

**Special Meeting of Council Agenda  
2026 Proposed Operating and Capital Budgets**

**Date:** Monday, January 26, 2026

**Time:** 10:00 o'clock a.m.

**Location:** Council Chambers, 1<sup>st</sup> 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.

**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**

**3.           DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE  
THEREOF**

**4.           ADOPTION OF THE MINUTES**

4.1        Adoption of the Windsor City Council minutes of its meeting held January 12, 2026  
(**SCM 24/2026**)

**6.           COMMITTEE OF THE WHOLE**

**7.           COMMUNICATIONS INFORMATION PACKAGE**

7.1.       Correspondence Report for Monday, January 26, 2026 City Council Meeting  
(**CMC 1/2026**)

7.2.       Peche Island Preservability Project Update – Ward 7 (**C 8/2026**)

**8.           CONSENT AGENDA**

**9.           REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS**

**10.          PRESENTATIONS**

10.1.      2026 Proposed Operating Budget Amendment Report - City Wide (**C 5/2026**)

10.2.      2026 Proposed Capital Budget - City Wide (**C 1/2026**)

## **11. REGULAR BUSINESS ITEMS**

- 11.1. Support for Invest WindsorEssex (IVE) Application to the Regional Tariff Response Initiative (RTRI) (**C 2/2026**)
- 10.3. 2026 Stormwater and Wastewater Budget Amendments - City Wide (**C 3/2026**)
- 10.4. Essex-Windsor Solid Waste Authority 2026 Budget - City Wide (**C 4/2026**)

## **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 Readings)**

- 13.1 **By-law 14-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR21/2026, dated January 12, 2026.
- 13.2 **By-law 15-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR15/2026, dated January 12, 2026.
- 13.3 **By-law 16-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR17/2026, dated January 12, 2026.
- 13.4 **By-law 17-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR14/2026, dated January 12, 2026.
- 13.5 **By-law 18-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR13/2026, dated January 12, 2026.
- 13.6 **By-law 19-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR16/2026, dated January 12, 2026.
- 13.7 **By-law 20-2026** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 26TH DAY OF JANUARY, 2026

## **14. MOVE BACK INTO FORMAL SESSION**

**15. NOTICES OF MOTION PREVIOUSLY REGISTERED**

**16. THIRD AND FINAL READING OF THE BY-LAWS**

By-laws 14-2026 through 20-2026 inclusive

**21. ADJOURNMENT**





**Committee Matters: SCM 24/2026**

**Subject: Adoption of the Windsor City Council minutes of its meeting held January 12, 2026**

**City Council Meeting**

**Date:** Monday, January 12, 2026

**Time:** 10:00 o'clock a.m.

**Location:** Council Chambers, 1<sup>st</sup> Floor, Windsor City Hall

**Members Present:**

**Mayor**

Mayor Drew Dilkens

**Councillors**

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

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### 1. ORDER OF BUSINESS

### 2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 10:00 o'clock a.m.

### 3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Fred Francis discloses an interest and abstains from voting on Item 8.15 being "Ontario *Heritage Act* Part IV Heritage Designations of 'High' Priority Properties, University of Windsor (Ward 2)," as his wife works at the University of Windsor.

Councillor Frazier Fathers discloses an interest and abstains from voting on the proposed 2026 Operating Budget amendment Item 2026-0097 (Reference no. D 184) specifically in relation to the "Position / Plan / Procedure to be Applied to Negotiation," as he has an Employment / Business relationship with the named party.

### 4. ADOPTION OF THE MINUTES

#### 4.1. Adoption of the Windsor City Council minutes of its meeting held November 24, 2025

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Frazier Fathers

That the minutes of the Meeting of Council held November 24, 2025 **BE ADOPTED** as presented. Carried.

Report Number: SCM 380/2025

### 5. NOTICE OF PROCLAMATIONS

#### Proclamations

Crime Stoppers Month – January, 2026

### 6. COMMITTEE OF THE WHOLE

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

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That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

- (a) communication items;
- (b) consent agenda;
- (c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (d) hearing presentations and delegations;
- (e) consideration of business items;
- (f) consideration of Committee reports:

Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and

- (g) consideration of by-laws 01-2026 through 13-2026 (inclusive)

Carried.

## 7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)

### 7.1. Correspondence Report for Monday, January 12, 2026

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Angelo Marignani

Decision Number: CR1/2026

That the following Communication Items 7.1.1 through 7.1.5 and 7.1.7 and 7.1.8 as set forth in the Council Agenda **BE REFERRED** as noted; and that Item 7.1.6 be dealt with as follows:

#### 7.1.6 Submission on proposed regional consolidation of Conservation Authorities.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Jim Morrison

Decision Number: CR2/2026

That the correspondence from the Association of Municipalities of Ontario (AMO) dated December 23, 2025 regarding proposed regional consolidation of Conservation Authorities **BE RECEIVED**; and further,

Whereas the Province of Ontario has announced plans to create seven regional conservation authorities by merging the existing 36 Conservation Authorities along with establishing the Ontario Provincial Conservation Agency (the OPCA); and,

Whereas the Association of Municipalities of Ontario (AMO) supports the goal to streamline and improve land development services but is concerned the proposed pace and scale of changes risk increasing regulatory burdens and eroding responsive local decision-making without sufficient consultation; and,

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Whereas AMO has submitted four key recommendations to the Province maintaining local governance, funding transition costs, restoring the 50/50 municipal funding partnership, and collaborating on implementing a implementation working group;

Therefore, be it resolved that the Council of the City of Windsor hereby **SUPPORTS** the AMO submission and recommendations regarding the proposed regional consolidation of conservation authorities; and,

Be it further resolved that the City of Windsor **URGES** the Province of Ontario to engage in greater collaborative stakeholder engagement with the municipal sector and Conservation Authorities to address governance and funding challenges in the current proposal as outlined in the AMO policy document dated December 23, 2025; and,

Be it further resolved that this resolution **BE FORWARDED** to the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, Andrew Dowie - MPP, Lisa Gretzky – MPP, Anthony Leardi - MPP, and the Association of Municipalities of Ontario.  
Carried.

Clerk's File: GP/15086

No.	Sender	Subject
7.1.1	Ontario Land Tribunal (OLT)	Acknowledgement of receipt of appeal for 619 Cabana Road W, OLT-25-000895 Administrative Lead: City Solicitor Z/15008 Note & File
7.1.2	Essex Region Conservation Authority (ERCA)	2026 Draft Budget notice to member municipalities Administrative Lead: City Treasurer AF/15032 Note & File
7.1.3	Town of Tecumseh	Notice of Public Open House #3 for Oldcastle Hamlet Special Planning Study Administrative Lead: Commissioner, Economic Development Z2026 Note & File

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No.	Sender	Subject
7.1.4	Deputy City Planner	Zoning By-law Amendment application and OPA application, Astoria Inc., 3771, 3783 & 3793 Howard Avenue, to construct 4 townhome dwellings for a total of 16 townhome dwelling units, and two multiple dwellings containing a total of 162 dwelling units  Administrative Lead: City Planner Z/15068 Note & File
7.1.5	Committee of Adjustment	Applications heard by the Committee of Adjustment/Consent Authority, Thursday, December 11, 2025.  Administrative Lead: City Planner Z2026 Note & File
7.1.6	Association of Municipalities of Ontario (AMO)	Submission on proposed regional consolidation of Conservation Authorities. Administrative Lead: Deputy Chief Administrative Officer, Commissioner, Economic Development GP/15086 Note & File
7.1.7	Essex Region Conservation Authority (ERCA)	Essex Region Source Protection Committee submission on proposed regional consolidation of Conservation Authorities. Administrative Lead: Deputy Chief Administrative Officer, Commissioner, Economic Development GP/15086 Note & File
7.1.8	County of Essex	Resolution of Essex County Council in support of member municipalities in regard to proposed regional consolidation of Conservation Authorities. Administrative Lead: Deputy Chief Administrative Officer, Commissioner, Economic Development GP/15086 Note & File

Carried.

Report Number: CMC 17/2025

## **7.2. 2025 Audit Planning Report**

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Angelo Marignani

Decision Number: CR3/2026

That the report of the Manager of Financial Accounting dated December 8, 2025 entitled the “2025 KPMG Audit Planning Report” for the year ending December 31, 2025 **BE RECEIVED** for information.

Carried.

Report Number: C 162/2025  
Clerk’s File: AF/14508

## **8. CONSENT AGENDA**

### **8.1. Minutes of the Transit Windsor Working Group of its meeting held August 13, 2025**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR4/2025 ETPS 1087

That the minutes of the Transit Windsor Working Group meeting held August 13, 2025 **BE RECEIVED**.

Carried.

Report Number: SCM 294/2025 SCM 369/2025  
Clerk’s File: MB2026

### **8.2. Minutes of the Transit Windsor Working Group of its meeting held September 24, 2025**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR5/2026 ETPS 1088

That the minutes of the Transit Windsor Working Group meeting held September 24, 2025 **BE RECEIVED**.

Carried.

Report Number: SCM 315/2025 SCM 370/2025  
Clerk’s File: MB2026

**8.3. Minutes of the Active Transportation Expert Panel of its meeting held October 8, 2025**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR6/2026 ETPS 1089  
That the minutes of the Active Transportation Expert Panel meeting held October 8, 2025 **BE RECEIVED**.  
Carried.

Report Number: SCM 337/2025 SCM 371/2025  
Clerk's File: MB2026

**8.4. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held September 10, 2025**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR7/2026 ETPS 1090  
That the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board meeting held September 10, 2025 **BE RECEIVED**.  
Carried.

Report Number: SCM 345/2025 SCM 372/2025  
Clerk's File: MB2026

**8.5. Minutes of the Windsor Licensing Commission of its meeting held October 29, 2025**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR8/2026 ETPS 1091  
That the minutes of the Windsor Licensing Commission meeting held October 29, 2025 **BE RECEIVED**.  
Carried.

Report Number: SCM 354/2025 SCM 373/2025  
Clerk's File: MB2026



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### 8.6. Minutes of the Environment & Climate Change Advisory Committee of its meeting held December 4, 2024

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: CR9/2026 ETPS 1092

That the minutes of the Environment & Climate Change Advisory Committee meeting held December 4, 2024 **BE RECEIVED**.

Carried.

Report Number: SCM 367/2025 SCM 374/2025

Clerk's File: MB2026

### 8.7. Bicycle Parking Policy Implementation and Feasibility Update - City Wide

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: CR10/2026 ETPS 1093 ETPS 1085

- I. That report of the Environment Standing Committee of its meeting held on November 26, 2025 entitled "Bicycle Parking Policy Implementation and Feasibility Update – City Wide" **BE RECEIVED** for information; and,
- II. That administration **BE DIRECTED** move forward with the installation of a security gate at the parking garage 2, conditional on Funding including the potential use of Ward funds, so that it may be offered for use by the general public free of charge for 2026; and,
- III. That the items outlined in the planning section of the administrative report **BE REFERRED** to the planning department for consideration at a future Development and Heritage Standing Committee Meeting.

Carried.

Report Number: SCM 375/2025 SCM 308/2025 S 114/2025 AI 24/2025

Clerk's File: ST2025

### 8.9. Response to Instructional Memo TWB 16 – Analysis of Service Enhancements or New Routes for the Southeast Corridor of the City – City Wide

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

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Decision Number: CR12/2026 TWB 23

That the report of the Environment, Transportation and Public Safety Standing Committee of its meeting held on November 26, 2025, entitled “Response to Instructional Memo TWB 16 – Analysis of Service Enhancements or New Routes for the Southeast Corridor of the City – City Wide” adopted from the meeting of City Council held on Monday, July 14, 2025, **BE RECEIVED** for information; and,

That the Additional Information Memo report number AI 26/2025 of the Acting Executive Director, Transit Windsor, dated December 5, 2025, entitled “Additional Information Memo to Report S 132/2025 - City Wide” **BE RECEIVED** for information.

Carried.

Report Number: S 132/2025 SCM 385/2025 AI 26/2025  
Clerk’s File: MT/13708

## 8.10. ZBA Application - 475 Cabana Road W - Z012-2025 [ZNG/7306] -Ward 1

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: CR13/2026 DHSC 784

- I. That Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

x. **SOUTH SIDE OF CABANA ROAD WEST, WEST OF DOUGALL AVENUE**

For the lands comprising Part Lot 3, Registered Plan 1478, a *Townhome Dwelling* shall be an additional permitted *main use* and shall be subject to the following additional provisions:

- a) For this provision a Townhome Dwelling means one *dwelling* vertically divided into a row of a maximum of three dwelling units attached by common interior walls, each wall having a *minimum* area above *grade* of 10.0 sq. m., and may include, where permitted by Section 5.99.80, additional *dwelling units*.
- b) *Lot Width: minimum* 20.0 m
- c) *Lot Width: minimum per townhome dwelling unit* 5.0 m
- d) *Lot Area: minimum* 540 m<sup>2</sup>
- e) *Lot Coverage: maximum* 35.0%
- f) *Building height: maximum* 9.0 m
- g) *Front Yard Depth: minimum / maximum* 6.0 m / 7.0 m
- h) *Rear Yard Depth: Main Building: minimum* 20.0 m
- i) *Side Yard Width: minimum* 1.20 m
- j) In any *required front yard*, a *parking space* is prohibited.

- k) Notwithstanding Section 25.5.20.1.5, the *minimum* parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.5 m.
- l) Notwithstanding Section 25.5.20.1.6, where a *building* is located on the same *lot* as the *parking area*, for that portion of a *building* wall not containing a *habitable room window* within 4.0 m of the *ground*, the *minimum* parking area separation from that portion of the *building* wall shall be 3.0 m.
- m) A *screening fence* with a *minimum* height of 1.8 m shall be provided along the south *lot line*.
- n) A landscaped area with a minimum width of 2.0 m shall be provided abutting the south *lot line*.
- o) A minimum of 50% of the north exterior wall elevation shall be covered in masonry, brick or any combination thereof. A minimum of 35% of east and west exterior wall elevations shall be covered in masonry, brick or any combination thereof.

[ZDM 9; ZNG/7306]

- II. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part Lot 3, Registered Plan 1478, situated on the south side of Cabana Road West, west of Dougall Avenue, from RD1.4 to RD1.4x(x).
- III. That when Site Plan Control is applicable:
  - A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer:
    - 1. Those documents submitted in support of the application for amendment to the Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought, and any comments from municipal departments and external agencies included in Appendix D.

Carried.

Report Number: S 103/2025 SCM 388/2025  
Clerk's File: ZB/15009

## **8.11. Zoning By-law Amendment Application for 2525 Annie Street, Z-024/25 [ZNG-7328], Ward 8**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR14/2026 DHSC 785

- I. That Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

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### 14. SOUTH SIDE OF ANNIE STREET AND EAST SIDE OF MEADOWBROOK LANE AND SYCAMORE DRIVE

For the lands comprising of Part of Rose Avenue (Closed by R844364 & R963716), Plan 1151; Part 1, Plan 12R-18901 (PIN 01380-0155 LT & PIN 01380-0077 LT), *Dwelling Units* in a *Combined Use Building* and a *Multiple Dwelling* shall be an additional permitted *main use*, and the following additional provisions shall apply:

- a) *Dwelling Units* in a *Combined Use Building* shall be permitted with any one or more of the following uses.

1. *Business Office*
2. *Convenience Store*
3. *Personal Service Shop*
4. *Professional Studio*

- b) *Dwelling Units: maximum* 13
- c) *Building Setback - minimum* 3.50 m
- d) *Amenity Area - Per Dwelling Unit - minimum* 12.0 m<sup>2</sup> per unit
- e) *Gross Floor Area - maximum*

For each *Business Office*,  
*Convenience Store*, *Personal*  
*Service Shop* or *Professional Studio*: 250.0 m<sup>2</sup>

- f) Notwithstanding clause .3 of Table 25.5.20.1, the minimum parking area separation from an interior lot line or alley shall be 0.0 metres.
- g) Notwithstanding clause .5 of Table 25.5.20.1, the minimum separation of a parking area from a building wall in which is located a main pedestrian entrance facing the parking area shall be 0.74 metres.

[ZDM 15; ZNG/7328]

- II. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part of Rose Avenue (Closed by R844364 & R963716), Plan 1151; Part 1, Plan 12R-18901; PIN No. 01380-0077 LT & PIN No. 01380-0155 LT), situated on the south side of Annie Street and east side of Meadowbrook Lane and Sycamore Drive from CD3.3 to CD3.3x(14).
- III. That, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, the following **BE SUBMITTED** with an application for Site Plan Approval:
- a. Planning Rationale Report, prepared by Pillon Abbs Inc., dated September 8, 2025.

- b. Sanitary Sewer Analysis, prepared by Haddad Morgan & Associates Ltd.: Consulting Engineers, dated June 5, 2025.
- c. Servicing Assessment, prepared by Haddad Morgan & Associates Ltd.: Consulting Engineers, dated February 4, 2025.
- d. Video Inspection Report, prepared by Haddad Morgan & Associates Ltd.: Consulting Engineers, dated June 5, 2025.

IV. That the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan and executed and registered site plan agreement:

a. Approved Site Plan

- i. Sewer Connections - All existing and proposed storm, sanitary and water services must be identified on the drawings, as well as the associated mainline sewers/water mains.
  - 1. Modify drawings to include all sewer connections and water services.
  - 2. Identify any redundant connections to be abandoned in accordance with Engineering Best Practice BP1.3.3.
- ii. Encroachment Agreement - There are existing items encroaching into the right-of-way, which require either removal or an encroachment agreement to legalize said items.
  - 1. Modify drawings to remove encroaching items or identify that an encroachment agreement with the City of Windsor will be required for the existing raised curbs and proposed sewers.
- iii. Proper Agreement for Access and/or Services - If any portion of the driveway or sewer connections will be shared with the adjacent property, said items must be identified on the drawing.
  - 1. Modify drawings to identify shared accesses/services with adjacent property.

b. Site Plan Agreement

- i. General Provisions
  - 1. G-14 - Driveway Approaches
  - 2. G-15 (1) - Street Opening Permits
  - 3. G-15 (2) - Site Servicing Drawings
  - 4. G-28 - Video Inspection
- ii. Special Provisions

1. Encroachment Agreement - The owner agrees to submit application for and execute an agreement with the Corporation for the proposed encroachments into the right-of-way (i.e. raised curbs along existing driveway approach) to the satisfaction of the City Engineer.
2. Proper Agreement for Access and/or Services - The owner agrees to enter into a reciprocal agreement with the abutting property owners for access and services.
3. Sanitary Sampling Manhole - The owner agrees for all non-residential uses, to install a sanitary sampling manhole accessible at the property line of the subject lands to the City Engineer at all times. The determination of the requirement or interpretation if a sampling manhole exists or exceptions to such, will be to the satisfaction of the City Engineer.
4. A Record of Site Condition (RSC) be filed with the Ministry of the Environment, Conservation and Parks (MECP) in accordance with Ontario Regulation 153/04. And that written acknowledgement of the RSC filing issued by the MECP be provided prior to Building Permit issuance.

Carried.

Report Number: S 128/2025 SCM 389/2025  
Clerk's File: Z/15043

### **8.15. Ontario *Heritage Act* Part IV Heritage Designations of 'High' Priority Properties, University of Windsor (Ward 2)**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR18/2026 DHSC 783

- I. That the City Clerk **BE AUTHORIZED** to publish a Notice of Intention to Designate the following properties hereby identified as "Batch – University of Windsor" in accordance with Part IV, Section 29 of the *Ontario Heritage Act* for the reasons within the draft Statements of Cultural Heritage Value or Interest attached in Appendix 'B':
  - A. 400 Huron Church Rd – "Assumption College – Hall #3 & Chapel"
  - B. 401 Sunset Ave – "Dillon Hall U of W, Former Assumption H.S."
  - C. 401 Sunset Ave – "Memorial Hall"
  - D. 2629 Riverside Dr W – "John H. Rodd House"
  - E. 197 Sunset Ave – "John Stuart House"
  - F. 223 Sunset Ave – "Kamen House"

- II. That the City Solicitor **PREPARE** the By-laws for Council to designate the properties.

