

ACON 2025

November 7, 2025

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of City Council and local members of both Provincial and Federal Parliaments will be held on **Monday, November 10, 2025 at 8:00 o'clock a.m., in Room 204, 350 City Hall Square.** An agenda is enclosed under separate cover.

The **regular meeting** of Council will be held on **Monday, November 10, 2025 at 10:00 o'clock a.m., in the Council Chambers, 350 City Hall Square.**

A special meeting of Council will be held on **Monday, November 10, 2025, immediately following the regular meeting of Council, in Room 139, 350 City Hall Square.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed. An agenda for this meeting is enclosed under separate cover.

A meeting of the **Striking Committee** will be held on **Monday, November 10, 2025, immediately following the in-camera meeting of Council,** in Room 139, 350 City Hall Square. A resolution to meet in closed session must be adopted and shall contain the general nature of the matters to be considered. The resolution must be adopted by a majority of Council present during the open special meeting of the Striking Committee before the meeting may be closed. An agenda for this meeting is enclosed under separate cover.

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos

City Clerk

/bm

c.c. Chief Administrative Officer

Consolidated City Council Meeting Agenda

Date: Monday, November 10, 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 Frazier Fathers

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 <i>(previously distributed)</i>
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4.1.	Adoption of the Windsor City Council minutes of its meeting held October 20, 2025 (SCM 334/2025)
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5.	NOTICE OF PROCLAMATIONS
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Proclamations

“World Town Planning Day” – November 8, 2025

6.	COMMITTEE OF THE WHOLE
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7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports) *(previously distributed)*

7.1. Correspondence 7.1.1 through 7.1.12 (CMC 15/2025)

Clerk's Note: Item 7.1.13 – Correspondence Item *(attached)*

No.	Sender	Subject
7.1.13	Ontario Land Tribunal (OLT)	Letter from the Ontario Land Tribunal in reference to Case OLT-25-000409, an appeal regarding Minor Variance for 2311 Dominion Boulevard. Administrative Lead: City Solicitor Z2025 Note & File

8. CONSENT AGENDA *(previously distributed)*

8.1. South Windsor Primary Cycling Network Improvements – Ward 9 (C 145/2025)
Author: Ian Day, Senior Manager of Transportation

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

10. PRESENTATIONS (10 MINUTES)

10.1. Windsor Firefighters – Sparky's 2025 Toy Drive

a) Cody Long, Joshua Easby, & Sparky, Windsor Firefighters (in person)

11. REGULAR BUSINESS ITEMS (Non-Consent Items) *(previously distributed)*

11.1. By-Law for the Abandonment of the Pillette No. 1 Drain (Grand Marais Branch Drain) - Ward 5 (C 140/2025) *Author: Tom Graziano, Engineer III/Drainage Superintendent*

- 11.2. Proposed Partial Expropriation of Various Lands Required for the Cabana Road East Improvements from 9th Concession to Eastern City Limits - Ward 9 **(C143/2025)**
Author: Aaron Farough, Senior Legal Counsel

Clerk's Note: This item must remain as a Regular Business item as Council would be the approving authority under the *Expropriation Act*.

- 11.3. 2025 Development Charges Study & Bylaw Update - City Wide **(C141/2025)**
Author: Tony Ardovini, Deputy Treasurer - Financial Planning

12. CONSIDERATION OF COMMITTEE REPORTS (*previously distributed*)

- 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
- 12.2. Minutes of the Development Charges Task Force of its meeting held September 25, 2025 **(SCM 329/2025)**
- 12.3. Report No. 2 of the Development Charges Task Force of its meeting held September 25, 2025 **(SCM 330/2025)**
- 12.4. Report of the Special Meeting of Council – In-Camera of its meeting held October 20, 2025 **(SCM 331/2025)**
- 12.5. Report of the In-Camera Striking Committee of its meeting held October 20, 2025 **(SCM 332/2025)**
- 12.6. Report of the Striking Committee of its meeting held October 20, 2025 **(SCM 333/2025)**

