding: 14

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Gary Kaschak	Chief Administrative Officer	<p>CQ 1-2024</p> <p>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.</p> <p>ACO2024 & GF2024 (January 15, 2024)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Jo-Anne Gignac	Comm. Economic Development	<p>CQ 17-2024</p> <p>Asks that Administration prepare a report on feasibility of a residential “outdoor lighting by-law”, similar to those in Muskoka, Tecumseh and Lakeshore.</p> <p>ACQ2024 & AB2024 (March 18, 2024)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Fabio Costante	Comm. Corporate Services	<p>CQ 21-2024</p> <p>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.</p> <p>ACQ2024 & ACL2024 (March 18, 2024)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ 25-2024</p> <p>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;</p> <p>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;</p> <p>And Further that Administration conduct a review of what other municipalities have implemented to address this concern and undertake this analysis</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		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. Economic Development	CQ 32-2024 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	CQ 33-2024 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.	Type of Response Required -Written Report
		ACO2024 & ACOQ2024 (July 8, 2024)	
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.	Type of Response Required -Written Report
		SR2024 & ACOQ2024 (September 9, 2024)	
Renaldo Agostino	Comm. Community & Corporate Services	CQ 38-2024 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-	Type of Response Required -Written Report

		of-way permit from October 1st to November 4th, 2024, notwithstanding the current sign bylaw. ACO2024 & ACOQ2024 (September 9, 2024)	
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
Fred Francis	Comm. Human & Health Services	CQ 42-2024 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
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	CQ 47-2024 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
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Total Outstanding: 11

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Fred Francis	Comm. Infrastructure Services	<p>CQ 1-2025</p> <p>Asks that Administration report back to City Council regarding the creation of a policy that reviews traffic flow and potential traffic impact on areas of the city experiencing new and/or substantial residential development, and the cost recovery methods of doing so.</p> <p>ACOQ2025 & ST2025 (January 13, 2025)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ 2-2025</p> <p>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.</p> <p>ACOQ2025 & ST2025 (January 13, 2025)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Renaldo Agostino	Comm. Community & Corporate Services	<p>CQ 4-2025</p> <p>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</p> <p>ACOQ2025 & SR2025 (February 10, 2025)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Angelo Marignani	Comm. Community & Corporate Services	<p>CQ 5-2025</p> <p>Asks that given the increasing senior population in Windsor and concerns raised regarding the cost of living for our seniors, could administration provide a report outlining current challenges faced by seniors in our area and potential strategies to mitigate them. Areas of concern are public parks, public transit, utility costs to improve the quality of life for our seniors.</p> <p>ACOQ2025 (April 14, 2025)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Renaldo Agostino	Comm. Human & Health Services	<p>CQ 6-2024</p> <p>Asks that Administration explore the development of a Good Neighbour Policy to foster better relationships and shared responsibility between residential and business neighbours, and the support service providers operating in our downtown core.</p> <p>It's clear that we are all in this together. The time for finger-pointing has passed—it hasn't solved our problems. Instead, we must work together to find collaborative, compassionate, and practical solutions to challenges such as discarded needles and pipes, garbage, public safety concerns, and tensions among residents. At the same time, we need to protect our most vulnerable citizens from those who seek to exploit them. Currently, we often rely—sometimes overburden—our police with issues that could be better managed through clear expectations, mutual communication, and community cooperation. Many other cities have implemented Good Neighbour Agreements or Policies with success, balancing the needs of communities and service providers. In addition, I would like to see the City review zoning policies that impact where support services are allowed to operate. Service providers deserve safer, more appropriate locations than busy street corners like Main Street. Zoning amendments could help ensure services are integrated in ways that are both effective and respectful to all. I believe these steps would benefit everyone—residents, service providers, businesses, and most importantly, those in need of support. I hope this can be discussed as part of our ongoing efforts to build a safer, healthier, and more connected downtown Windsor.</p> <p>ACOQ2024 & SS2025 (April 14, 2025)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Renaldo Agostino	Comm. Community Services	<p>CQ 7-2025</p> <p>Our hearts go out to the Filipino community and the City of Vancouver following this weekend's senseless tragedy.</p> <p>In light of this incident, and drawing from my experience hosting similar events, I ask that administration conduct a review of our current event safety planning policies. Specifically, I would like the review to include a risk assessment process for all of our public event spaces.</p> <p>Given my background in managing street closures and public event logistics, I would also</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		like to offer my participation and insights as part of this review process. ACOQ2024 (April 28, 2025)	
Renaldo Agostino	Comm. Human and Health Services	CQ 8-2025 It has come to my attention that a significant number of individuals are arriving in Windsor from other areas of the province and utilizing — and in some cases exploiting — our city's services for the unhoused. Furthermore, and most concerning, many have outstanding warrants in other municipalities. Disturbingly, many of these municipalities have indicated no intention of retrieving these individuals to face their legal matters in their home municipalities. The situation on our streets is reaching a tipping point: our budgets are strained, our residents are increasingly frustrated, and our service providers and city services are stretched to their limits. I ask that administration report back on what measures can be implemented to prevent individuals with outstanding warrants in any jurisdiction from accessing our local services and any municipally funded programs and entities. We must ensure that our commitment to public safety, social responsibility, and effective intermunicipal cooperation is upheld. Windsorites deserve safe and clean streets. ACOQ2024 & SS2025 (April 28, 2025)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Human & Health Services	CQ 9-2025 Asks that Administration prepare a report outlining how other municipalities are determining locations of their emergency shelters, and how many cities are starting to disperse the issues out of their downtowns or evening the playing field and locating supports across or out of their cities. Also asks that administration review the 2-kilometre radius for H4 and what can be done to remove that limitation. ACOQ2024 & SS2025 (May 12, 2025)	Type of Response Required -Written Report
Renaldo Agostino	Comm. Community Services	CQ 10-2025 Asks that Administration review our arts funding model, post-Covid. We can see the arts community struggling – what can we do to support more artists in our city? ACOQ2024 (May 12, 2025)	Type of Response Required -Written Report

Fred Francis	Comm. Community Services	CQ 11-2025 Asks that Administration please provide to City Council a status report regarding the establishment of an Ojibway National Urban Park and the involvement of both the Federal and Provincial governments in doing so. ACOQ2025 & SR2025 (May 26, 2025)	Type of Response Required -Written Report
Gary Kaschak	Comm. Infrastructure Services	CQ 12-2025 As we are seeing more, anywhere from 8 to 12 individuals living in a single residence, with each person having their own vehicle, and in some cases using and parking commercial vehicles on city streets also, it has caused a strain to the on-street parking availability and system. Asks that Administration provide a report with options to alleviate the above situations, and in that report, can Administration also advise of the potential of a City By-law allowing, for example, only 4, 5, or 6 vehicles maximum at a residence. Any vehicles over and above a number that Administration and City Council choose would be subject to a yearly fee per vehicle to be paid, or the amount added to their property tax bill. ACOQ2025 & ST2025 (May 26, 2025)	Type of Response Required -Written Report

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as of May 30, 2025