Carried.

Councillor Fred Francis discloses an interest and abstains from voting on this matter.

Report Number: S 133/2025 SCM 387/2025  
Clerk's File: MBA/14619

**8.16. Closure of Grand Boulevard and Joinville Avenue located east of Lloyd George Boulevard, Ward 8, SAS-7225**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR19/2026 DHSC 782

- I. That the 30.48-metre-wide public highway known as Grand Boulevard, located east of Lloyd George Boulevard, and shown on Drawing No. CC-1863 (*attached* hereto as Appendix "A"), and hereinafter referred to as "Grand Boulevard", **BE ASSUMED** for subsequent closure;
- II. That the portion of Grand Boulevard shown as Parts 6, 9, 10 & 11 on Drawing No. CC-1863 **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:
    - i. Bell Canada to accommodate existing overhead infrastructure (north/south pole line only);
    - ii. Cogeco Connexion Inc. to accommodate existing overhead infrastructure (north/south pole line only); and
    - iii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires.
  - b. Ontario Land Surveyor be directed to create the aforesaid Parts and a 3.0-metre-wide Part for the aforesaid easements, measuring 1.5 metres from each side of the north/south and east/west pole lines.
- III. That the portion of Grand Boulevard shown as Parts 7 & 8 on Drawing No. CC-1863 **BE CLOSED AND RETAINED** by The Corporation of the City of Windsor and as necessary, in a manner deemed appropriate by the City Planner, subject to the easements referenced under Section II of the Recommendation.
- IV. That the 20.12-metre-wide public highway known as Joinville Avenue, located east of Lloyd George Boulevard, and shown on Drawing No. CC-1863 (*attached* hereto as Appendix "A"), and hereinafter referred to as "Joinville Avenue", **BE ASSUMED** for subsequent closure;
- V. That the portion of Joinville Avenue shown as Parts 1, 3, 4 & 5 on Drawing No. CC-1863 **BE CLOSED AND CONVEYED** to the abutting property owners and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Easements, subject to being accepted in the City's standard form and in accordance with the City's standard practice, being granted to:
    - i. Bell Canada to accommodate existing overhead infrastructure;

- ii. Cogeco Connexion Inc. to accommodate existing overhead infrastructure; and
    - iii. ENWIN Utilities Ltd. to accommodate existing overhead 16kV and 120/240 volt distribution, poles and down guy wires.
  - b. Ontario Land Surveyor be directed to create the aforesaid Parts and a 3.0-metre-wide Part for the aforesaid easements, measuring 1.5 metres from each side of the north/south and east/west pole lines.
- VI. That the portion of Joinville Avenue shown as Part 2 on Drawing No. CC-1863 **BE CLOSED AND RETAINED** by The Corporation of the City of Windsor and as necessary, in a manner deemed appropriate by the City Planner, subject to the easements referenced under Section V of the Recommendation.
- VII. That the Conveyance Cost **BE SET** as follows in accordance with CR106/2003, as amended by CR427/2003 & CR182/2005:
- a. For Grand Boulevard conveyed to abutting lands zoned RD1.1, market value per front foot plus HST and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
  - b. For Grand Boulevard conveyed to abutting lands zoned RD2.1, \$1.00 plus HST and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
  - c. For Grand Boulevard sold as a building lot, market value plus HST and any associated legal costs.
  - d. For Joinville Avenue conveyed to abutting lands zoned RD1.1 or RD2.1, \$1.00 plus HST and a proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
  - e. For Joinville Avenue sold as a building lot, market value plus HST and any associated legal costs.
- VIII. That The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1863.
- IX. That The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- X. That The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- XI. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003 Carried.

Report Number: S 129/2025 SCM 386/2025  
Clerk's File: SAA2025



### **11.1. Capital Variance Report - September 30, 2025 - City Wide**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR20/2026

- I. That City Council **RECEIVE** the 2025 Life-to-Date Capital Variance Report as at September 30, 2025; and further,
- II. Whereas on February 21, 2025, the Capital Budget was deemed approved via Mayoral Decision MD08-2025 and subsequently City Council **SUPPORTS** the transfers noted within this report, be it further resolved that City Council **DIRECT** the City Treasurer to affect the transfers to and from existing capital projects/reserves as identified within Appendix A – Summary of Capital Project Variances; and further,
- III. That City Council **AUTHORIZE** a transfer of \$30,765 from the Energy Reserve, Fund 188, to the Corporate Energy operating Dept ID 0122980 as it relates to necessary repairs to public-use Electric Vehicle (EV) charging stations; and further,
- IV. That City Council **AUTHORIZE** the creation of a new capital project for Engineering Department Office Renovations, as indicated in the Financial Matters section of this report, and that the City Treasurer **BE DIRECTED** to fund the works through a transfer of unclaimed indemnity fees, in the amount of \$180,000; and further,
- V. That City Council **AUTHORIZE** the return of \$6,827,608 in funding from Pollution Control projects to their original funding source, the Pollution Control Reserve, Fund 208.

Carried.

Report Number: C 163/2025  
Clerk's File: AF/14854

### **11.2. Zoning By-law Amendment Application for 1730 Olive Road, Z-025/25 [ZNG-7329], Ward 8**

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR21/2026 DHSC 776

- I. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 318, 319, 431 & 432, Part of Lots 317, 320, 430 & 433, and Part of Closed Alley, Plan 1063 [PIN No. 01116-0581 LT (in part) & PIN No. 01116-0587 LT (in part)], situated on the south part of Kinsmen Norman Road Park and north half of abutting 7.62-metre-wide closed east/west alley, shown as the *Subject Site* on Appendix A, from GD1.1 to RD1.2.

- II. That before the issuance of a Building Permit, the City Solicitor **BE DIRECTED** to grant Bell Canada, ENWIN Utilities Ltd. and Managed Network Systems Inc. (MNSi), at no cost, a 4.57-metre-wide easement, measuring 1.52 metres and 3.05 metres from the shared rear lot line of the new single unit dwelling lots on Olive Road and Norman Road, respectively, shown as the *Subject Site* on Appendix A, to service the proposed development.

Carried.

Report Number: S 121/2025 SCM 339/2025  
Clerk's File: Z/15041

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

None requested.

## **10. PRESENTATIONS AND DELEGATIONS**

### **8.12. ZBA Application - Z 029/25 (ZNG-7333) 3185, 3187, 3189 & 3191 McRobbie Rd. - Ward 7**

**Jasmeen Dhillon, Applicant, JD Empire Construction Ltd.**

Jasmeen Dhillon, applicant, appears before City Council regarding the administrative report dated October 17, 2025, entitled "ZBA Application - Z 029/25 (ZNG-7333) 3185, 3187, 3189 & 3191 McRobbie Rd. – Ward 7" and is available for questions.

**Wasem Toma, Area Resident**

Wasem Toma, area resident, appears before City Council and expresses concern regarding the recommendation in the administrative report dated October 17, 2025, entitled "ZBA Application - Z 029/25 (ZNG-7333) 3185, 3187, 3189 & 3191 McRobbie Rd. – Ward 7" specifically pertaining to safety, parking, traffic, property value and cohesiveness with the existing neighbourhood.

Moved by: Councillor Fred Francis

Seconded by: Councillor Kieran McKenzie

Decision Number: CR15/2026 DHSC 786

- I. That Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

13. **WEST SIDE OF MCROBBIE ROAD, BETWEEN MULBERRY ROAD AND LEISURE CRESCENT**

For the lands comprising of Part Lot 1 and Part Lot 2, Registered Plan 1597, designated as Parts 2, 3 and 5 on 12R-29955, one *Semi-Detached Dwelling* shall be an additional

permitted *main use*, and the following additional provisions shall apply to a *Semi-Detached Dwelling*:

- a) *Lot Width: minimum 14.2 m*
- b) *Garage width: maximum 8.1 m*

[ZDM 15; ZNG/7333]

- II. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part Lot 1 and Part Lot 2 on Registered Plan 1597, known municipally as 3185, 3187, 3189 and 3191 McRobbie Road (Roll No. 070-890-04702 and 070-890-00114), situated on the west side of McRobbie Road between Mulberry Road and Leisure Crescent, from RD1.1 to RD1.1x(13).

Carried.

Councillor Angelo Marignani voting nay.

Report Number: S 125/2025 SCM 390/2025

Clerk's File: Z/15051

#### **8.14. Zoning By-law Amendment Application for 3503 Byng Road, Z-019/25 [ZNG-7317], Ward 9**

##### **Daniel Grenier, Applicant**

Daniel Grenier, applicant, appears before City Council regarding the administrative report dated November 3, 2025, entitled "Zoning By-law Amendment Application for 3503 Byng Road, Z-019/25 [ZNG-7317], Ward 9" and is available for questions.

##### **Linda Lucente, Area Resident**

Linda Lucente, area resident, appears before City Council and expresses concern regarding the recommendation in the administrative report dated November 3, 2025, entitled "Zoning By-law Amendment Application for 3503 Byng Road, Z-019/25 [ZNG-7317], Ward 9" specifically pertaining to parking, stormwater management, pedestrian safety due to lack of sidewalks, and cohesiveness with the existing neighbourhood.

##### **Debora Bessette Craig & Ronald Craig, Area Residents**

Debora Bessette Craig and Ronald Craig, area residents, appear before City Council and express concern regarding the recommendation in the administrative report dated November 3, 2025, entitled "Zoning By-law Amendment Application for 3503 Byng Road, Z-019/25 [ZNG-7317], Ward 9" Specifically pertaining to property maintenance, parking, noise, garbage and pest control, stormwater management, and cohesiveness with the existing neighbourhood.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Frazier Fathers

Decision Number: CR17/2026 DHSC 788

- I. That Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

**14. SOUTHWEST CORNER OF BYNG ROAD AND LAPPAN AVENUE**

For the lands comprising of Lots 110 & 111 and Part of Closed Alley, Plan 1215; Part 2, Plan 12R-27297 (PIN 01348-0464 LT & PIN 01348-0841 LT), a *Multiple Dwelling* shall be subject to the following additional provisions:

- a) *Lot Area: minimum* 674 m<sup>2</sup>
- b) *Building Height: Main Building: maximum* 9.0 m
- c) *Side Yard Width: minimum* 1.2 m
- d) *Dwelling Units: maximum* 6
- e) Notwithstanding Table 24.20.5.1, the *minimum* number of *required parking spaces* shall be 6.
- f) Notwithstanding clause .2 of Table 25.5.20.1, the *minimum parking area* separation from a *street* shall be 2.63 m and an ornamental *screening fence* having a height of 1.20 m shall span the length of that *parking area* separation, save and except that portion within 0.30 m of an *access area*.
- g) Notwithstanding clause .6 of Table 25.5.20.1, the *minimum* separation of a *parking area* from a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 2.25 m, and the *parking area* separation shall be maintained with *soft landscaping*, save and except any area occupied by a public walkway providing access to a main pedestrian entrance.
- h) A *screening fence* having a height of 1.83 m shall be maintained along the west *lot lines* and any portion of the south *lot line* abutting a *parking area*.
- i) A central air conditioning system shall be provided for each *dwelling unit*.

[ZDM 12; ZNG/7317]

- II. That Zoning By-law 8600 **BE FURTHER AMENDED** by deleting and replacing Section 1.7.1 as follows:

**1.7.1 CITY PLANNER**

The City Planner shall be responsible for administering and interpreting this By-law. Any reference to the "City Planner" in this By-law shall include a Deputy City Planner or a designate authorized by the City Planner.

The City Planner shall have the authority to execute an agreement related to the implementation of noise mitigation measures identified in a noise study, provided that the noise study is deemed satisfactory by the City Planner and all legal documentation is in a form satisfactory to the City Solicitor.

[ZNG/6277; ZNG/7317]

(B/L 52-2024 Apr 22/2024)

- III. That Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following site specific holding condition clause to Section 95.20:
- (3) A noise study shall be submitted to the satisfaction of the City Planner. The City Planner shall determine and approve which mitigation measures identified in the approved noise study are to be included in an agreement. The agreement shall be in a form satisfactory to the City Solicitor and registered on title.

[ZNG/7317]

- IV. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Lots 110 & 111 and Part of Closed Alley, Plan 1215; Part 2, Plan 12R-27297 (PIN 01348-0464 LT & PIN 01348-0841 LT), situated at the southwest corner of Byng Road and Lappan Avenue from RD1.1 to H(3)RD3.1x(14).

Carried.

Councillors Fred Francis and Angelo Marignani voting nay.

Report Number: S 127/2025 SCM 392/2025

Clerk's File: Z/15054

### **8.13. Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1**

**Davide M. Petretta, Applicant, Petcon Realty Corp.**

Davide Petretta, applicant, Petcon Realty Corp. appears before City Council regarding the administrative report dated October 20, 2025, entitled “Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1” and highlights the benefits of the proposed development by addressing the City’s housing targets, while using existing infrastructure; and concludes by suggesting that the development will bring additional value and provides an opportunity for current Roseland residents to downsize.

**Esam Saeed, Area Resident**

Esam Saeed, area resident, appears before City Council and expresses concern regarding the recommendation in the administrative report dated October 20, 2025, entitled “Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1” specifically pertaining to the character of the existing neighbourhood, decreased property value, increased traffic volume, parking, and noise.

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### Max Song, Area Resident

Max Song, area resident, appears before City Council and expresses concern regarding the recommendation in the administrative report dated October 20, 2025, entitled “Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1” specifically pertaining to increased traffic volume, parking, and asks that a traffic study be conducted.

### Tony Putrus, Area Resident

Tony Putrus, area resident appears before City Council and expresses concern regarding the recommendation in the administrative report dated October 20, 2025, entitled “Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1” specifically pertaining to increased traffic volume, parking, decreased property value, and cohesiveness with the existing neighbourhood,

### Sue Gaul, Area Resident

Sue Gaul, area resident appears before City Council and expresses concern regarding the recommendation in the administrative report dated October 20, 2025, entitled “Rezoning – 4276 Roseland Drive East – Z-030/25 ZNG/7334 – Ward 1” specifically pertaining to the size of the development, cohesiveness with the existing neighbourhood, affordability, and added strain on the sewer system.

Moved by: Councillor Fred Francis

Seconded by: Councillor Renaldo Agostino

Decision Number: CR16/2026 DHSC 787

1. That Zoning By-law 8600 **BE AMENDED** by adding the following clause to Section 91.10:

12. **ROSELAND DRIVE SOUTH AND ROSELAND DRIVE EAST, WEST OF KENNEDY DRIVE / NEAL BOULEVARD**

For the lands comprising BLK D PL 1241 SANDWICH WEST; WINDSOR (PIN 01289-1265), for any *main use* permitted in RD2.2, the following additional provisions shall apply:

a) Notwithstanding Section 3.10,

1. **FRONT LOT LINE** means the *exterior lot line* closest to the wall of the *main building* that contains a garage door or a primary pedestrian entrance.
2. Any *exterior lot line* that is not defined as a *front lot line* is deemed to be a *side lot line*.
3. Where two *side lot lines* meet at the same point on a *lot*, that point is deemed to be the *rear lot line*.

b) The *minimum lot frontage* shall equal the *minimum lot width* required for that permitted *main use*.

- c) For a *main building*, the *minimum* building setback from an *interior lot line* or a *side lot line* shall be 1.50 m.
- d) Section 5.15.1, Section 5.23.5.1, and the *lot width*, *rear yard* depth, and *side yard* width provisions in Section 11.2.5 shall not apply.

[ZDM 9; ZNG/7334]

2. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of BLK D PL 1241 SANDWICH WEST; WINDSOR (PIN 01289-1265), situated on Roseland Drive South and Roseland Drive East, west of Kennedy Drive East / Neal Boulevard (4276 Roseland Drive East; Roll No. 080-090-06100), from ID1.1 to RD2.2x(12).
3. That, when Site Plan Control is applicable:
  - A. The Site Plan Approval Officer **BE DIRECTED** to incorporate into an approved site plan or an executed and registered site plan agreement, additional requirements identified in Appendix D to Report S 126/2025, to the satisfaction of the municipal department or external agency requesting them.
  - B. The Site Plan Approval Officer **CONSIDER** incorporating into an approved site plan or an executed and registered site plan agreement any additional comments identified in Appendix D to Report S 126/2025, to the satisfaction of the municipal department or external agency requesting them.

Carried.

Report Number: S 126/2025 SCM 391/2025  
Clerk's File: Z/15052

## **2026 Proposed Operating Budget and Capital Budgets**

### **Mehari Hagos, MH100**

Mehari Hagos, MH100, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets, and provides a brief overview of the programming offered to at risk youth in the community; and concludes by indicating that the losses suffered with the closure of Windsor Waterworld were substantial, and requests to be compensated for the loss of equipment and investments made at that location and for additional funding to be allocated to continue to offer and grow this programming.

### **Stephen Bisutti, Area Resident**

Stephen Bisutti, area resident, appears before City Council regarding the Proposed 2026 Operating and Capital Budgets and requests an increased budget for alleyways due to recent vandalism, safety concerns and to deter the use of illegal drug use in these spaces.

**Howard Weeks, Area Resident**

Howard Weeks, area resident, appears before City Council regarding the Proposed 2026 Operating and Capital Budget and speaks in support of the budget expenditure for Peche Island as it relates to preserving the natural landscape of this important park land.

**Caroline Taylor, Area Resident**

Caroline Taylor, area resident, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets as it relates to the 0% property tax increase as it adds undue financial stress to the most vulnerable populations; and concludes by suggesting that user fee increases will cost far more on a daily basis than an increased annual property tax rate.

**Megan Ball, Area Resident**

Megan Ball, area resident appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets as it relates to the Transit Windsor user fee increases, which will result in reduced access and added hardship for those already struggling to access basic necessary services.

**Cynthia Van Vrouwerff, Area Resident**

Cynthia Van Vrouwerff, area resident, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets as it relates to budget cuts to public housing that are in need of repairs and additional security; and concludes by advocating for additional funding for the arts, sports, transportation, pools, and affordable housing.

**Ron Dunn, Executive Director, Victoria Manor Housing with Supports**

Ron Dunn, Executive Director, Victoria Manor Housing with Supports, appears before City Council regarding the Proposed 2026 Operating and Capital Budgets and thanks Council for approving the recommendation to increase per diem funding to \$65 as it supports the staff who keep residents safe, keeps the residents healthy and fed and the building maintained to ensure an adequate level of service and quality of life for the residents.

**Zachary Balogh, Area Resident**

Zachary Balogh, area resident, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets as it relates to Transit Windsor fee increases specifically in terms of affordability, decreased reliability, and frequency.



**Ashley Bruner, Area Resident**

Ashley Bruner, area resident, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets as it relates to Strong Mayor Powers and public engagement being undermined; and concludes by suggesting that 0% property tax increase and budget cuts offload costs to the most vulnerable.

**Darcie Renaud, Area Resident**

Darcie Renaud, area resident, appears before City Council regarding the Proposed 2026 Operating and Capital Budgets and requests that Council reinstate school bus extras for the remainder of the school year to allow advocates to re-engage with the school board to identify a solution for high school students who are being deeply affected by the daily challenges related to indirect routes, transfers, timeliness and rate increases.