13. BY-LAWS (First and Second Reading) (*previously distributed*)

- 13.1. **By-law 174-2025** - A BY-LAW TO AMEND BY-LAW NUMBER 1-2021, BEING A BY-LAW TO IMPOSE DEVELOPMENT CHARGES, see Item 11.3.
- 13.2. **By-law 175-2025** - A BY-LAW TO AMEND BY-LAW NUMBER 85-18 CITED AS THE "TOWNSHIP OF SANDWICH SOUTH COMPREHENSIVE ZONING BY-LAW", authorized by CR413/2025 dated October 10, 2025.
- 13.3. **By-law 176-2025** - A BY-LAW TO EXPROPRIATE CERTAIN LANDS IN CONNECTION WITH CABANA ROAD EAST (FORMERLY COUNTY ROAD 42) IMPROVEMENTS FROM 9TH CONCESSION ROAD TO THE EASTERN CITY LIMITS, see Item 11.2.
- 13.4. **By-law 177-2025** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 10TH DAY OF NOVEMBER, 2025.

14. MOVE BACK INTO FORMAL SESSION

15. NOTICES OF MOTION

16. THIRD AND FINAL READING OF THE BY-LAWS (*previously distributed*)

By-law 156-2025, 174-2025 through 177-2025 inclusive

- 16.1 **By-law 156-2025** - A PROVISIONAL BY-LAW TO ABANDON THE PILLETTE NO. 1 DRAIN (GRAND MARAIS BRANCH DRAIN) IN THE CITY OF WINDSOR, see Item 11.1.

17. PETITIONS

18. QUESTION PERIOD

19. STATEMENTS BY MEMBERS

20. UPCOMING MEETINGS

Windsor Accessibility Advisory Committee
Thursday, November 13, 2025
10:00 a.m., via Zoom video conference

Age Friendly Windsor Working Group - **CANCELLED**
Friday, November 14, 2025
9:30 a.m., Room 140, 350 City Hall Square West

Transit Windsor Working Group
Wednesday, November 19, 2025
9:30 a.m., Room 522a, 350 City Hall Square West

City Council Meeting
Monday, November 24, 2025
10:00 a.m., Council Chambers

Environment, Transportation, and Public Safety Standing Committee
Wednesday, November 26, 2025
4:30 p.m., Council Chambers

Environment, Transportation, and Public Safety Standing Committee
Sitting as the Transit Windsor Board of Directors
Wednesday, November 26, 2025
Immediately following the Environment, Transportation & Public Safety Standing
Committee meeting, Room 140, 350 City Hall Square West

21. ADJOURNMENT

Ontario Land Tribunal
Tribunal ontarien de l'aménagement
du territoire



ISSUE DATE: November 04, 2025

CASE NO(S).:

OLT-25-000409

PROCEEDING COMMENCED UNDER subsection 45(12) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Appellants:	Mohammad Shariff and Parveen Farzana
Subject:	Minor Variance
Description:	To permit a reduced minimum side yard of 0.46 metres to accommodate an attached garage.
Reference Number:	A-013/25
Property Address:	2311 Dominion Boulevard
Municipality/UT:	Windsor/Essex
OLT Case No.:	OLT-25-000409
OLT Lead Case No.:	OLT-25-000409
OLT Case Name:	Shariff and Farzana v. Windsor (City)

Heard: October 10, 2025 by video hearing

APPEARANCES:

Parties

Counsel/Representative*

Mohammad Shariff

Self-represented*

City of Windsor

Aaron Farough

MEMORANDUM OF ORAL DECISION DELIVERED BY K. HEWITT ON OCTOBER 10, 2025 AND ORDER OF THE TRIBUNAL

[Link to Order](#)

[1] This Decision and order arise from an appeal filed by Mohammad Shariff

(“Appellant”) pursuant to section 45(12) of the *Planning Act*, R.S.O. 1990, c. P. 13. as amended (“*Planning Act*”), in respect of the refusal by the City of Windsor’s (“City”) Committee of Adjustment (“CoA”) of his application for a Minor Variance, seeking relief from the City of Windsor’s Zoning By-law No. 8600 (“ZBL”). The relief sought is to reduce the side yard setback from the approved By-law 1.2 metres (“m”) to 0.46 m. The subject property is known municipally as 2311 Dominion Boulevard (“Subject Property”).