**Terry Fink, Curlers of Windsor**

Terry Fink, Curlers of Windsor, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets specifically as it relates to increased user fees and suggests that a rate of 1-2% would be more appropriate so as to remove barriers to participation and improve quality of life in the City of Windsor.

Mayor Drew Dilkens leaves the meeting at 1:37 o'clock p.m. and Councillor Jo-Anne Gignac assumes the chair.

**Nate Hope, Activate Transit Windsor Essex**

Nate Hope, Activate Transit Windsor Essex, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets specifically as it relates to increased user fees for transit, citing service levels, reliability, and affordability; and concludes by suggesting that the Transit Master Plan be implemented and that the City allocate additional funding towards operations.

Mayor Drew Dilkens returns to the meeting at 1:47 o'clock p.m. and Councillor Jo-Anne Gignac returns to her seat at the Council Table.

**Karen Soulliere, Chair & Anne Ryan, Executive Director - IRIS House, IRIS Residential Inns and Services**

Karen Soulliere, Chair and Anne Ryan, Executive Director - IRIS House, IRIS Residential Inns and Services appear before City Council regarding the Proposed 2026 Operating and Capital Budget and speaks in favor of the per diem increase to \$65 to support the daily operations, and propose that a strategy be developed to ensure the sustainability of City residential service homes such as yearly

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increases in funding equivalent to the annual cost of living increases to resident pensions, Ontario Disability Support Program (ODSP) and Old Age Security (OAS).

### **Mike Fisher, President, The Friends of Ojibway Prairie**

Mike Fisher, President, The Friends of Ojibway Prairie, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets specifically as it relates to the increased user fees for programming at the Ojibway Nature Centre, and recommends that Council reevaluate the fees to keep nature accessible; and concludes by requesting that Council participate in the fight to acquire the lands adjacent to Ojibway, to add to the National Urban Park.

### **Rosanna DeMarco, Area Resident**

Rosanna DeMarco, area resident, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets specifically as it relates to Strong Mayor Powers; and concludes by advocating for the re-opening of Sandpoint Beach, with the upgrades to the location of the beach to ensure safety.

### **Heather Zaleski, Engage Windsor**

Heather Zaleski, Engage Windsor, appears before City Council and expresses concern regarding the Proposed 2026 Operating and Capital Budgets specifically as it relates to the 0% property tax increase and the proposed increase to user fees, as it limits access to programming for vulnerable populations across the city; and concludes by suggesting that increasing user fees will cost more on average than the property tax increase may have.

### **Dr. Ken Blanchette, CEO, Windsor-Essex County Health Unit**

Dr. Ken Blanchette, CEO, Windsor-Essex County Health Unit, appears before City Council regarding the Proposed 2026 Operating and Capital Budgets and advocates for health equity by partnering with community groups to enhance accessibility to public transit, long-term funding to Pathway to Potential (P2P) and subsidized user fees for programming.

### **Lorraine Goddard, CEO, United Way Windsor-Essex Chatham-Kent and Robert Cameron, Executive Director, Downtown Windsor Community Collaborative**

Lorraine Goddard, CEO, United Way Windsor-Essex Chatham-Kent and Robert Cameron, Executive Director, Downtown Windsor Community appear before City Council regarding the Proposed 2026 Operating and Capital Budgets and thank Council for the continued investment in vital P2P funding and request that Council explore options to return P2P funding to the tax levy to ensure long-term stability in 2027.

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

### **8.8. Traffic Calming Policy Update 2025 - City Wide**

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Fred Francis

Decision Number: CR11/2026 ETPS 1094

That the report of the Environment, Transportation and Public Safety Standing Committee dated November 26, 2025, entitled "Traffic Calming Policy Update 2025-City Wide" **BE RECEIVED** for information; and,

That the current traffic calming policy (Traffic Calming Policy, 2022) **BE RESCINDED**; and,

That the new updated 2025 Traffic Calming Policy attached as Appendix A to this report **BE APPROVED**; and,

That the Stage 3: Project Approval - Traffic Calming Survey process proposed in the Traffic Calming Program **BE UPDATED** to interpret non-responses as support; and,

That administration **BE DIRECTED** to send a letter to the province regarding receiving funding for traffic calming in light of the removal of the Speed Camera program, as Windsor was in the process of implementing this program when it was cancelled; and,

That administration **BE DIRECTED** to move forward with the \$15,000 funding per ward for Traffic Calming measures approved in principal for 2026, with Councillors having full discretion on how to spend the funding.  
Carried.

Report Number: S 111/2025 SCM 376/2025  
Clerk's File: ST/13863

## **10. REGULAR BUSINESS ITEMS TO BE TABLED FOR DELIBERATION AT THE JANUARY 26, 2026 SPECIAL COUNCIL MEETING**

Moved by: Councillor Fred Francis  
Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR22/2026

That report items 10.1 through 10.4 as set out in the January 12, 2026, agenda **BE TABLED** as they will be deliberated by Council at its meeting to be held on Monday January 26, 2026.  
Carried.

Report Number: C 5/2026

## **12. CONSIDERATION OF COMMITTEE REPORTS**

### **12.2. Report of the Special Meeting of Council – In-Camera of its meeting held November 24, 2025**

Moved by: Councillor Renaldo Agostino  
Seconded by: Councillor Frazier Fathers

Decision Number: CR482/2025

That the report of the Special Meeting of Council – In-Camera of its meeting held November 24, 2025 **BE ADOPTED** as presented.  
Carried.

Report Number: SCM 9/2026  
Clerk's File: ACO2026

### **12.3. Report of the Environment, Transportation and Public Safety Standing Committee – sitting as Transit Windsor Board of Directors – In-camera of its meeting held November 24, 2025**

Moved by: Councillor Renaldo Agostino  
Seconded by: Councillor Frazier Fathers

Decision Number: CR484/2025

That the report of the Environment, Transportation and Public Safety Standing Committee – sitting as Transit Windsor Board of Directors – In-camera of its meeting held November 24, 2025 **BE ADOPTED** as presented.  
Carried.

Report Number: SCM 10/2026  
Clerk's File: ACO2026

### **12.4. Report of the Striking Committee of its meeting held November 24, 2025**

Moved by: Councillor Renaldo Agostino  
Seconded by: Councillor Frazier Fathers

Decision Number: CR483/2025

That the report of the Striking Committee of its meeting held November 24, 2025 **BE ADOPTED** as presented.  
Carried.

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

Moved by: Councillor Frazier Fathers  
Seconded by: Councillor Jo-Anne Gignac

That the following By-laws No. 1-2026 through 13-2026 (inclusive) be introduced and read a first and second time:

**1-2026** - A BY-LAW TO PROVIDE FOR INTERIM TAX LEVIES FOR 2026, authorized by CR462/2025, dated November 24, 2025.

**2-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR440/2018, dated August 13, 2018.

**3-2026** - A BY-LAW TO AUTHORIZE THE CONSTRUCTION OF A SANITARY SEWER AND PRIVATE DRAIN CONNECTIONS ON RAY ROAD AND JOY ROAD, FROM THEIR EASTERN LIMITS TO 8TH CONCESSION ROAD, IN THE CITY OF WINDSOR, AS A LOCAL IMPROVEMENT, authorized by CR232/2023, dated May 30, 2023.

**4-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR464/2025, dated November 24, 2025.

**5-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR466/2025, dated November 24, 2025.

**6-2026** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR465/2025, dated November 24, 2025.

**7-2026** - A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 18.29 METRE PORTION OF PERTH AVENUE RIGHT-OF-WAY NORTH OF CHAPPUS STREET, CITY OF WINDSOR, authorized by CR15/2020, dated January 6, 2020, and CR468/2025, dated November 24, 2025.

**8-2026** - A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 18.29 METRE PORTION OF PERTH AVENUE RIGHT-OF-WAY NORTH OF CHAPPUS STREET, CITY OF WINDSOR, authorized by CR15/2020 dated January 6, 2020, and CR468/2025, dated November 24, 2025.

**9-2026** - A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.81 METRE EAST/WEST ALLEY NORTH OF MILLOY STREET, EAST OF OLIVE ROAD, SOUTH OF ALICE STREET, AND WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR326/2025, dated July 28, 2025.

**10-2026** - A BY-LAW TO CLOSE, STOP UP AND RETAIN THE 3.81 METRE EAST/WEST ALLEY NORTH OF MILLOY STREET, EAST OF OLIVE ROAD, SOUTH OF ALICE STREET AND WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR326/2025, dated July 28, 2025.

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**11-2026** - A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.81 METRE EAST/WEST ALLEY NORTH OF MILLOY STREET, EAST OF OLIVE ROAD, SOUTH OF ALICE STREET, AND WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR326/2025, dated July 28, 2025, and CR468/2025, dated November 24, 2025.

**12-2026** - A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.81 METRE EAST/WEST ALLEY NORTH OF MILLOY STREET, EAST OF OLIVE ROAD, SOUTH OF ALICE STREET AND WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR326/2025, dated July 28, 2025, and CR468/2025, dated November 24, 2025.

**13-2026** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 12<sup>TH</sup> DAY OF JANUARY, 2026.  
Carried.

## 14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Angelo Marignani

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

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

Carried.

## 15. NOTICES OF MOTION

Councillor Angelo Marignani gives notice that he intends to introduce a motion for consideration at the January 26, 2026 meeting of Council regarding 2026 Proposed Budget Item Project 7021025 – Sandpoint Beach.

Councillor Kieran McKenzie gives notice that he intends to introduce a motion for consideration at the January 26, 2026 meeting of Council regarding Ontario Big City Mayors (OBCM) Declaration of a state of emergency on homelessness and addiction .

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

Decision Number: CR23/2026

That Administration **BE DIRECTED** to report back on Parking enforcement adjustments specifically

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considering how to add up to \$ 1 million in additional revenue by increasing on street parking spots in the Downtown core and some surrounding areas to offset administration's request to increase meter enforcement times and roll back enforcement time to 6pm; and, can this be achieved with additional spots, bylaw changes, and a move to maximize on street parking; and,

That the information **INCLUDE** projected additional revenue by increasing the fee of cash payments at street meters but keeping the cost of app-based parking fees at their current level to aid in more APP usage for future budgets; and,

That Administration **EXPLORE** ways to make street parking available to potential housing and business developments; and that this report **BE BROUGHT FORWARD** during the Budget deliberation meeting scheduled to take place on January 26, 2026.

Carried.

Clerk's File: AF/15032

## 16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

That the By-laws No. 1-2026 through 13-2026 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

## 17. PETITIONS

### 17.1. Petition Regarding the Partial Naturalization of Chopin Park

Moved by: Councillor Jim Morrison

Seconded by: Councillor Ed Sleiman

Decision Number: CR24/2026

That the petition presented by Councillor Ed Sleiman on behalf of the residents of the 1200 block of Rossini Boulevard regarding the Partial Naturalization of Chopin Park **BE RECEIVED** by the Clerk and the Clerk **BE DIRECTED** to forward the petition to the Commissioner, Community Services for the purpose of an examination of the requested works or undertakings.

Carried.

Clerk's File: ACO/15088

## **17.2. Petition Regarding Condition of Ontario Street between Glidden Avenue and Esdras Avenue**

Moved by: Councillor Jim Morrison  
Seconded by: Councillor Ed Sleiman

Decision Number: CR25/2026

That the petition presented by Councillor Jo-Anne Gignac on behalf of the residents of Ontario Street between Glidden Avenue and Esdras Avenue regarding Condition of Ontario Street between Glidden Avenue and Esdras Avenue **BE RECEIVED** by the Clerk and the Clerk **BE DIRECTED** to forward the petition to the Commissioner, Infrastructure Services and City Engineer for the purpose of an examination of the requested works or undertakings.

Carried.

Clerk's File: ACO/15088

## **17.3. Petition regarding urgent action regarding high school transportation in Windsor**

Moved by: Councillor Jim Morrison  
Seconded by: Councillor Ed Sleiman

Decision Number: CR26/2026

That the petition presented by Councillor Kieran McKenzie on behalf of parents, caregivers, students, and residents of the City of Windsor regarding high school transportation in Windsor **BE RECEIVED** by the Clerk as part of the public record.

Carried.

Clerk's File: ACO/15088

## **18. QUESTION PERIOD**

Moved by: Councillor Renaldo Agostino  
Seconded by: Councillor Frazier Fathers

Decision Number: CR27/2026

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

CQ 1-2026:

**Assigned to: Deputy Chief Administrative Officer / Commissioner, Economic Development**



Windsor residents continue to face serious housing pressures—not only in affordability and availability, but also in the shortage of attainable, family-sized housing that allows families, seniors, and working households to remain in our community. As Council continues to look for practical and community-focused ways to address Windsor’s housing shortage, it is important to understand how the City’s role in planning policies, procedures, and approvals can support the delivery of privately built housing, including both rental housing and small-scale condominium developments that provide attainable ownership opportunities for residents.

Asks that Administration report back on the funding and tools that are available at the provincial and federal level including the new Build Canada Homes Agency to support community, non-profit and private housing development in Windsor. Included in this, could administration report back on how these program requirements align with City of Windsor planning and zoning requirements such as minimum unit requirements or affordability thresholds to ensure a streamlined application process and remove barriers to access these programs.

Additionally, can administration investigate and report back a summary of current municipal incentives and programs that are available in other comparable cities and municipalities including: capital grants, planning fast tracking, tax incremental financing, fee and charge waivers, and specialized programs like multi-unit residential acquisition (MURA) programs or formal land banking and transfers.  
Carried.

Clerk’s File: ACOQ2026 & GH/14271

## **21. ADJOURNMENT**

Moved by: Councillor Fred Francis  
Seconded by: Councillor Jo-Anne Gignac

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

Accordingly, the meeting is adjourned at 4:32 o’clock p.m.

---

Mayor

---

City Clerk

Adopted by Council at its meeting held November 24, 2025 (CR482/2025)  
SV/bm

**SPECIAL MEETING OF COUNCIL – IN CAMERA**  
**November 24, 2025**

**Meeting called to order at: 1:49 p.m.**

**Members in Attendance:**

Mayor Drew Dilkens  
Councillor Renaldo Agostino  
Councillor Jo-Anne Gignac  
Councillor Gary Kaschak  
Councillor Angelo Marignani (arrives at 1:54 p.m.)  
Councillor Kieran McKenzie  
Councillor Mark McKenzie  
Councillor Jim Morrison  
Councillor Ed Sleiman  
Councillor Frazier Fathers

**Members Absent:**

Councillor Fred Francis

**Also in attendance:**

Ray Mensour, Chief Administrative Officer  
Jelena Payne, Commissioner, Economic Development/Deputy CAO  
Andrew Daher, Commissioner, Corporate Services  
David Simpson, Commissioner, Infrastructure Services/City Engineer  
Janice Guthrie, Commissioner, Finance/City Treasurer  
Michael Chantler, Commissioner, Community Services  
Dana Paladino, Acting Commissioner, Human and Health Services  
Wira Vendrasco, City Solicitor  
Christopher Menard, Acting Mayor's Chief of Staff  
Steve Vlachodimos, City Clerk  
Anna Ciacelli, Deputy Clerk  
Denise Wright, Manager of Real Estate Services (Item 3)  
James Chacko, Acting Executive Director Transit Windsor (Items 3 and 6)

Verbal Motion is presented by Councillor Jo-Anne Gignac, seconded by Councillor Ed Sleiman,  
to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to <i>Municipal Act</i> , 2001, as amended
1	Legal matter – litigation settlement, Sections 239(2)(e)(f)(k)
2	Legal matter – litigation update, Sections 239(2)(e)(f)(k)
3	Property matter – disposition of land, Section 239(2)(c)
4	Plan/position – agreement/security of the property of the Corporation, Section 239(2)(a)(k)
5	Plan/position – agreement, Section 239(2)(k)
6	Plan/position – agreement, Section 239(2)(k)  NOTE: Recommendation from Environment Standing Committee sitting as Transit Windsor Board – in-camera on November 24, 2025

**Motion Carried.**

**Councillor Mark McKenzie was absent from the meeting when the vote was taken on this matter.**

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### Declarations of Pecuniary Interest:

None declared.

### Discussion on the items of business.

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

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Moved by Councillor Jim Morrison, seconded by Councillor

Kieran McKenzie,

**THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held November 24, 2025 directly to Council for consideration at the next Regular Meeting.**

1. That the recommendation contained in the in-camera report from the Commissioner of Corporate Services, Commissioner of Infrastructure Services/City Engineer, City Solicitor, Manager Strategic Operating Budget Development and Control and Commissioner of Finance/City Treasurer respecting a legal matter – litigation settlement **BE APPROVED.**

2. That the in-camera report from the City Solicitor, Commissioner of Corporate Services and Commissioner of Finance/City Treasurer respecting a legal matter – litigation update **BE RECEIVED.**

3. That the recommendation contained in the in-camera report from the City Solicitor, Commissioner of Corporate Services, Acting Executive Director Parks Recreation and Facilities, Commissioner of Community Services, Executive Director Engineering/Acting Deputy City Engineer/Commissioner of Infrastructure Services/City Engineer, City Planner, Commissioner of Economic Development/Deputy Chief Administrative Officer, Manager Strategic Operating Budget Development and Control and Commissioner of Finance/City Treasurer respecting a property matter – disposition of land **BE APPROVED.**

**Councillor Angelo Marignani voting nay.**

4. That the recommendation contained in the in-camera report from the Executive Director of Information Technology/Chief Information Officer, City Planner, Commissioner of Infrastructure Services/City Engineer, Commissioner of Corporate Services, City Solicitor, Commissioner of Economic Development/Deputy Chief Administrative Officer, Manager Development Revenue and Financial Administration and Commissioner of Finance/City Treasurer respecting a plan/position – agreement/security of the property of the Corporation **BE APPROVED.**

5. That the recommendation contained in the in-camera report from the City Solicitor and Commissioner of Finance/City Treasurer respecting a plan/position - agreement **BE APPROVED.**

6. That the confidential report from the Acting Executive Director of Transit Windsor, Deputy Chief Administrative Officer/Commissioner of Economic Development, City Solicitor, Manager Performance Measurement and Business

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Case Development and Commissioner of Finance/City Treasurer respecting a plan/position – agreement **BE RECEIVED** and that the in-camera recommendation of the Environment, Transportation and Public Safety Committee, sitting as the Transit Windsor Board of Directors, of its meeting held November 24, 2025 **BE APPROVED**.

**Motion Carried.**

**Moved by Councillor Angelo Marignani, seconded by Councillor Renaldo Agostino,**  
**That the special meeting of council held November 24, 2025 BE ADJOURNED.**  
**(Time: 2:13 p.m.)**  
**Motion Carried.**

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Adopted by Council at its meeting held November 24, 2025 (CR483/2025)  
SV/bm

**REPORT OF THE STRIKING COMMITTEE**  
**of its meeting held**

November 24, 2025

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**Members in Attendance:**

Mayor Drew Dilkens  
Councillor Jo-Anne Gignac  
Councillor Angelo Marignani  
Councillor Kieran McKenzie  
Councillor Ed Sleiman  
Councillor Jim Morrison  
Councillor Renaldo Agostino  
Councillor Gary Kaschak  
Councillor Mark McKenzie  
Councillor Frazier Fathers

**Members Absent:**

Councillor Fred Francis

**Also in attendance:**

Ray Mensour, Chief Administrative Officer  
Jelena Payne, Commissioner Economic Development/Deputy CAO  
Andrew Daher, Commissioner, Corporate Services  
David Simpson, Commissioner, Infrastructure Services/City Engineer  
Janice Guthrie, Commissioner, Finance/City Treasurer  
Michael Chantler, Commissioner Community Services  
Dana Paladino, Acting Commissioner Human and Health Services  
Wira Vendrasco, City Solicitor  
Steve Vlachodimos, City Clerk  
Anna Ciacelli, Deputy Clerk  
Christopher Menard, Acting Mayor's Chief of Staff

**Declarations of Pecuniary Interest:**

None declared.



Your Committee submits the following recommendations:

(1) That Councillor Frazier Fathers **BE APPOINTED** to the **Windsor-Essex County Health Unit Board of Directors** for the term expiring November 14, 2026 or until successors are appointed to fill the vacancy of former Councillor Fabio Costante.

(2) That the resignation of Councillor Mark McKenzie on the **Essex Region Conservation Authority** **BE ACCEPTED** and further that Councillor Frazier Fathers **BE APPOINTED** to the Authority to fill the vacancy for the term expiring November 14, 2026.

MAYOR

CITY CLERK

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Adopted by Council at its meeting held November 24, 2025 (CR484/2025)  
SV/bm

**SPECIAL MEETING OF ENVIRONMENT, TRANSPORTATION  
AND PUBLIC SAFETY STANDING COMMITTEE – SITTING AS  
TRANSIT WINDSOR BOARD OF DIRECTORS – IN CAMERA  
Monday, November 24, 2025**

**Meeting called to order at: 2:01 p.m.**

**Members in Attendance:**

Councillor Kieran McKenzie (Chair)  
Councillor Renaldo Agostino  
Councillor Gary Kaschak  
Councillor Mark McKenzie  
Councillor Frazier Fathers

**Also in attendance:**

Ray Mensour, Chief Administrative Officer  
Jelena Payne, Commissioner. Economic Development/Deputy CAO  
Andrew Daher, Commissioner, Corporate Services  
David Simpson, Commissioner, Infrastructure Services/City Engineer  
Janice Guthrie, Commissioner, Finance/City Treasurer  
Michael Chantler, Commissioner, Community Services  
Dana Paladino, Acting Commissioner, Human and Health Services  
Wira Vendrasco, City Solicitor  
Christopher Menard, Acting Mayor's Chief of Staff  
Steve Vlachodimos, City Clerk  
Anna Ciacelli, Deputy Clerk  
James Chacko, Acting Executive Director Transit Windsor (Item 1)  
Also in attendance Mayor Drew Dilkens, Councillors Jo-Anne Gignac, Angelo Marignani, Jim Morrison and Ed Sleiman

**Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Gary Kaschak,  
to move in Camera for discussion of the following item(s):**

<b>Item No.</b>	<b>Subject &amp; Section - Pursuant to <i>Municipal Act</i>, 2001, as amended</b>
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<b>1</b>	<b>Plan/position – agreement, Section 239(2)(k)</b>
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**Motion Carried.**

**Declarations of Pecuniary Interest:**

None declared.

**Discussion on the items of business.**

**Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Gary Kaschak,  
to move back into public session.**

**Motion Carried.**

**Moved by Councillor Renaldo Agostino, seconded by Councillor Mark McKenzie**

**THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the special meeting of the Environment, Transportation and Public Safety Standing Committee – sitting as Transit Windsor Board of Directors – in camera held November 24, 2025 directly to Council for consideration at the next Regular Meeting.**

1. That the recommendation contained in the in-camera report from the Acting Executive Director of Transit Windsor, Deputy Chief Administrative Officer/Commissioner of Economic Development, City Solicitor, Manager Performance Measurement and Business Case Development and Commissioner of Finance/City Treasurer respecting a plan/position – agreement **BE APPROVED.**

**Motion Carried.**

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**Moved by Councillor Mark McKenzie, seconded by Councillor**

**Gary Kaschak,**

**That the special meeting of the Environment, Transportation and Public Safety Standing Committee – sitting as Transit Windsor Board of Directors – in camera held November 24, 2025 BE ADJOURNED.**

**(Time: 2:11 p.m.)**

**Motion Carried.**



## Correspondence Report: CMC 1/2026

### ATTACHMENTS

**Subject: Correspondence Report for Monday, January 26, 2026 City Council Meeting**

No.	Sender	Subject
7.1.1	Government of Ontario – Ministry of Environment, Conservation and Parks	Update on the proposed environmental assessment regulation for municipal infrastructure.  Administrative Lead: Commissioner, Infrastructure Services & City Engineer GM2026 Note & File
7.1.2	Municipal Property Assessment Corporation (MPAC)	MPAC's Municipal Partnerships Report.  Administrative Lead: Commissioner, Finance & City Treasurer EI2026 Note & File
7.1.3	Ojibway Park Supporters	Compiled letters in support of purchasing adjacent land for Ojibway Park.  Administrative Lead: Commissioner, Community Services SR/14270 Note & File
7.1.4	Deputy City Planner	Application for Zoning By-law Amendment, 291 Watson Avenue, Hausology Inc., to allow construction of an eight-unit multiple dwelling with a rear nine-space parking area.  Administrative Lead: City Planner Z/15073 Note & File

7.1.5	Deputy City Planner	<p>Application for Zoning By-law Amendment, 401, 409, 415, 419, 423, 425 and 431 Shepherd Street West, Flipping Nuts Inc., to allow for interior and exterior alterations to a vacant one-storey, seven-unit commercial building for the purpose of establishing combined use building containing one commercial unit and five townhome dwelling units.</p> <p>Administrative Lead: City Planner Z/15074 Note &amp; File</p>
7.1.6	Deputy City Planner	<p>Application for Zoning By-law Amendment, 1360 &amp; 1376 Howard Ave, Masotti Construction Inc., to construct one multiple dwelling over 4-storeys and containing 25 dwelling units, 25 parking spaces, and 3 bicycle parking spaces.</p> <p>Administrative Lead: City Planner Z15075 Note &amp; File</p>

**Ministry of the Environment,  
Conservation and Parks**

Environmental Assessment  
Modernization Branch

135 St. Clair Avenue West  
4th Floor  
Toronto ON M4V 1P5

**Ministère de l'Environnement, de  
la Protection de la nature et des Parcs**

Direction de la modernisation des processus  
d'évaluation environnementale

135, avenue St. Clair Ouest  
4<sup>e</sup> étage  
Toronto ON M4V 1P5



December 5, 2025

**Subject: Update on the proposed environmental assessment regulation for  
municipal infrastructure**

Good afternoon,

I am writing to share an update on the proposed Municipal Project Assessment Process (MPAP), a new environmental assessment (EA) regulation for certain municipal infrastructure projects. If implemented, this regulation would replace the current Municipal Class Environmental Assessment (MCEA).

The Ministry of the Environment, Conservation and Parks (ministry) continues to modernize Ontario's EA program. Our goal is to reduce delays for critical infrastructure projects, while maintaining strong environmental protections and opportunities for public consultation.

**Background**

In March 2023, we posted an initial proposal on the Environmental Registry to review EA requirements for municipal infrastructure projects.

In February 2024, we began consulting on a more detailed proposal for regulations under Part II.4 of the amended Environmental Assessment Act. These regulations would identify municipal projects subject to the streamlined EA process outlined in the proposed MPAP regulation.

**Next steps**

We appreciate the feedback received so far. In response to input received during earlier consultations, we are considering changes to the February 2024 proposal. These updates are outlined in the [updated proposal posting](#).

The ministry is seeking your input as we finalize the streamlined EA project list and process regulation.

**Provide comments**

For details on the updated proposal and to provide your input, visit:  
<https://ero.ontario.ca/notice/019-7891>.

The comment period is open until **February 3, 2026 (60 days)**.

If you have questions, please contact the EA Modernization team at:  
[EAmmodernization.mecp@ontario.ca](mailto:EAmmodernization.mecp@ontario.ca).

Thank you for your continued engagement.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Cross". The signature is fluid and cursive, with the first letter "A" being large and prominent.

Annamaria Cross  
Director, Environmental Assessment Modernization Branch  
Ministry of the Environment, Conservation and Parks



**From:** Mary Dawson-Cole < >

**Sent:** January 12, 2026 11:04

**To:** clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>

**Subject:** MPAC: Built for change, ready for what's next - MPAC's Municipal Partnerships Report



Good morning Steve,

In December, we shared year-end assessment base information with municipal CAOs and finance staff along with MPAC's [2025 Municipal Partnerships Report](#), which is also available in [PDF format](#).

"Built for change, ready for what's next," the theme of this year's report, reflects MPAC's continued commitment to supporting municipalities with the data, insights, and tools that help inform local decision making. It highlights our proactive approach and ongoing commitment to anticipating municipal needs, strengthening collaboration, and planning for the future. This report showcases the progress we've made together and outlines the opportunities ahead as we build even stronger communities.

The report is now being provided to you should you wish to share with Municipal Council.

Please contact your local [Municipal and Stakeholder Relations team](#) with any questions.

We look forward to working with you this year.

Mary Dawson-Cole  
Director, Municipal and Stakeholder Relations  
Public Affairs and Customer Experience

Office: 705-419-0935  
Mobile: 705-698-3017  
[mary.dawson-cole@mpac.ca](mailto:mary.dawson-cole@mpac.ca)

[mpac.ca](http://mpac.ca)

# Built for change, ready for what's next

2025 Municipal Partnerships Report

**mpac** Municipal Property  
Assessment Corporation™

Kingston, Ontario



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Lasalle, Ontario

# Leadership messages

**mpac**<sup>™</sup>



**Alan Spacek**  
**Chair, MPAC Board of Directors**

## Reflecting on our journey: Building strong communities, together

Throughout 2025, our progress and achievements were driven by strong collaboration with municipalities and a shared commitment to building resilient communities and continuing to deliver exceptional services to Ontarians.

Across the province, we've strengthened partnerships with municipal leaders and changemakers through ongoing dialogue and engagement. From elected officials striving for efficiency to municipal staff seeking the tools and insights to support that mission, it all starts with conversation. These conversations deepen our understanding of municipal priorities and open the door to innovative, data-driven solutions that address the unique challenges facing communities today.

Property assessments are the foundation of municipal taxation and a critical source of information for budgeting and community planning. Each new assessment represents more than numbers – it reflects homes for families, spaces for businesses, and investments that fuel local economies and strengthen communities.

As we look to the future, our focus is clear: proactive collaboration, tailored services, and trusted partnerships that help shape resilient, thriving communities across Ontario. Together, we will continue to support communities today and into the future.



**Nicole McNeill**

**President and Chief  
Administrative Officer**

## Built for change, ready for what's next

Evolution is the quiet work of progress. It's steady, intentional, and essential. At MPAC, we've embraced evolution with purpose, so we can stand beside Ontario's municipalities as a partner in progress. From clipboards and paper forms to a fully digital ecosystem, we now deliver faster, smarter, and more accurate property assessments. Together, we've developed tools and insights that help solve local challenges and build the partnerships needed to navigate what's next.

That drive for progress forms the foundation of our 2025–2028 Strategic Plan, which focuses on modernizing how we work, strengthening systems, and delivering real-time data to support planning, budgeting, and service delivery. Creating tools and insights that help solve real challenges remains our priority, because when municipalities succeed, communities thrive.

In 2025, we partnered with municipalities to address the challenges you told us matter most: reducing inquiry volumes, improving access to data, and supporting environmental goals through digital solutions. That commitment drove action: we conducted **310,000** property inspections, processed **176,000** building permits, and completed **18,000** severances and consolidations, which contributed to over **\$41 billion** in new assessment being added to municipal rolls.

These numbers tell a clear story: our partnership is active, growing, and focused on delivering practical value. Whether it's accessing real-time property data, forecasting growth, or improving service delivery, we work hard every day to ensure your investment translates into better tools and outcomes for your communities.





As you read this report, I also encourage you to explore the rest of our [operational highlights](#) for a closer look at the work powering our progress and the foundation it creates for the future.

MPAC is built for change and ready to help municipalities move forward with confidence. With the right insights and a shared commitment to progress, we can shape what comes next, together.



# About MPAC

**mpac**<sup>™</sup>



Across Ontario, municipalities are leading through change, from adapting to new demands to planning for growth, building resilient communities, and everything in between. The pace is fast, the challenges are complex, and the decisions made today shape the future.

This is where MPAC comes in. We're built by design to help municipalities navigate these complexities with our property data, insights and analytics, and tools. Whether responding to provincial priorities, driving evidence-based planning, or delivering services more efficiently, we're here to help you succeed.

We work alongside you, proactively, collaboratively, and with purpose. Our services are tailored to your needs, our partnerships are grounded in trust, and our focus is always on helping you serve your communities.

This report highlights how MPAC supported Ontario's **444** municipalities in 2025 through shared goals, responsive service, and a commitment to building stronger, data-informed communities. Grounded in collaboration, built on trust, and focused on what's next, MPAC continues to be a strategic business partner, delivering what's needed today and evolving to meet the needs of tomorrow's challenges.





## Who we are

MPAC (Municipal Property Assessment Corporation) is Ontario's property expert – an independent, not-for-profit corporation responsible for maintaining the province's property inventory. Proudly Canadian, we are the largest assessment jurisdiction in North America, maintaining an inventory of nearly **5.74 million** properties valued at approximately **\$3.2 trillion**.

Each year, municipalities pay a proportionate share of MPAC's operational costs based on the number and value of their properties relative to the rest of Ontario. Our property assessment work forms the foundation of Ontario's property tax system, informing municipal budgeting, infrastructure planning, and community growth.

We deliver accurate, impartial assessments that reflect market conditions as of the legislated valuation date, and provide data-driven insights that help municipalities, governments, and property owners make informed decisions.

From property inspections and sales analysis to managing assessment requests and appeals, MPAC ensures fairness and integrity in every step. Guided by our values of accountability, transparency, customer-focus, innovation, and inclusion, we are committed to building trust and supporting thriving communities across Ontario.





Windsor, Ontario

## Our mandate in motion

Property assessments are the foundation of municipal taxation, providing the revenue municipalities rely on to deliver essential services, from roads and transit to emergency response and community programs. Accurate assessments also inform long-term budgeting and infrastructure planning, helping municipalities allocate resources effectively and plan for growth. Every new assessment represents not just a number, but the capacity to invest in housing, services, and amenities that strengthen communities.

Our team is always eager to learn more about the communities where we work and live, ensuring our efforts align with municipal priorities and needs. We're committed to helping you in managing your assessment base. Understanding how new assessment and forecasting work under the Service Level Agreement provides valuable insights that municipalities can leverage.

## Capturing growth through collaboration

Starting in early 2025, MPAC worked closely with the Town of Aylmer in Elgin County to help increase their new assessment captured, exceeding expectations and supporting the Town's long-term growth and financial stability.

Through ongoing meetings with the Town's staff, MPAC's Municipal and Stakeholder Relations team focused on understanding local needs, monitoring new assessment activity, and ensuring assessors had up-to-date information on building permits, plans, and key occupancy dates. Throughout the year, new assessment forecast reports and Service Level Agreement commitments were closely tracked and shared with the Town. This collaboration enabled both

teams to stay aligned on timelines and priorities, ensuring new assessment was added efficiently and accurately.

When budget pressures arose in the fall, the Town asked MPAC to explore opportunities to exceed the original forecast. The result: MPAC achieved **166%** of the original 2025 forecast, with the Service Level Agreement commitment adding **96%** of the Town's new assessment to the roll within one year of occupancy.

This partnership demonstrates the impact of open communication, shared goals, and a commitment to supporting municipal outcomes.

“

**The Town of Aylmer is very grateful for the partnership that we have with MPAC and work very closely with our Account Manager, Brenda Slater and Regional Manager, Anne Haines to ensure our area's exponential growth is reflected in a timely and accurate way. Every effort MPAC makes to capture new assessment quickly helps stabilize our tax rate year-over-year and supports affordability for our residents.**

Our Municipal and Stakeholder Relations team understands the pressures that we have at the municipal level with Strong Mayor Powers and the challenges that small towns face with funding growth in the interim. Their responsiveness and collaboration have helped us move forward with confidence. The past two years have also been incredibly demanding for MPAC's local assessors as they've kept pace with record levels of growth and ensured material changes are captured for our 2026 budget. Their hard work and dedication are deeply appreciated. The increased assessment revenue and growth projections will help fund key local priorities, including upgrades to our outdoor pool and swimming programs in partnership with the YWCA as well as costs for police services and local conservation authority levies. We appreciate the continued partnership and the shared commitment to helping our community grow.

”

**Heather Sachs** | Director of Financial Services and Treasurer, Town of Aylmer

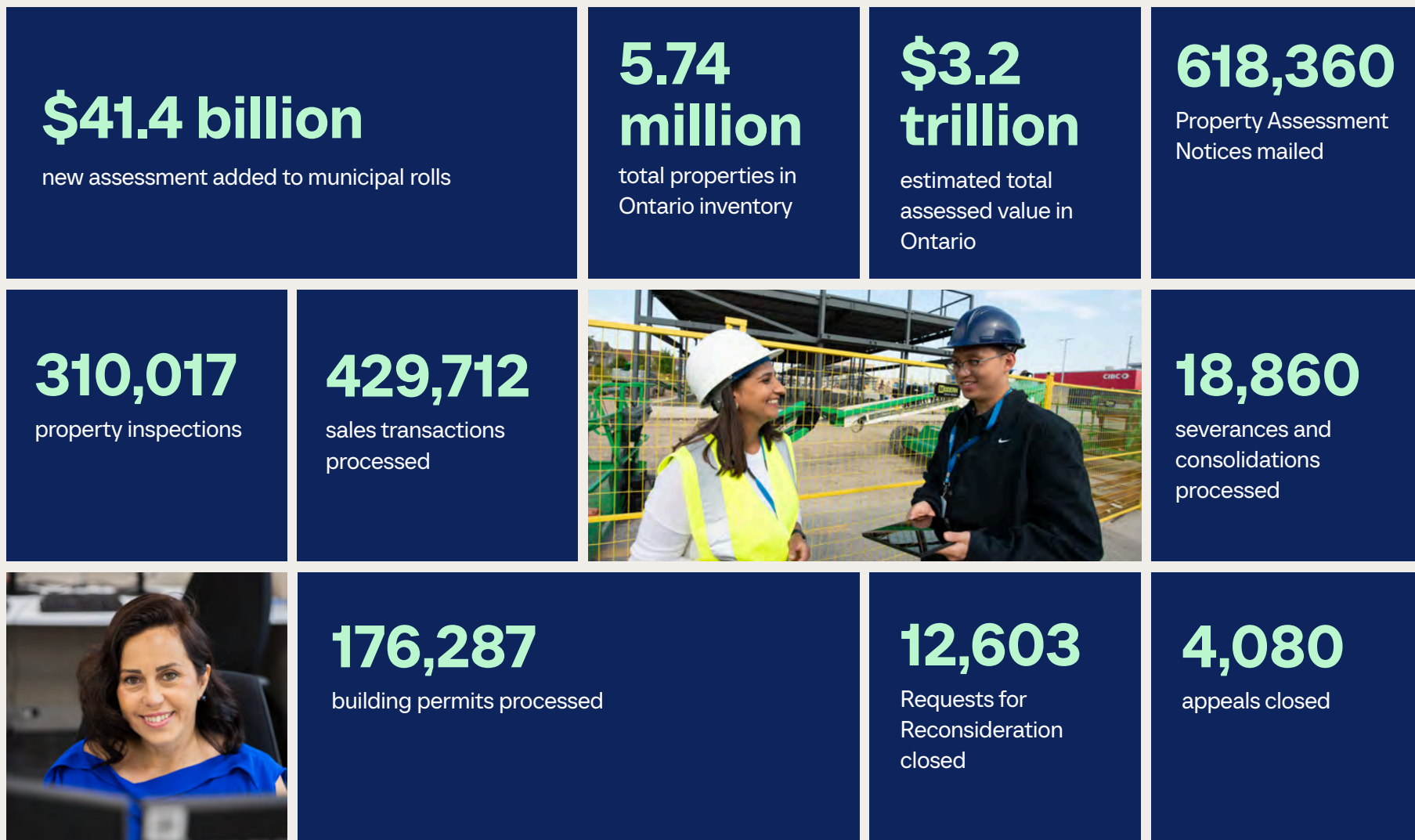
Special Meeting of Council Agenda

2026 Proposed Operating and Capital Budgets - Monday, January 26, 2026

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## 2025 operational highlights