BACKGROUND

[2] The Subject Property is located in a neighbourhood designated for low density residential use in the urban boundary of the City of Windsor.

[3] The Appellant applied to the City of Windsor’s CoA for a Minor Variance after he constructed an attached second garage. The Appellant was issued a non-compliance order from the City and he immediately applied for the variance. After thorough review of the application, the Planning staff from the City of Windsor recommended support for the Minor Variance application. It was their belief that it satisfied the four tests for the variance and was consistent with the City of Windsor Official Plan and the Provincial Planning Statement (“PPS 2024”). The staff report is included in the CoA’s minutes of its March 2025 meeting and will be deemed Exhibit 1.

[4] The CoA differed from the planning staff opinion and believed that the variance was not desirable for the appropriate development or use of the land and that the variance is not minor in nature. Further to that the Committee felt that the granting of this variance would depart from the general intent and purpose of ZBL 8600 and the City of Windsor’s Official Plan.

THE HEARING

[5] The City was represented by Aaron Farough, who was only there to respond to any questions from the Tribunal. He maintained the City's support of the application as it was presented to the CoA.

[6] There were no requests for Party or Participant status. There were no negative submissions to the CoA hearing in March 2025 or subsequently to the Tribunal on this appeal. There is however a letter of support from the neighbor next to the affected side yard setback in support of the garage and this application, marked as Exhibit 2.

[7] The Minor Variance application was required to recognize a reduction in the minimum side yard set back of 1.2 m to 0.46 m. If approved, the Appellant is still required to apply for a building permit for the attached garage.

[8] Mr. Mohammad explained how the second garage came to be in effect and that it was his error in not recognizing the side yard setback per ZBL 8600. As stated, he had the support of the affected neighbour when constructing the garage and when he applied for the variance, his neighbour acknowledged that support by written submission. Mr. Mohammad recognized that the normal process would have been to apply first for the variance and despite that he and the City planning staff were able to come together and help get the project back on a path of compliance. He believes his application is minor in nature and that the staff report is self explanatory. He was rather frustrated that the CoA did not agree with the submitted report.

THE FOUR TESTS

[9] Pursuant to section 45(1) of the *Planning Act*, an Application for a minor variance may be granted if the following four tests are met:

- a. The requested variance maintains the general intent and purpose of the Official Plan;
- b. The requested variance maintains the general intent and purpose of the Zoning By-Law;
- c. The requested variance is minor in nature; and
- d. The requested variance is desirable for the appropriate development or use of the land, building or structure.

ANALYSIS AND FINDINGS

[10] The Tribunal confirmed with the City that the submitted staff report from the City is in support of the application as submitted and that a building permit would still be required if the appeal was granted.

[11] The Tribunal agrees with the City staff, in their assertions that the application pursuant to section 45(1) of the *Planning Act* does meet the four tests and is minor in nature. The proposed variance facilitates a second garage, which is a permitted use under the OP. A second garage is appropriate for this type of neighbourhood in the City and the reduced setback does not impact any neighbours. This proposal is consistent with the intent of the ZBL.

[12] Based on the thorough review and evidence provided by the City's Staff Report, all submitted material and the oral testimony of the Appellant, the Tribunal finds that the proposal maintains the general intent and purpose of the Official Plan and Zoning By-law 8600, is minor in nature and is desirable for the appropriate development or use of the land.

ORDER

[13] **THE TRIBUNAL ORDERS** that the Appeal is allowed and the minor variance to the City of Windsor's Zoning By-law No. 8600 is authorized with no conditions.

"K. Hewitt"

K. HEWITT
MEMBER

Ontario Land Tribunal

Website: www.olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal ("Tribunal"). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.