All stats as of October 31, 2025



# Built for change: Strategic direction and evolution

**mpac**<sup>™</sup>



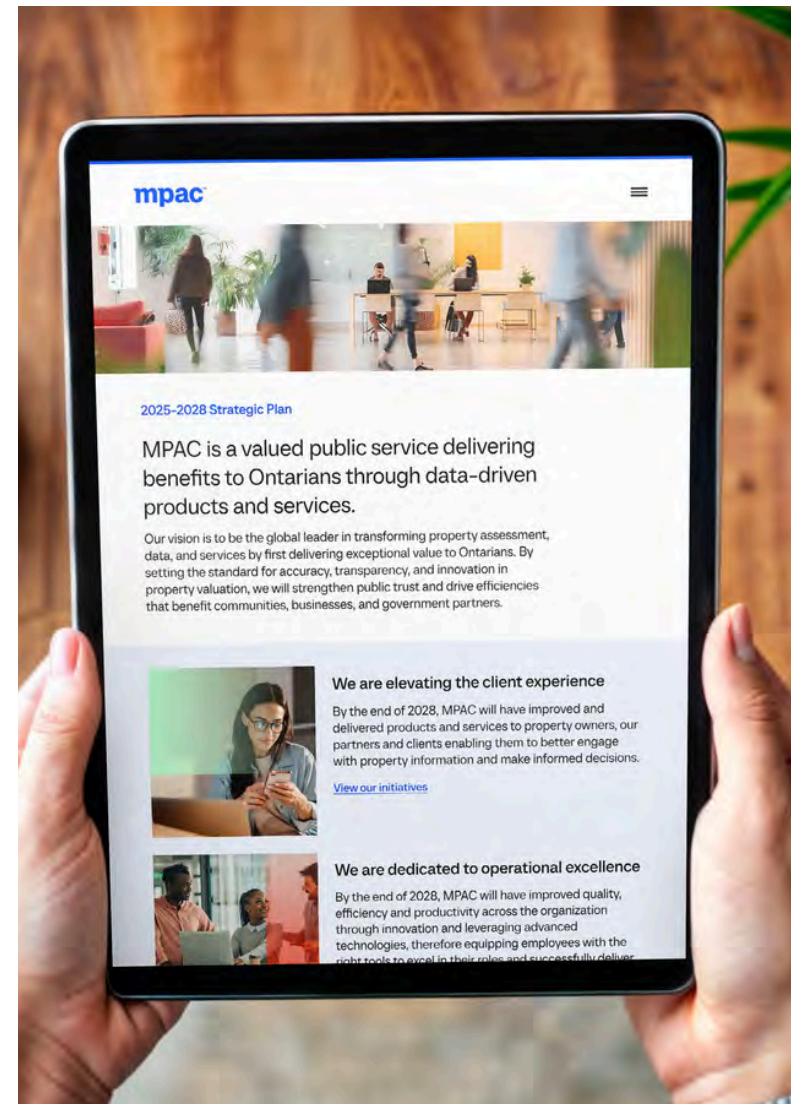
## MPAC's 2025–2028 Strategic Plan

Ontario's municipalities are facing growing demands, from aging infrastructure and housing pressures to the need for faster, smarter planning, all while managing tight budgets and limited resources. MPAC's 2025–2028 Strategic Plan is designed to help meet these challenges head-on, with a clear focus on delivering tangible value to municipalities through:

- **Modernizing assessments:** We're investing in scalable systems, real-time data, and digitization to give municipalities the tools they need for more accurate budgeting, planning, and service delivery.
- **Empowering smarter decisions:** We're transforming property data into actionable insights that can inform infrastructure planning, economic development, and policy.
- **Strengthening communities:** We're helping municipalities do more with less by improving operational efficiencies and delivering greater value.

We're committed to being responsive, relevant, and ready for what's next. That's why we're transforming from a trusted service provider to a strategic partner, delivering greater value, driving innovation, and unlocking new opportunities for collaboration. While we evolve, our foundation remains unchanged: providing accurate, transparent, and reliable assessments.

We've also reimagined our visual identity to reflect a more modern and approachable look, with design choices that meet the Accessibility for Ontarians with Disabilities Act standards and support clearer, more inclusive communication.



**Our commitment is clear:** we're here to help municipalities thrive in a changing landscape. By unlocking the full potential of MPAC's data, technology, and people, we're building a future where municipalities are empowered to lead with confidence. After all, you've invested in us. MPAC is funded by you, for you. We're built for this.



Municipal Property  
Assessment Corporation™

mpac.ca

## 2025-2028 Strategic Plan

MPAC is a valued public service delivering benefits to Ontarians through data-driven products and services.

Our vision is to be the global leader in transforming property assessment, data, and services by first delivering exceptional value to Ontarians. By setting the standard for accuracy, transparency, and innovation in property valuation, we will strengthen public trust and drive efficiencies that benefit communities, businesses, and government partners.

**We live our values**

- 01 [Accountable](#)
- 02 [Transparent](#)
- 03 [Customer-focus](#)
- 04 [Innovative](#)
- 05 [Inclusive](#)

**We are elevating the client experience**

By the end of 2028, MPAC will have improved and delivered products and services to property owners, our partners and clients enabling them to better engage with property information and make informed decisions.

We are focused on enhancing client experiences by fostering collaboration, increasing awareness, and delivering value. We are prioritizing education and two-way engagement for residential property owners, deepening industrial and commercial clients' understanding of assessment and tax topics, and strengthening collaboration with municipalities and government partners as a trusted resource.

**We are dedicated to operational excellence**

By the end of 2028, MPAC will have improved quality, efficiency and productivity across the organization through innovation and leveraging advanced technologies, therefore equipping employees with the right tools to excel in their roles and successfully deliver future assessment services.

We are focused on driving operational excellence by advancing data quality, digitization, and AI while ensuring strong privacy protections. We are proactively preparing for future property assessments, strengthening assessment capabilities for industrial and commercial properties, and optimizing operational efficiency with secure, inclusive, and user-friendly tools that enhance employee experience and productivity.

**We are strengthening our bottom line**

By the end of 2028, MPAC will have established the Commercial and Client Solutions Division (CCS) as a key engine of growth and innovation, driving sustained impact and value for our core business and beyond.

We are focused on maximizing value and revenue by ensuring our organization is ready to seize strategic opportunities. We are strengthening our operating model to enhance competitiveness, evolving our products and services to meet customer needs, and equipping our commercial team with the resources needed to scale effectively.

**We deliver exceptional employee experiences**

By the end of 2028, MPAC will have met talent, and skill needs and have an inclusive, engaged and continuous learning culture.

We are focused on fostering a strong employee experience by attracting, investing in, and retaining top talent. We are committed to equitable career development, providing learning opportunities, mentoring, and coaching to support versatile career paths. Our succession planning ensures smooth transitions for key roles, while our inclusive and engaging culture values employee input, encourages collaboration, and drives innovation in alignment with MPAC's core values.

© MPAC 2025





# Delivering impact: Supporting municipal outcomes

**mpac**<sup>™</sup>





MPAC continues to enable municipal success by delivering tangible solutions that address real, local challenges. Through robust data, innovative platforms, and strategic partnerships, we help municipalities to make informed decisions and drive meaningful outcomes.

## Municipal impact: Turning strategy into action

Throughout 2025, municipalities across Ontario used MPAC tools to tackle real challenges, improve service delivery, and make informed decisions. From large urban centers to rural townships, we partnered with communities of every size to unlock the power of property data. This is collaboration in action, building toward something greater.

## Enhancing access to property assessment data

In spring 2025, MPAC launched a one-year pilot program that gave municipalities the option to receive a monthly export of the Electronic Assessment Information file. This initiative, made possible through collaboration with Teranet and the Province, enhances access to timely property data by expanding the limit from four unique exports per year to a monthly data refresh.

The Electronic Assessment Information file provides a comprehensive snapshot of each municipality's assessment information to help support internal planning. With this enhanced access, municipal Geographic Information System teams can more easily integrate assessment data into their internal mapping systems. Additionally, Planning and Finance teams can better monitor growth and changes in property types, property codes, structures, and services.

“

**The City of Greater Sudbury is pleased to have enhanced access to the Electronic Assessment Information file. This improvement allows us to update our Geographic Information System more frequently, ensuring we're using the most accurate, up-to-date information to support decision-making and deliver services to our community.**

”

**Krista Carre** | Manager of Geographic Information System Operations, City of Greater Sudbury



## Collaborative partnerships drive progress

In 2025, we strengthened key partnerships with industry leaders to enhance governance and deliver solutions that matter. Through working groups and ongoing engagement, we've aligned priorities, shared insights, and built tools that reflect municipal needs.

### Municipal Liaison Group

A key driver of our shared success has been the Municipal Liaison Group, a strategic advisory body that fosters open, regular, and ongoing dialogue between MPAC and the municipal sector. The Municipal Liaison Group serves as a platform for exchanging information and perspectives on property assessment and MPAC initiatives that impact municipalities. Through this engagement, the Municipal Liaison Group has helped ensure our services are aligned with municipal needs and priorities.

This year, we revised the Municipal Liaison Group's governance framework to support more inclusive and effective collaboration:

- **Composition and meeting frequency:** Updated to reflect broader representation and more consistent engagement.
- **Membership terms and representation:** Clarified roles for members and associations to ensure diverse municipal voices are heard.
- **Responsibilities and meeting approach:** Refined expectations and structure to support productive discussions.
- **Sub-committees:** Introduced focused groups to address specific topics and drive deeper insights.





**Together with our municipal partners, the Municipal Liaison Group has helped advance several key initiatives:**

- Data Sharing Services Agreement
- Market Trend Reports
- Vacant Home Tax Support
- Optional Small Business Subclass
- Electronic Delivery of the Assessment Roll
- Corporate Strategy Alignment
- Methodology Guides
- Municipal Election Strategy
- Pre-Roll Disclosure and Assessment Update Strategy
- Electronic Assessment Information (EAI) Pilot
- Enhancements to MPAC Municipal Connect and MPAC AboutMyProperty™
- MPAC Data Strategy
- Service Level Agreement

“

**I hope you'll consider getting involved. It's a great way to stay informed, help shape change, either on the Municipal Liaison Group or on one of its sub-committees, and you will be joining a trusted network of individuals across the province who bring their own experiences, perspectives, and technical skills to the table, which adds depth to the conversations and provides continuous learning opportunities for all of us.**

”

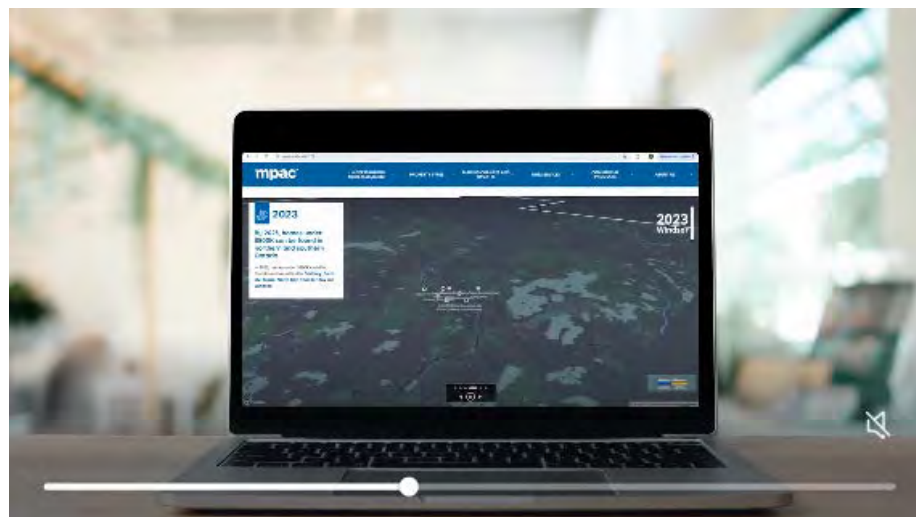
**Shane Manson** | Senior Manager, Revenue and Property Tax, City of Markham

### Municipal Survey feedback

Feedback from municipalities continues to guide our approach, ensuring collaboration translates into real results for communities across Ontario.

Municipalities told us they needed quicker, easier access to localized property data, and we listened. Guided by insights from our Municipal Survey, MPAC integrated our Property Pulse Dashboard into MPAC Municipal Connect, giving municipal staff secure, centralized access to residential sales trends by municipality, property type, age, and sales period. This enhancement is a direct result of meaningful collaboration and our shared commitment to data-driven decision-making. By embedding this tool into a platform that municipalities already use, we've made it simpler to find the insights needed for planning, budgeting, and policy development.

This is a great example of how municipal feedback shapes our services and drives innovation.



A view of the [Property Pulse dashboard](#) accessible through MunicipalConnect.



## Showcasing the power of MPAC Municipal Connect

MPAC Municipal Connect is the go-to online resource for Ontario municipalities to access property assessment information and data. At this year's Ontario Municipal Tax and Revenue Association (OMTRA) Conference in Huntsville, MPAC's Laura Voltti, Regional Manager, Zone 7 (Northern Ontario) and Natasha Dawood, Senior Manager, Professional Services participated in a collaborative session that highlighted how municipalities are using MPAC Municipal Connect, products, and data to support their work.

They were joined by municipal partners – Barbara Malta, Intermediate Tax Accountant, City of Mississauga, Kate Farwell, Manager of Taxation and Revenue, Municipality of South Huron, and Jennah Carere, (former) Advisor, Financial Policy and Taxation, Region of Peel – who shared real-world examples of how they use MPAC Municipal Connect to enhance efficiency and decision-making within their communities.

“

**It's always inspiring to see our team and municipal partners come together to share ideas and best practices. Our session at OMTRA sparked great discussion and even included a live poll to gather input on how we can make MPAC Municipal Connect even more valuable. We're constantly listening, learning, and refining our tools to better meet municipal needs. It was fantastic to see the enthusiasm from our municipal colleagues and how they're using MPAC's products to deliver results for their communities.**

”

**Mary Dawson-Cole** | Director, Municipal and Stakeholder Relations, MPAC

## Value-added services highlights

Property assessment data is a powerful tool that communities can use for planning roads, emergency services, and sustainable growth. That's why MPAC is taking a broader view, offering new solutions and resources to help municipalities succeed today and prepare for tomorrow.

By working closely with municipalities, we've moved beyond one-size-fits-all solutions to deliver curated, localized support that reflects what matters most to municipalities. Whether it's targeted content, tailored training, or meaningful conversations, we're here to support municipalities with the data and insights they need.

### Custom data requests

In addition to the vast amount of property data available in MPAC Municipal Connect, we provide curated custom reports based on municipalities' unique needs, including information such as detailed historical data, regional breakdowns, and comparative analysis across municipalities.

From the beginning of 2025 to the end of Q3, we successfully delivered **64** customized data reports to **50** unique municipal partners and organizations, saving time and enabling staff to provide better services.

We don't just deliver data, we also help you use it. Our Municipal and Stakeholder Relations team offers training, webinars, and one-on-one support to ensure you get the most out of MPAC Municipal Connect and our data products.

Many of our standard services started as custom requests. When we see recurring themes or ideas that could benefit all municipalities, we work to turn them into tools and resources available to everyone. So, keep bringing your requests forward. Your ideas drive innovation and help shape the future of our services.



## Connecting systems for real results: Streamlining building permit data

In 2025, MPAC and the City of Ottawa reached an exciting milestone with a new Application Programming Interface (API) integration that enables MPAC to ingest building permits and plans. This achievement reflects strong collaboration between teams across both organizations. The integration is a game-changer, enabling the City to send building information to MPAC more efficiently, which means new property tax growth can be captured and reflected more quickly.

“

**This is amazing! I remember when we first started exploring creative ways to use technology to advance the City of Ottawa’s assessment growth with MPAC. Congratulations to everyone involved in this – your partnership, collaboration, and innovation made this possible!**

”

**Wendy Stephanson** | City Manager, City of Ottawa

### Assessment Base Management course

Understanding property assessment is essential for municipalities, especially as processes and policies continue to evolve. That's why MPAC has been working on developing our Assessment Base Management course throughout 2025.

The course will be designed to build practical skills in property assessment and taxation for municipal staff at all levels. Whether new to municipal finance or experienced in assessment roles, participants will benefit from a structured learning experience that strengthens their understanding and supports day-to-day responsibilities.

This 12-module course, to be launched in 2026, will provide a comprehensive overview of MPAC's systems, processes, tools, and platforms. It will equip learners to monitor assessment growth, identify assessments at risk, and contribute to a predictable and stable assessment roll. Strong assessment base management supports sustainable property tax revenues and ensures fair, equitable treatment for property owners.

### Tailored content for targeted impact

Recognizing that each municipality has unique priorities, MPAC continues to tailor engagement opportunities to better reflect the diverse needs and preferences of municipal staff. Whether through our Municipal Webinar Series, quarterly municipal meetings in-person and virtually, or small-group geographic zone meetings, these sessions offer timely updates, practical insights, and region-specific content. By tailoring engagement to what matters most in each community, MPAC is making it easier for municipal staff to access relevant information, share experiences, and apply learnings to local decision-making.



## Shaping learning together: Morning Connection series

In 2025, our Zone 5 (Central Ontario) Municipal and Stakeholder Relations team engaged past attendees of the Morning Connection series (smaller geographic-based virtual sessions) to help choose topics for the year ahead. The selected sessions covered a wide range of municipal priorities, including Assessment 101, severances and consolidations, municipal capital facilities, addressing and MPAC AboutMyProperty™, legislative notices, MPAC Municipal Connect, and year-end product overviews.

By involving municipal staff in shaping the content, we ensured each session addressed their needs and provided actionable insights.

“

**Our Morning Connection sessions have been a valuable resource throughout the year. The topics are timely, the presenters are knowledgeable, and the format encourages meaningful engagement. Each session offers practical takeaways that directly support the Town of New Tecumseth’s work. Our partners at MPAC do a fantastic job making complex topics clear and accessible. I am already looking forward to what’s planned for 2026!”**

”

**Pam Childs** | Supervisor of Revenue, Town of New Tecumseth



**Public awareness campaign**

Clear and consistent communication helps residents better understand how property assessment supports local services and fair taxation. MPAC's public awareness campaign was designed to complement municipal efforts by providing high-quality educational content that explains how property assessment works. Through province-wide outreach, the campaign builds public trust and confidence in the system while helping municipalities extend their reach, reinforce key messages, and support transparency in a way that's timely, consistent, and effective.





# Looking toward the future: What's next and municipal engagement

**mpac**

## Future-ready tools and services

When looking to the future, municipalities need tools, insights, and support to plan and service growing communities with confidence. MPAC's vision is to help make that possible.

We see exciting opportunities to work together, whether through property census initiatives, garbage bag tag programs, or overflow call centre support. These partnerships ensure municipalities can do more as we navigate the future together.

We've invested in robust systems, harnessed powerful data insights, and prepared our teams to deliver greater value beyond our core mandate. Our tools and services are designed to meet your unique needs, streamline efficiency, and help you maximize the resources you already have.

Municipalities have already invested in MPAC, and the opportunity to leverage that investment is greater than ever. And it starts with a conversation.

### Assessment Update status

While a province-wide Assessment Update hasn't occurred since 2016, MPAC continues to deliver exceptional value to Ontarians through data-driven products and services. We continuously capture, verify, and analyze property data to reflect changes such as new construction, renovations, and additions. We keep an up-to-date property inventory for the province as properties are added or changed, monitor market activity, process tax applications, and manage assessment reconsiderations and appeals.

Regardless of when an Assessment Update is announced, MPAC is ready. We've prepared for it by design building:

- A scalable, digital-first infrastructure
- Systems that are ready to support any cycle variation
- Expanded insights to meet evolving needs
- Public understanding through ongoing education and engagement





“

I'm continually inspired by the commitment and innovation I see from municipalities. At MPAC, we're passionate about partnering with you to deliver solutions that help achieve your goals. The stories in this publication show what's possible when we work together to drive meaningful change. I invite you to continue working with our team and keep sharing your stories. Your insights guide how we serve you, and together we can create solutions that best support your unique needs.

”

**Jamie Bishop** | Vice-President, Public Affairs and Customer Experience, MPAC

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MPAC is built for what's next and ready by design to support your municipality's journey with the data, insight, and partnership you need to move forward with confidence. By harnessing MPAC's data, infrastructure, and expertise, we can work together to solve challenges and unlock new opportunities that deliver lasting value to all Ontario communities. Thank you for your partnership, trust, and vision. Let's keep building the future together.



# Connect with us

MPAC has offices across Ontario to meet the needs of property owners in every community.

## Customer Contact Centre

Toll Free: 1-866-296-6722

[mpac.ca/contact](https://mpac.ca/contact)

Monday to Friday –  
8 a.m. to 5 p.m.

## Mail

1340 Pickering Parkway,  
Suite 101  
Pickering, ON L1V 0C4

## Follow us



**Accessible formats and communication supports are available upon request.**

Compliance statement: In keeping with the reporting requirements under the *Municipal Property Assessment Corporation Act*, the Corporation has complied with any policies, procedures, and standards established by the Minister under Section 10, and with the process established regarding the implementation of quality service standards by the Quality Service Commissioner.

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**From:** Christine Coleman < >

**Sent:** January 13, 2026 11:47 AM

**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>

**Cc:** clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [LGretzky-CO@ndp.on.ca](mailto:LGretzky-CO@ndp.on.ca); [andrew.dowie@pc.ola.org](mailto:andrew.dowie@pc.ola.org); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca); [harb.gill@parl.gc.ca](mailto:harb.gill@parl.gc.ca); [kathy.borreli@parl.gc.ca](mailto:kathy.borreli@parl.gc.ca); [Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)

**Subject:** URGENT Protect Lands Adjacent to Ojibway Prairie in Windsor Ontario

Dear Mayor Dilkens, Members of Council, and Provincial and Federal Representatives,

I am writing to urge all levels of government to work collaboratively to secure the lands currently for sale adjacent to Ojibway Park. This is a rare and time-sensitive opportunity to protect one of the globe's and Canada's most endangered habitats.

This is the future site of the 2nd Urban National Park in Canada. It also;

- achieves top butterfly counts for North America
- Has similar bird counts/breeding species as small countries
- Over 100 000 people visit per year
- One of the most entomologically unique places for Canada
- Many of the plants found here are rare in Ontario and Canada
- More diversity than the Bruce Peninsula or Algonquin Park

Further, it is also a: Provincially Significant Wetland, Area of Natural and Scientific Interest, Environmentally Significant Area, Carolinian Site, Provincial Nature Reserve, and International Refuge for the Detroit River.

In addition, from 2009 to 2017, Ojibway's endangered increased from 9 to 22 species. Windsor's endangered are dying at a rapid rate. Right now, Windsor has a chance to enhance Ojibway Prairie, and create our own "Bruce Trail", enhancing Windsor as the "Place to Be".

Beyond biodiversity, these lands provide critical ecosystem services: flood mitigation, climate resilience, carbon sequestration, air quality improvement, opportunities for education, recreation, and community mental health well-being. As climate impacts intensify and public infrastructure costs rise, protecting natural systems is a fiscally responsible and forward-looking investment.

Our City also has some of the lowest recorded natural areas and wetlands in the country, as of 2013, we have 5.5% and 0.37% respectively. Ojibway makes up ½ of this amount. Environment Canada states a minimum of 30% forest cover and 10% of each major watershed should be protected to prepare for Climate Change. We are not prepared.

This moment presents a clear opportunity for partnership between the City of Windsor, the Province of Ontario, and the Government of Canada, including Parks Canada. Securing these lands in public ownership would demonstrate leadership, prevent irreversible loss, and ensure this unique ecosystem is protected for future generations.

I respectfully urge you to act decisively and collaboratively to ensure this opportunity is not lost. Ojibway is rare and deserving of lasting protection. Please act now, before it is too late. Thank you for your time, leadership, and service to our community and country.

Sincerely,  
Christine Coleman

**From:** Debbie Tucker Ridpath < >

**Sent:** January 12, 2026 14:38

**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [LGretzky-CO@ndp.on.ca](mailto:LGretzky-CO@ndp.on.ca); [andrew.dowie@pc.ola.org](mailto:andrew.dowie@pc.ola.org); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca); [harb.gill@parl.gc.ca](mailto:harb.gill@parl.gc.ca); [kathy.borrelli@parl.gc.ca](mailto:kathy.borrelli@parl.gc.ca); [Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)

**Subject:** Protect Lands Adjacent to Ojibway Prairie

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I respectfully urge you to act decisively and collaboratively to ensure this opportunity is not lost. Ojibway is rare and deserving of lasting protection. Please act now, before it is too late. Thank you for your time, leadership, and service to our community and country.

Sincerely,  
Debbie Tucker Ridpath

From: Heather Mullins < >  
Sent: January 12, 2026 12:57  
To: minister.mecp@ontario.ca  
Cc: lgretzky-co@ndp.on.ca  
Subject: Urgent action on Ojibway park Windsor Ontario

Dear Members of Council, and Provincial and Federal Representatives,

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Sincerely,  
Heather Mullins

**From:** Laura Moroz < >  
**Sent:** January 12, 2026 15:53  
**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>  
**Subject:** URGENT Opportunity to Protect Lands Adjacent to Ojibway Prairie

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Sincerely,  
Laura Moroz



**From:** Mare Moore <>

**Sent:** January 11, 2026 5:22 PM

**To:** mayo [mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [andrew.dowie@pc.ola.org](mailto:andrew.dowie@pc.ola.org); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca); [harb.gill@parl.gc.ca](mailto:harb.gill@parl.gc.ca)

**Subject:** Urgent Opportunity to Protect Lands Adjacent to Ojibway Prairie!!!!

Dear Mayor Dilkens, Members of Council, and Provincial and Federal Representatives,

I am writing to urge all levels of government to **work collaboratively to secure the lands currently for sale adjacent to Ojibway Park**. This is a rare and time-sensitive opportunity to protect one of the globe's and Canada's most endangered habitats.

This is the future site of the 2nd Urban National Park in Canada.

It also...

- achieves top butterfly counts for North America
- Has similar bird counts/breeding species as small countries
- Over 100 000 people visit per year
- One of the most entomologically unique places for Canada
- Many of the plants found here are rare in Ontario and Canada
- More diversity than the Bruce Peninsula or Algonquin Park

Further, it is also a..

Provincially Significant Wetland, Area of Natural and Scientific Interest, Environmentally Significant Area, Carolinian Site, Provincial Nature Reserve, and International Refuge for the Detroit River.

In addition, from 2009 to 2017, Ojibway's endangered species increased from 9 to 22:-(. Windsor's endangered are dying at a rapid rate. Right now, Windsor has a chance to enhance Ojibway Prairie, and create our own "Bruce Trail", enhancing Windsor as the "Place to Be".

Beyond biodiversity, these lands provide critical ecosystem services: flood mitigation, climate resilience, carbon sequestration, air quality improvement, opportunities for education, recreation, and community mental health well-being. As climate impacts intensify and public infrastructure costs rise, protecting natural systems is a fiscally responsible and forward-looking investment.

Windsor also has some of the lowest recorded natural areas and wetlands in the country - as of 2013, only 5.5% and 0.37% respectively. Ojibway makes up ½ of this amount. Environment Canada states a minimum of 30% forest cover and 10% of each major watershed should be protected to prepare for Climate Change. We are not prepared.

This moment presents a clear opportunity for partnership between the City of Windsor, the Province of Ontario, and the Government of Canada, including Parks Canada. Securing these lands in public ownership would demonstrate leadership, prevent irreversible loss, and ensure this unique ecosystem is protected for future generations.

I respectfully urge you to act decisively and collaboratively to ensure this opportunity is not lost. Ojibway is rare and deserving of lasting protection. Please act now, before it is too late. Thank you for your time, leadership, and service to community and country.

Sincerely,

A concerned Canadian and former Windsorite,

Mrs. Mary ("Mare") Moore,

Bayfield, ON.

**From:** Michael Steinberg < >

**Sent:** January 11, 2026 5:10 PM

**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [andrew.dowie@pc.ola.org](mailto:andrew.dowie@pc.ola.org); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca)

**Subject:** Land beside Ojibway Prairie

I am writing to urge all levels of government to work toward securing the lands currently for sale adjacent to Ojibway Park in Windsor Ontario.

This is a rare and time-sensitive opportunity to protect an endangered habitat.

This is the future site of the second urban national park in Canada.

**From:** Nancy Pancheshan < >

**Sent:** January 12, 2026 5:51 AM

**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [Andrew.Dowie@pc.ola.org](mailto:Andrew.Dowie@pc.ola.org); Lisa Gretzky <[LGretzky-CO@ndp.on.ca](mailto:LGretzky-CO@ndp.on.ca)>; [gill@parl.gc.ca](mailto:gill@parl.gc.ca); Lewis, Chris - M.P. <[Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)>; [kathy.borrelli@parl.gc.ca](mailto:kathy.borrelli@parl.gc.ca)

**Cc:** [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca); [fordco@pc.ola.org](mailto:fordco@pc.ola.org); [mark.carney@parl.gc.ca](mailto:mark.carney@parl.gc.ca)

**Subject:** Urgent Opportunity to Protect Lands Adjacent to Ojibway Prairie Urgent Opportunity to Protect Lands Adjacent to Ojibway Prairie

Dear Mayor Dilkens, Members of Council, and Provincial and Federal Representatives,

I am writing to urge all levels of government to **work collaboratively to secure the lands currently for sale adjacent to Ojibway Park in Windsor, ON**. This is a rare and time-sensitive opportunity to protect one of the globe's and Canada's most endangered habitats. One of the four parcels of the adjacent lands for sale has just been sold. [Quick action urged as private land sold near Windsor national park | Windsor Star](#)

Ojibway is the future site of the 2<sup>nd</sup> Urban National Park in Canada. It also;

- achieves top butterfly counts for North America
- Has similar bird counts/breeding species as small countries
- Over 100 000 people visit per year
- One of the most entomologically unique places for Canada
- Many of the plants found here are rare in Ontario and Canada
- More diversity than the Bruce Peninsula or Algonquin Park

Further, it is also a: Provincially Significant Wetland, Area of Natural and Scientific Interest, Environmentally Significant Area, Carolinian Site, Provincial Nature Reserve, and International Refuge for the Detroit River.

In addition, from 2009 to 2017, Ojibway's endangered increased from 9 to 22 species. Windsor's endangered are dying at a rapid rate. Right now, Windsor has a chance to enhance Ojibway Prairie, and create our own "Bruce Trail", enhancing Windsor as the "Place to Be".

Beyond biodiversity, these lands provide critical ecosystem services: flood mitigation, climate resilience, carbon sequestration, air quality improvement, opportunities for education, recreation, and community mental health well-being. As climate impacts intensify and public infrastructure costs rise, protecting natural systems is a fiscally responsible and forward-looking investment.

Our City also has some of the lowest recorded natural areas and wetlands in the country, as of 2013, we have 5.5% and 0.37% respectively. Ojibway makes up ½ of this amount. Environment Canada states a minimum of 30% forest cover and 10% of each major watershed should be protected to prepare for Climate Change. We are not prepared.

This moment presents a clear opportunity for partnership between the City of Windsor, the Province of Ontario, and the Government of Canada, including Parks Canada. Securing these lands in public ownership would demonstrate leadership, prevent irreversible loss, and ensure this unique ecosystem is protected for future generations.

I respectfully urge you to act decisively and collaboratively to ensure this opportunity is not lost. Ojibway is rare and deserving of lasting protection. Please act now, before it is too late. Thank you for your time, leadership, and service to our community and country.

Sincerely,

Nancy Pancheshan

██████████ Golfview Dr, LaSalle, Ontario

[The Wonder Of Ojibway Prairie on Vimeo](#)

[The Ojibway Prairie Complex | Climate Watch Shorts | TVO Original](#)

**From:** shannon < >

**Sent:** January 11, 2026 6:21 PM

**To:** mayoro <[mayoro@citywindsor.ca](mailto:mayoro@citywindsor.ca)>; clerks <[clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)>; [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca); [andrewdowie@pc.ola.org](mailto:andrewdowie@pc.ola.org); [ministre-minister@ec.gc.ca](mailto:ministre-minister@ec.gc.ca); [information@pc.gc.ca](mailto:information@pc.gc.ca); [pc.nup-pnu.pc@canada.ca](mailto:pc.nup-pnu.pc@canada.ca)

**Subject:** Urgent Opportunity to Protect Lands Adjacent to Ojibway Prairie

Dear Mayor Dilkens, Members of Council, and Provincial and Federal Representatives,

I am writing to urge all levels of government to work collaboratively to secure the lands currently for sale adjacent to Ojibway Park. This is a rare and time-sensitive opportunity to protect one of the globe's and Canada's most endangered habitats.

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In addition, from 2009 to 2017, Ojibway's endangered increased from 9 to 22 species. Windsor's endangered are dying at a rapid rate. Right now, Windsor has a chance to enhance Ojibway Prairie, and create our own "Bruce Trail", enhancing Windsor as the "Place to Be".

Beyond biodiversity, these lands provide critical ecosystem services: flood mitigation, climate resilience, carbon sequestration, air quality improvement, opportunities for education, recreation, and community mental health well-being. As climate impacts intensify and public infrastructure costs rise, protecting natural systems is a fiscally responsible and forward-looking investment.

Our City also has some of the lowest recorded natural areas and wetlands in the country, as of 2013, we have 5.5% and 0.37% respectively. Ojibway makes up 1/2 of this amount. Environment Canada states a minimum of 30% forest cover and 10% of each major watershed should be protected to prepare for Climate Change. We are not prepared.

This moment presents a clear opportunity for partnership between the City of Windsor, the Province of Ontario, and the Government of Canada, including Parks Canada. Securing these lands in public ownership would demonstrate leadership, prevent irreversible loss, and ensure this unique ecosystem is protected for future generations.

I respectfully urge you to act decisively and collaboratively to ensure this opportunity is not lost. Ojibway is rare and deserving of lasting protection. Please act now, before it is too late. Thank you for your time, leadership, and service to our community and country.

Sincerely,  
Shannon Rawlings

**PLANNING AND DEVELOPMENT SERVICES**

**Memo**

**To:** City Clerk  
**From:** Deputy City Planner  
**Date:** December 23, 2025  
**Subject:** TRANSMITTAL OF NEW FILE  
**Our File Number:** Z-035/25 [ZNG/7344]  
**RE:** Application For: (X) Zoning Amendment ( ) Official Plan Amendment  
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

Applicant: HAUSOLOGY INC.

Location: 291 WATSON AVE.

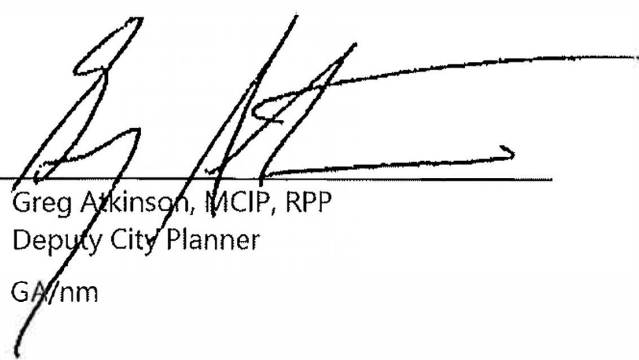
Description: The applicant proposes to rezone the subject property to Residential District 3.1 (RD3.1), with a zone exception to allow the construction of an eight-unit Multiple Dwelling with a rear nine-space parking area, with access off Clairview Avenue.

The subject property contains a one-storey single-unit dwelling with a detached garage and a driveway off Watson Avenue. The remainder of the subject property consists of landscaped open space featuring manicured lawns, mature trees, and shrubs.

The ZONING BY-LAW AMENDMENT application submitted on NOVEMBER 21, 2025, by HAUSOLOGY INC. for 291 WATSON AVE. was deemed complete on December 11, 2025.

Enclosures:

- (X) 1 copy of Application Form
- ( ) 1 copy of Drawings
- ( ) 1 copy of Site Plan



Greg Atkinson, MCIP, RPP  
Deputy City Planner  
GA/nm



Office of the Commissioner of  
Economic Development

Neil Robertson, MCIP, RPP  
City Planner/Executive Director

December 19, 2025

Pillon-Abbs Inc.  
c/o Tracey Pillon-Abbs  
23669 Prince Albert Rd.  
Chatham, ON N7M 5J7

Dear Ms. Pillon-Abbs,

**Re: ZONING BY-LAW AMENDMENT APPLICATION**

**APPLICANT: HAUSOLOGY INC.**  
**LOCATION: 291 WATSON AVE.**  
**FILE NO.: Z-035/25 [ZNG/7344]**

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the City Planner deemed the application complete on December 11, 2025.

The City of Windsor will advise you before the Development & Heritage Standing Committee (DHSC) and Council meetings regarding the Planning & Development Services' position on the application, as well as the dates, times, and locations of all public meetings.

If you have any questions, email me at [bnagata@citywindsor.ca](mailto:bnagata@citywindsor.ca).

Sincerely,

  
\_\_\_\_\_  
Brian Nagata  
Planner III – Development Review

BN/nm





## ZONING BY-LAW AMENDMENT APPLICATION

### INSTRUCTIONS

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Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

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

Do not email the application and documents to a staff planner.

### CONTACT INFORMATION

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# **ZONING BY-LAW AMENDMENT APPLICATION**

## **ZONING BY-LAW AMENDMENT PROCESS**

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

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

## **CONTACT INFORMATION**

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ☒ File Number: PC-<sup>PC-021/25</sup>

*Staff Use Only*

Signature of Staff Planner		Date of Consultation	
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander	<input type="checkbox"/> Tracy Tang	<input type="checkbox"/> Frank Garardo
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<input type="checkbox"/> Laura Strahl
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> _____		

## 2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other documents shall be in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

*Staff Use Only*

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual (see Section 8)	<input checked="" type="checkbox"/> Sketch of Subject Land (see Section 11)
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition (see Schedule E)	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

## ZONING BY-LAW AMENDMENT APPLICATION

### 3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

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

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

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

#### Applicant

Name: Hausology Inc. Contact: Daniel Grenier  
Name of Contact Person

Address: 380 Manning Road

Address: Tecumseh, ON Postal Code: N9N 4W5

Phone: 226-777-5551 Fax: \_\_\_\_\_

Email: daniel@perealestatesolutions.com

#### Registered Owner ☒ Same as Applicant

Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
Name of Contact Person

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

#### Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP  
Name of Contact Person

Address: 23669 Prince Albert Road

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: \_\_\_\_\_

Email: tracey@pillonabbs.ca

### 4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☒ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ☒ YES ☐

If a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

## ZONING BY-LAW AMENDMENT APPLICATION

### 5. SUBJECT LAND INFORMATION

Municipal Address 291 Watson Ave., Windsor

Legal Description Plan 829, Lot 1 and 2

Assessment Roll Number 3739-060-360-04900-0000

If known, the date the subject land was acquired by the current owner: \_\_\_\_\_

Frontage (m) 24.4 m Watson Ave Depth (m) 33.91 m Clairview Ave Area (sq m) 827.2 m2

Official Plan Designation "Residential" according to Schedule "D – "Land Use"

Current Zoning "Residential District 1.2 (RD1.2)" on Map 10

Existing Uses Current used for residential purposes  
(one storey single detached dwelling and detached garage)

If known, the lengths of time that the existing uses have continued: approx. 1947

Previous Uses Agriculture

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO ☒ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☐ YES ☐ File: \_\_\_\_\_

An application for an amendment to a Zoning By-law: NO ☐ YES ☐ File: \_\_\_\_\_

An application for approval of a Site Plan: NO ☐ YES ☐ SPC- \_\_\_\_\_

A Minister's Zoning Order (Ontario Regulation): NO ☐ YES ☐ OR#: \_\_\_\_\_

## ZONING BY-LAW AMENDMENT APPLICATION

### 6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: "Residential District 1.2 (RD1.2)" o  
to: site-specific Residential District 3.1 (RD 3.1- S.20(1)XXX)  
Proposed uses of subject land: Proposed to use the subject lands for residential purposes.

Describe the nature and extent of the amendment(s) being requested:

Proposed ZBA will allow for a new 2-storey (with basement) multiple dwelling with a  
total of 8 residential dwelling units is proposed to be constructed.

All RD3.1 zone provisions shall comply with the exception of the requested relief.

Why is this amendment or these amendments being requested?

The reason is provide provide for more housing the in the form of residential  
intensification.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☒ See Planning Rationale Report

☐ See Official Plan Amendment



## ZONING BY-LAW AMENDMENT APPLICATION

### 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

- ☐ NO Continue to Section 8
- ☒ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
- ☒ See attached Existing Plan or Sketch of Subject Land

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### 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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Do you propose to build any buildings or structures on the subject land?

- ☐ NO Continue to Section 9
- ☒ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
- ☒ See attached concept plan

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## ZONING BY-LAW AMENDMENT APPLICATION

### 9. ACCESS TO SUBJECT LAND

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Indicate if access to subject land is by: *(check all that apply)*

- ☒ Municipal Road                      ☐ Provincial Highway                      ☐ Another public road or a right-of-way
- ☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

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### 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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**WATER** – Indicate whether water will be provided to the subject land by:

- ☒ Publicly owned & operated piped water system
- ☐ Privately owned & operated individual well
- ☐ Privately owned & operated communal well
- ☐ Other \_\_\_\_\_

**SANITARY** - Indicate whether sewage disposal will be provided to the subject land by:

- ☒ Publicly owned & operated sanitary sewage system
- ☐ Privately owned & operated individual septic system - See Note below
- ☐ Privately owned & operated communal septic system - See Note below
- ☐ Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- ☒ Sewers                      ☐ Ditches                      ☐ Swales                      ☐ Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

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

## 12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees are subject to change. Payment options will be provided when the application is ready to be deemed complete. If the Applicant has chosen to not complete both stages of the Planning Consultation process, the Base Fee below is doubled.

### APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$2,323.50	\$3,120.10
GIS Fee	63024	+ \$50.00	+ \$50.00
E-Permitting Fee	25164	+ \$40.00	+ \$40.00
<b>Total City of Windsor Fees</b>		<b>= \$2,413.50</b>	<b>= \$3,210.10</b>

### Essex Region Conservation Authority (ERCA) Fee

Code 53023

If the subject land is in the Limit of Regulated Area, an ERCA fee based on type of application will be added to the Total City of Windsor Fees above. The ERCA fee is separate from any fees for a permit or clearance required by ERCA. The ERCA Fee Schedule is available [here](#).

**OTHER FEES** - The following fees are not due at this time but may be charged in the future:

<b>Renotification Fee</b>	Code 53016	\$2,644.60
Required when an applicant requests a deferral after notice of a public meeting has been given.		
<b>Legal Fee - Servicing Agreement</b>	Code 63002	\$709.52.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		

## ZONING BY-LAW AMENDMENT APPLICATION

### 13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☒ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☒ Open House

☒ Website

☐ Other \_\_\_\_\_

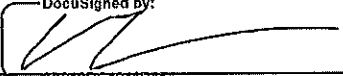
Open house held on December 12, 2024.

### 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Daniel Grenier, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X

DocuSigned by:  
  
289180C4946B464...

Signature of Applicant

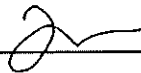
*Sign in the presence of a Commissioner  
For Taking Affidavits*

Town of Tecumseh

Location of Applicant at time of declaration

☒ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me



Signature of Commissioner

at the Municipality of Chatham-Kent

Location of Commissioner

this 5th day of September, 2025  
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Ceclia Pillon-Abbs, a Commissioner, etc.,  
Province of Ontario, for Pillon Abbs Inc.  
Expires August 4, 2026

### READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

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

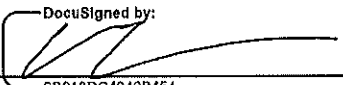
If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Daniel Grenier, am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.  
*Name of Agent*

X

DocuSigned by:  
  
 2B918DC4946B454...  
 Signature of Registered Owner

September 5, 2025

Date

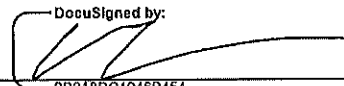
If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Daniel Grenier,  
*Name of Registered Owner*

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

X

DocuSigned by:  
  
 2B918DC4946B454...  
 Signature of Registered Owner

September 5, 2025

Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

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

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

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

#### Species at Risk

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

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

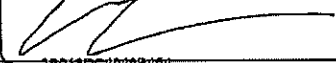
Additional information can be found at:

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

#### Acknowledgement

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

X

DocuSigned by:  
  
25918DC49408404...

Signature of Applicant or Agent

September 5, 2025

Date

**END OF SCHEDULE A**  
**COMPLETE SCHEDULE E ON NEXT PAGE**



# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

### Previous Use of Property

- ☒ Residential
 ☐ Industrial
 ☐ Commercial
 ☐ Institutional  
☒ Agricultural
 ☐ Parkland
 ☐ Vacant
 ☐ Other \_\_\_\_\_

- a) If previous use of the property is Industrial or Commercial, specify use:
- \_\_\_\_\_
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
- ☐ Yes
 ☒ No
 ☐ Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
- ☐ Yes
 ☒ No
 ☐ Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
- ☐ Yes
 ☒ No
 ☐ Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
- ☐ Yes
 ☒ No
 ☐ Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
- ☐ Yes
 ☒ No
 ☐ Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
- ☐ Yes
 ☒ No
 ☐ Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
- ☐ Yes
 ☒ No
 ☐ Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
- ☐ Yes
 ☒ No
 ☐ Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- ☐ Yes
 ☒ No
 ☐ Unknown

*\* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

## ZONING BY-LAW AMENDMENT APPLICATION

### SCHEDULE E - CONTINUED

#### Acknowledgement Clause

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

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

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

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

Daniel Grenier

\_\_\_\_\_  
Name of Applicant (print)

X

DocuSigned by:

\_\_\_\_\_  
2B918DC4946B454...

Signature of Applicant

September 5, 2025

\_\_\_\_\_  
Date

Pillon Abbs Inc., Tracey Pillon-Abbs, RPP

\_\_\_\_\_  
Name of Agent (print)

\_\_\_\_\_  
Signature of Agent

September 5, 2025

\_\_\_\_\_  
Date

**END OF SCHEDULE E**

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

**PLANNING AND DEVELOPMENT SERVICES**

**Memo**

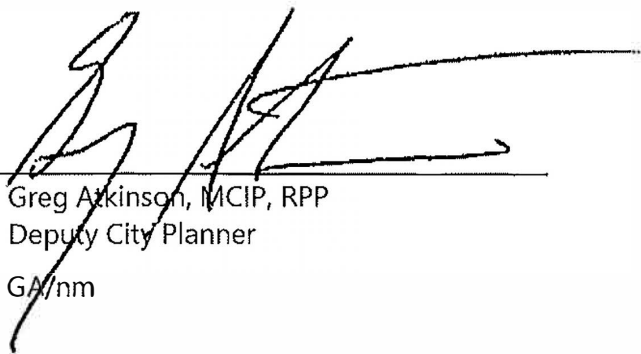
**To:** City Clerk  
**From:** Deputy City Planner  
**Date:** December 23, 2025  
**Subject:** TRANSMITTAL OF NEW FILE  
**Our File Number:** Z-036/25 [ZNG/7345]  
**RE:** Application For: (X) Zoning Amendment ( ) Official Plan Amendment  
( ) Part Lot Control ( ) Draft Plan of Subdivision/Condominium

**Applicant:** FLIPPING NUTS INC.  
**Location:** 401, 409, 415, 419, 423, 425 & 431 SHEPHERD STREET WEST  
**Description:** The Applicant proposes to rezone the subject property by adding a zoning exception to allow for interior and exterior alterations to a vacant one storey, seven unit commercial building for the purpose of establishing a Combined Use Building containing one commercial unit and five Townhome Dwelling Units with an increased lot coverage, reduced landscaped open space yard, front yard depth, rear yard depth and side yard width, and a reduction in the required number of parking spaces.

The ZONING BY-LAW AMENDMENT application submitted on NOVEMBER 23, 2025, by FLIPPING NUTS INC. for 401, 409, 415, 419, 423, 425 & 431 SHEPHERD STREET WEST was deemed complete on December 11, 2025.

**Enclosures:**

- (X) 1 copy of Application Form
- ( ) 1 copy of Drawings
- ( ) 1 copy of Site Plan



Greg Atkinson, MCIP, RPP  
Deputy City Planner  
GA/nm

December 19, 2025

Lassaline Planning Consultants Inc.  
c/o Jackie Lassaline  
P.O. Box 52, 1632 County Rd. 31  
St. Joachim, ON N0R 1S0

Dear Ms. Lassaline,

**Re: ZONING BY-LAW AMENDMENT APPLICATION**

**APPLICANT: FLIPPING NUTS INC.**

**LOCATION: 401, 409, 415, 419, 423, 425 & 431 SHEPHERD STREET WEST**

**FILE NO.: Z-036/25 [ZNG/7345]**

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the City Planner deemed the application complete on December 11, 2025.

The City of Windsor will advise you before the Development & Heritage Standing Committee (DHSC) and Council meetings regarding the Planning & Development Services' position on the application, as well as the dates, times, and locations of all public meetings.

If you have any questions, email me at [bnagata@citywindsor.ca](mailto:bnagata@citywindsor.ca).

Sincerely,



Brian Nagata  
Planner III – Development Review

BN/nm

## **ZONING BY-LAW AMENDMENT APPLICATION**

### **INSTRUCTIONS**

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Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

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

Do not email the application and documents to a staff planner.

### **CONTACT INFORMATION**

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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

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

## CONTACT INFORMATION

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)



# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ☐ File Number: PC-\_\_\_\_\_

*Staff Use Only*

Signature of Staff Planner

Date of Consultation

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Jim Abbs      | <input type="checkbox"/> Kevin Alexander | <input type="checkbox"/> Tracy Tang    | <input type="checkbox"/> Frank Garardo |
| <input type="checkbox"/> Brian Nagata  | <input type="checkbox"/> Justina Nwaesei | <input type="checkbox"/> Simona Simion | <input type="checkbox"/> Laura Strahl  |
| <input type="checkbox"/> Adam Szymczak | <input type="checkbox"/> _____           |  |  |

## 2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other documents shall be in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

*Staff Use Only*

- |   |  |   |  |
|---|--|---|--|
| <input checked="" type="checkbox"/> Deed or Offer to Purchase         | <input type="checkbox"/> Corporation Profile Report  | <input checked="" type="checkbox"/> Site Plan Conceptual<br>(see Section 8) | <input checked="" type="checkbox"/> Sketch of Subject Land<br>(see Section 11) |
| <input type="checkbox"/> Archaeological Assessment – Stage 1          | <input type="checkbox"/> Built Heritage Impact Study | <input type="checkbox"/> Environmental Evaluation Report                    | <input type="checkbox"/> Environmental Site Assessment                         |
| <input type="checkbox"/> Floor Plan and Elevations                    | <input type="checkbox"/> Geotechnical Study          | <input type="checkbox"/> Guideline Plan                                     | <input type="checkbox"/> Lighting Study  |
| <input type="checkbox"/> Market Impact Assessment                     | <input type="checkbox"/> Micro-Climate Study         | <input type="checkbox"/> Noise Study  | <input type="checkbox"/> Planning Rationale Report                             |
| <input type="checkbox"/> Record of Site Condition<br>(see Schedule E) | <input type="checkbox"/> Sanitary Sewer Study        | <input type="checkbox"/> Species at Risk Screening                          | <input type="checkbox"/> Storm Sewer Study                                     |
| <input type="checkbox"/> Storm Water Retention Scheme                 | <input type="checkbox"/> Topographic Plan of Survey  | <input type="checkbox"/> Transportation Impact Statement                    | <input type="checkbox"/> Transportation Impact Study                           |
| <input type="checkbox"/> Tree Preservation                            | <input type="checkbox"/> Tree Survey Study           | <input type="checkbox"/> Urban Design Study                                 | <input type="checkbox"/> Vibration Study                                       |
| <input type="checkbox"/> Wetland Evaluation Study                     | Other Required Information: _____                    |   |  |

# ZONING BY-LAW AMENDMENT APPLICATION

## 3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

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

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

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

### Applicant

Name: Lassaline Planning Consultants Inc. Contact: Jackie Lassaline  
*Name of Contact Person*

Address: P.O. Box 52, 1632 County Rd 31 St. Joachim ON

Address: \_\_\_\_\_ Postal Code: N0R 1S0

Phone: 519-563-8814 Fax: \_\_\_\_\_

Email: jackie@lassalineplan.ca

### Registered Owner ☐ Same as Applicant

Name: Flipping Nuts Inc. Contact: Daniel Carlini  
*Name of Contact Person*

Address: 1629 Turner Road, City of Windsor

Address: \_\_\_\_\_ Postal Code: N8W 3J8

Phone: 519-566-6098 Fax: \_\_\_\_\_

Email: dan@cncgroup.ca

### Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Lassaline Planning Consultants Inc. Contact: Jackie Lassaline  
*Name of Contact Person*

Address: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## 4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☐ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ☐ YES ☐

If a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 401-431 Shepherd St. West, Windsor

Legal Description Lot 107, Plan 652

Assessment Roll Number 040-570-04300

If known, the date the subject land was acquired by the current owner: \_\_\_\_\_

Frontage (m) 38.07 m Depth (m) 14 m Area (sq m) 542 m2

Official Plan Designation 'Residential'

Current Zoning 'Commercial District 1.3 (CD1.3)'

Existing Uses 7 units for commercial purposes

If known, the lengths of time that the existing uses have continued: 60-80 years

Previous Uses 7 commercial units for commercial purposes including personal service, retail, coffee shop

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

Are there any easements or restrictive covenants affecting the subject lands? NO ☒ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO ☒ YES ☐ File: \_\_\_\_\_

An application for an amendment to a Zoning By-law: NO ☒ YES ☐ File: \_\_\_\_\_

An application for approval of a Site Plan: NO ☒ YES ☐ SPC- \_\_\_\_\_

A Minister's Zoning Order (Ontario Regulation): NO ☒ YES ☐ OR#: \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: 'Commercial District 1.3 (CD1.3)'

to: 'Commercial District 1.3 (CD1.3)' with site specific provisions

Proposed uses of subject land: mixed use to allow for 5 residential apartment units and 1 commercial unit

Describe the nature and extent of the amendment(s) being requested:

site specific provision to allow for the conversion of 7 commercial units to 5 residential units and 1 commercial unit

site specific provision to recognize existing building and 0 parking spaces

Why is this amendment or these amendments being requested?

The commercial units are typically vacant and unrentable while residential units are needed

With the inclusion of residential units in the building warrants some renovations that will result in

updating to the interior and exterior of the building, improving the form and functionality of the building within the neighbourhood.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☒ See Planning Rationale Report

☐ See Official Plan Amendment

# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

☐ NO Continue to Section 8

☒ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☒ See attached Existing Plan or Sketch of Subject Land

Existing 1 storey, 7 unit commercial building.

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## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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Do you propose to build any buildings or structures on the subject land?

☒ NO Continue to Section 9

☐ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☐ See attached concept plan

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# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- ☒ Municipal Road                      ☐ Provincial Highway                      ☐ Another public road or a right-of-way
- ☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

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## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

**WATER** – Indicate whether water will be provided to the subject land by:

- ☒ Publicly owned & operated piped water system
- ☐ Privately owned & operated individual well
- ☐ Privately owned & operated communal well
- ☐ Other \_\_\_\_\_

**SANITARY** - Indicate whether sewage disposal will be provided to the subject land by:

- ☒ Publicly owned & operated sanitary sewage system
- ☐ Privately owned & operated individual septic system - See Note below
- ☐ Privately owned & operated communal septic system - See Note below
- ☐ Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- ☒ Sewers                      ☐ Ditches                      ☐ Swales                      ☐ Other \_\_\_\_\_



# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

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

## 12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees are subject to change. Payment options will be provided when the application is ready to be deemed complete. If the Applicant has chosen to not complete both stages of the Planning Consultation process, the Base Fee below is doubled.

### APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$2,323.50	\$3,120.10
GIS Fee	63024	+ \$50.00	+ \$50.00
E-Permitting Fee	25164	+ \$40.00	+ \$40.00
Total City of Windsor Fees		= \$2,413.50	= \$3,210.10

### Essex Region Conservation Authority (ERCA) Fee Code 53023

If the subject land is in the Limit of Regulated Area, an ERCA fee based on type of application will be added to the Total City of Windsor Fees above. The ERCA fee is separate from any fees for a permit or clearance required by ERCA. The ERCA Fee Schedule is available [here](#).

**OTHER FEES** - The following fees are not due at this time but may be charged in the future:

<b>Renotification Fee</b>	Code 53016	\$2,644.60
Required when an applicant requests a deferral after notice of a public meeting has been given.		
<b>Legal Fee - Servicing Agreement</b>	Code 63002	\$709.52.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☒ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☒ Open House

☐ Website

☐ Other \_\_\_\_\_

## 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Lassaline Planning Consultants Inc. (c/o Jackie Lassaline), solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Jackeline Lassaline

Signature of Applicant

*Sign in the presence of a Commissioner  
For Taking Affidavits*

Village of St. Joachim, Municipality of Lakeshore

Location of Applicant at time of declaration

☒ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me

A. Combs

at the City of Windsor

Signature of Commissioner

Location of Commissioner

this 24 day of June, 20<sup>25</sup>

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

**READ & COMPLETE SCHEDULES A & E IN FULL & SIGN**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

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

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

I, Flipping Nuts Inc. (c/o Daniel Carlini), am the registered owner of the land that is

*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Lassaline Planning Consultants Inc. (c/o Jackie Lassaline) to make this application on my behalf.

*Name of Agent*



Signature of Registered Owner

June 20, 2025

Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Flipping Nuts Inc. (c/o Daniel Carlini),

*Name of Registered Owner*

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



Signature of Registered Owner

June 20, 2025

Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

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

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

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

#### Species at Risk

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

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

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

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



Signature of Applicant or Agent

June 20, 2025

Date

**END OF SCHEDULE A**  
**COMPLETE SCHEDULE E ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

### Previous Use of Property

- |                                       |                                     |  |  |
|---------------------------------------|-------------------------------------|--|--|
| <input type="checkbox"/> Residential  | <input type="checkbox"/> Industrial | <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Agricultural | <input type="checkbox"/> Parkland   | <input type="checkbox"/> Vacant                | <input type="checkbox"/> Other_____    |

- a) If previous use of the property is Industrial or Commercial, specify use:  
Neighbourhood commercial without parking
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?  
☐ Yes ☒ No ☐ Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
☐ Yes ☒ No ☐ Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
☐ Yes ☒ No ☐ Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
☐ Yes ☒ No ☐ Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?  
☐ Yes ☒ No ☐ Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?  
☐ Yes ☒ No ☐ Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?  
☐ Yes ☒ No ☐ Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
☐ Yes ☐ No ☒ Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- ☐ Yes ☒ No ☐ Unknown

*\* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

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

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

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

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

Lassaline Planning Consultants Inc. (c/o Jackie Lassaline)

Name of Applicant (print) and agent

Jackeline Lassaline

Signature of Applicant and agent

June 20, 2025

Date

\_\_\_\_\_  
Name of Agent (print)

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date

**END OF SCHEDULE E**

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

PLANNING AND DEVELOPMENT SERVICES

**Memo**

**To:** City Clerk  
**From:** Deputy City Planner  
**Date:** December 23, 2025  
**Subject:** TRANSMITTAL OF NEW FILE  
**Our File Number:** Z-037/25 [ZNG/7349]  
**RE:** Application For Zoning Amendment

**Applicant:** MASOTTI CONSTRUCTION INC.

**Location:** 1360 & 1376 HOWARD AVE.

**Description:** The Applicant is proposing to construct one Multiple Dwelling having a maximum building height 14.0m over 4-storeys and containing 25 dwelling units, 25 parking spaces in a parking area with one access area to Lillian Street, and 3 bicycle parking spaces. The Applicant is requesting an amendment to Zoning By-law 8600 to rezone the parcel to Residential District 3.1 (RD3.1) with a zoning exception to allow an increase in lot coverage from 35% to 40%, a reduction in front yard depth from 6.0 m to 3.4 m, a reduction in rear yard depth from 7.5 m to 4.1 m, a reduction in side yard depth, a reduction in minimum landscaped open space from 35% to 31.5%, and a reduction in required parking from 1.25 spaces per unit to 1 space per unit.

The ZONING BY-LAW AMENDMENT application submitted on DECEMBER 04, 2025, by MASOTTI CONSTRUCTION INC. for 1360 & 1376 HOWARD AVE. was deemed complete on December 17, 2025.

**Enclosures:**

- (X) 1 copy of Application Form
- ( ) 1 copy of Drawings
- ( ) 1 copy of Site Plan



Greg Atkinson, MCIP, RPP  
Deputy City Planner

GA/AS/nm



December 19, 2025

Siv-ik Planning and Design Inc.  
c/o Lauren Sooley  
101-258 Richmond St.  
London, ON N6B 2H7

Dear Ms. Sooley,

**Re: ZONING BY-LAW AMENDMENT APPLICATION**  
**APPLICANT: MASOTTI CONSTRUCTION INC.**  
**LOCATION: 1360 & 1376 HOWARD AVENUE**  
**FILE NO.: Z-037/25 ZNG/7349**

I acknowledge receipt of a Zoning By-law Amendment. Per the delegation authority in By-Law 139-2013, the City Planner deemed the application complete on December 17, 2025.

The City of Windsor will advise you prior to the Development & Heritage Standing Committee (DHSC) and Council meetings regarding the position of Planning & Development Services on the application and the dates, times, and locations of all public meetings.

If you have any questions, email me at [aszymczak@citywindsor.ca](mailto:aszymczak@citywindsor.ca).

Sincerely,



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Adam Szymczak  
Senior Planner – Development Review

AS/nm

## **ZONING BY-LAW AMENDMENT APPLICATION**

### **INSTRUCTIONS**

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**Verify that you are using the most current application form.**

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

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

Do not email the application and documents to a staff planner.

### **CONTACT INFORMATION**

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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

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

## CONTACT INFORMATION

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

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO ☐ YES ☒ File Number: PC-080/2:

*Staff Use Only*

Signature of Staff Planner

Date of Consultation

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Jim Abbs      | <input type="checkbox"/> Kevin Alexander | <input type="checkbox"/> Tracy Tang    | <input type="checkbox"/> Frank Garardo |
| <input type="checkbox"/> Brian Nagata  | <input type="checkbox"/> Justina Nwaesei | <input type="checkbox"/> Simona Simion | <input type="checkbox"/> Laura Strahl  |
| <input type="checkbox"/> Adam Szymczak | <input type="checkbox"/> _____           |  |  |

## 2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other documents shall be in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

*Staff Use Only*

- |  |  |  |   |
|--|--|--|---|
| <input checked="" type="checkbox"/> Deed or Offer to Purchase      | <input type="checkbox"/> Corporation Profile Report  | <input checked="" type="checkbox"/> Site Plan Conceptual (see Section 8) | <input checked="" type="checkbox"/> Sketch of Subject Land (see Section 11) |
| <input type="checkbox"/> Archaeological Assessment – Stage 1       | <input type="checkbox"/> Built Heritage Impact Study | <input type="checkbox"/> Environmental Evaluation Report                 | <input type="checkbox"/> Environmental Site Assessment                      |
| <input type="checkbox"/> Floor Plan and Elevations                 | <input type="checkbox"/> Geotechnical Study          | <input type="checkbox"/> Guideline Plan                                  | <input type="checkbox"/> Lighting Study                                     |
| <input type="checkbox"/> Market Impact Assessment                  | <input type="checkbox"/> Micro-Climate Study         | <input type="checkbox"/> Noise Study                                     | <input type="checkbox"/> Planning Rationale Report                          |
| <input type="checkbox"/> Record of Site Condition (see Schedule E) | <input type="checkbox"/> Sanitary Sewer Study        | <input type="checkbox"/> Species at Risk Screening                       | <input type="checkbox"/> Storm Sewer Study                                  |
| <input type="checkbox"/> Storm Water Retention Scheme              | <input type="checkbox"/> Topographic Plan of Survey  | <input type="checkbox"/> Transportation Impact Statement                 | <input type="checkbox"/> Transportation Impact Study                        |
| <input type="checkbox"/> Tree Preservation                         | <input type="checkbox"/> Tree Survey Study           | <input type="checkbox"/> Urban Design Study                              | <input type="checkbox"/> Vibration Study                                    |
| <input type="checkbox"/> Wetland Evaluation Study                  | Other Required Information: _____                    |  |   |

# ZONING BY-LAW AMENDMENT APPLICATION

## 3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

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

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

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

### Applicant

Name: Masotti Construction Inc. Contact: Andi Shallvari  
Name of Contact Person  
Address: 1780 North Talbot Road  
Address: Oldcastle, ON Postal Code: N96 0C1  
Phone: 647.998.6441 Fax: \_\_\_\_\_  
Email: andi.shallvari@gmail.com

### Registered Owner ☐ Same as Applicant

Name: Butterfield Holdings Limited Contact: Ryan Eagen  
Name of Contact Person  
Address: 9630 Tecumseh Rd East  
Address: Windsor, ON. Postal Code: N8R 1A2  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: mailto:sales@ezeewheelz.com

### Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Siv-ik Planning and Design Inc. Contact: Lauren Sooley  
Name of Contact Person  
Address: 101-258 Richmond Street  
Address: London, ON Postal Code: N6B 2H7  
Phone: 226-273-0907 Fax: \_\_\_\_\_  
Email: lsooley@siv-ik.ca

## 4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO ☒ YES ☐

Are you submitting a companion Plan of Subdivision/Condominium application? NO ☒ YES ☐

If a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 1360 & 1376 Howard Avenue

Legal Description See attached parcel registers for full legal description.

Assessment Roll Number 030-330-08700 and 030-330-08900

If known, the date the subject land was acquired by the current owner: June 26, 2014

Frontage (m) 37.6m Depth (m) 59.3m Area (sq m) 0.195 sq. m.

Official Plan Designation Mixed Use Corridor

Current Zoning Commercial District 2 (CD2.6) (1360 Howard Avenue)

Residential District 2 (RD2.2) (1376 Howard Avenue)

Existing Uses Automotive Dealership

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses Commercial

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO ☒ YES ☐

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: (leave blank if unknown)

An application for a Plan of Subdivision or Consent: NO ☒ YES ☐ File: \_\_\_\_\_

An application for an amendment to a Zoning By-law: NO ☒ YES ☐ File: \_\_\_\_\_

An application for approval of a Site Plan: NO ☒ YES ☐ SPC- \_\_\_\_\_

A Minister's Zoning Order (Ontario Regulation): NO ☒ YES ☐ OR#: \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial Districts 2 (CD2.6) and Residential Districts 2 (RD2.2)

to: Residential Districts 3 (RD3.1(\_)) Special Provision Zone

Proposed uses of subject land: Medium profile apartment building

Describe the nature and extent of the amendment(s) being requested:

See Planning Rationale Report for full details.

Why is this amendment or these amendments being requested?

See Planning Rationale Report for full details.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

☒ See Planning Rationale Report

Explain how the application conforms to the City of Windsor Official Plan:

☒ See Planning Rationale Report

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

☐ See Planning Rationale Report

☐ See Official Plan Amendment

N/A



# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

☐ NO Continue to Section 8

☒ YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.

☒ See attached Existing Plan or Sketch of Subject Land

Refer to Site Analysis Section in the submitted Planning Rationale Report.

## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

☐ NO Continue to Section 9

☒ YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.

☒ See attached concept plan

# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- ☒ Municipal Road      ☐ Provincial Highway      ☐ Another public road or a right-of-way
- ☐ Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

---

---

---

## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

**WATER** – Indicate whether water will be provided to the subject land by:

- ☒ Publicly owned & operated piped water system
- ☐ Privately owned & operated individual well
- ☐ Privately owned & operated communal well
- ☐ Other \_\_\_\_\_

**SANITARY** - Indicate whether sewage disposal will be provided to the subject land by:

- ☒ Publicly owned & operated sanitary sewage system
- ☐ Privately owned & operated individual septic system - See Note below
- ☐ Privately owned & operated communal septic system - See Note below
- ☐ Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- ☒ Sewers      ☐ Ditches      ☐ Swales      ☐ Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

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

## 12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees are subject to change. Payment options will be provided when the application is ready to be deemed complete. If the Applicant has chosen to not complete both stages of the Planning Consultation process, the Base Fee below is doubled.

### APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$2,323.50	\$3,120.10
GIS Fee	63024	+ \$50.00	+ \$50.00
E-Permitting Fee	25164	+ \$40.00	+ \$40.00
<b>Total City of Windsor Fees</b>		<b>= \$2,413.50</b>	<b>= \$3,210.10</b>

### Essex Region Conservation Authority (ERCA) Fee Code 53023

If the subject land is in the Limit of Regulated Area, an ERCA fee based on type of application will be added to the Total City of Windsor Fees above. The ERCA fee is separate from any fees for a permit or clearance required by ERCA. The ERCA Fee Schedule is available [here](#).

**OTHER FEES** - The following fees are not due at this time but may be charged in the future:

<b>Renotification Fee</b>	Code 53016	\$2,644.60
Required when an applicant requests a deferral after notice of a public meeting has been given.		
<b>Legal Fee - Servicing Agreement</b>	Code 63002	\$709.52.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

☒ Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

☒ Open House

☒ Website

☐ Other

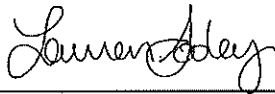
See Section 7 of the Planning Justification Report

submitted with this application.

## 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Lauren Sooley, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant

Sign in the presence of a Commissioner  
For Taking Affidavits

Hamilton, Ontario

Location of Applicant at time of declaration

☒ This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the City of Barrie, Ontario

Signature of Commissioner

Location of Commissioner

this 3rd day of December, 20 25

day

month

year



A COMMISSIONER FOR OATHS  
**JAZMIN ROCIO MAGANA GARCIA**  
LICENSED PARALEGAL  
LSO# P16200  
PROVINCE OF ONTARIO

**READ & COMPLETE SCHEDULES A & E IN FULL & SIGN**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

---

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

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

I, Butterfield Holdings Ltd. (c/o Ryan Eagen), am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Siv-ik Planning and Design Inc. (c/o Lauren Sooley) to make this application on my behalf.  
*Name of Agent*

*Ryan Eagen*

2025-12-01

\_\_\_\_\_  
Signature of Registered Owner

\_\_\_\_\_  
Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Butterfield Holdings Ltd. (c/o Ryan Eagen),  
*Name of Registered Owner*

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

*Ryan Eagen*

2025-12-01

\_\_\_\_\_  
Signature of Registered Owner

\_\_\_\_\_  
Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

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

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

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

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

#### Species at Risk

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

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

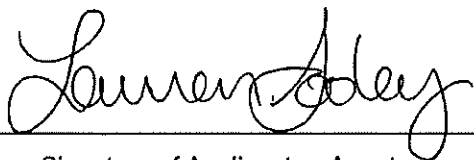
Additional Information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

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



Signature of Applicant or Agent

November 24th 2025

Date

**END OF SCHEDULE A**  
**COMPLETE SCHEDULE E ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

### Previous Use of Property

- |                                       |                                     |  |  |
|---------------------------------------|-------------------------------------|--|--|
| <input type="checkbox"/> Residential  | <input type="checkbox"/> Industrial | <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Agricultural | <input type="checkbox"/> Parkland   | <input type="checkbox"/> Vacant                | <input type="checkbox"/> Other _____   |

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

**SCHEDULE E CONTINUES ON NEXT PAGE**



# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

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

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

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

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

Masotti Construction Inc. (c/o Andi Shallvari)

Name of Applicant (print)

*Audi Shallvari*

Signature of Applicant

2025-11-25

Date

Lauren Sooley

Name of Agent (print)

*Lauren Sooley*

Signature of Agent

November 24, 2025

Date

**END OF SCHEDULE E**

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

# CERTIFICATE *of* SIGNATURE

REF. NUMBER  
D3G8P-Q8BR8-R9QZN-BMOWD

DOCUMENT COMPLETED BY ALL PARTIES ON  
01 DEC 2025 19:06:17  
UTC

## SIGNER

**ANDI SHALLVARI**

EMAIL  
ANDI.SHALLVARI@GMAIL.COM

## TIMESTAMP

SENT  
25 NOV 2025 19:58:08  
VIEWED  
25 NOV 2025 20:24:28  
SIGNED  
25 NOV 2025 20:24:46

## SIGNATURE

*Audi Shallvari*

IP ADDRESS  
142.189.202.51  
LOCATION  
WINDSOR, CANADA

## RECIPIENT VERIFICATION

EMAIL VERIFIED  
25 NOV 2025 20:24:28

**RYAN EAGEN**

EMAIL  
SALES@EZEEWHEELZ.COM

SENT  
25 NOV 2025 19:58:08  
VIEWED  
26 NOV 2025 18:03:49  
SIGNED  
01 DEC 2025 19:06:17

*Ryan Eagen*

IP ADDRESS  
192.171.64.234  
LOCATION  
WINDSOR, CANADA

## RECIPIENT VERIFICATION

EMAIL VERIFIED  
26 NOV 2025 18:03:49

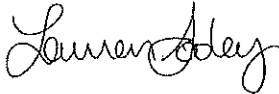




## Document Details

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Signed**

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IP: 99.233.208.85



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2025 Dec 03  
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America/Toronto

**Subject: Peche Island Preservability Project Update – Ward 7**

**Reference:**

Date to Council: January 26, 2026

Author: Jamie Scott

Executive Director Parks, Recreation & Facilities (A)

jascott@citywindsor.ca

519-253-2300 x2729

Parks

Report Date: 1/9/2026

Clerk's File #: SR/15089

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** the report on the Peche Island Preservability Project Update – Ward 7 **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

Council Report C 159/2025, titled “Peche Island Preservability in Response to Mayoral Decision MD 24-2025 – Ward 7”, was brought to Council on November 24, 2025. Following this meeting, direction was provided to Administration through CR 455/2025 indicating:

“That the report of the Acting Executive Director Parks, Recreation & Facilities dated November 10, 2025 entitled “Peche Island Preservability in Response to Mayoral Decision MD 24-2025 – Ward 7” **BE RECEIVED**; and,

That Administration **BE DIRECTED** to begin the application process and next steps for the preservation of Peche Island; and,

That Administration **BE DIRECTED** to provide a robust report detailing all projects required for the preservation including financial impacts and potential risks and that the report **BE BROUGHT FORWARD** to the budget deliberation meeting for Council’s consideration.”

**Discussion:**

Administration has engaged Landmark Engineers Inc. (Landmark) to support technical planning, design development, and regulatory readiness for the Peche Island Preservation Project. A phased approach is being used to allow the City to advance

early regulatory consultation and design refinement while maintaining flexibility as the full scope of preservation needs is confirmed.

Phase 1 is currently underway and focuses on preliminary assessment, conceptual design refinement, and initiation of regulatory review. This phase enables early engagement with Fisheries and Oceans Canada (DFO), the Essex Region Conservation Authority (ERCA), and Transport Canada, while establishing the technical foundation required to advance approvals and inform the subsequent detailed design. The consultant has estimated a timeline of approximately 3 months for this phase.

Phase 2 will build on the outcomes of Phase 1 and is intended to include detailed design, completion of regulatory approvals, tender preparation, and inspections during construction activities. Phase 2 is also planned to include a broader assessment of Peche Island to inform the development of a master plan addressing channel function, erosion risk, access considerations, and future restoration priorities. Findings from these assessments will guide decisions on additional restoration preservation and preservation measures, including erosion protection downstream of the bridge, access to areas where the house originally existed, and potential additional paths or recreational considerations.

The proposed works are intended to restore water flow beneath the Peche Island bridge, improve circulation within interior channels, and reduce long-term sediment disposition through targeted dredging and construction of a rock hook jetty at the eastern inlet. Where feasible, dredged material may be strategically reused within contained areas to support wetland vegetation establishment and long-term habitat function. These works are expected to improve hydrological function, enhance aquatic habitat conditions, support marsh birds and other wildlife, and increase the island's resilience to future water level variability.

Administration has applied for federal grant funding related to this project under the Great Lakes Freshwater Ecosystem Initiative; however, the timing of any funding decision is currently unknown. Any project activities initiated prior to receipt of a grant decision would not be eligible for reimbursement.

### **Risk Analysis:**

The primary risk associated with advancing work on Peche Island relates to regulatory approvals and associated timelines. Activities within these natural areas require review and approval by multiple external agencies, and multi-agency review processes may extend the project schedule. In-water and shoreline works must be completed within defined working windows established by regulatory authorities to avoid impacts to sensitive habitat. Delays in receiving approvals could require deferral of project activities to the next available working window. There is also a risk that one or more agencies may not approve the proposed work.

Study results, including erosion-related initiatives, involving the coordination and consultation with multiple agencies may extend timelines. Additional requirements identified through regulatory review or restoration measures identified as a result of the

conclusion of Phase 1 preliminary assessment and design, may also affect scope, timing, or costs.

## **Climate Change Risks**

### **Climate Change Mitigation:**

Phase 1 of the project, which includes preliminary assessment and conceptual design, is not expected to result in any changes to the City's greenhouse gas (GHG) emissions inventory. However, GHG emissions are anticipated to occur during the construction and operational phases, should implementation move forward. These emissions may be reduced or mitigated through design approaches that prioritize the preservation of biodiversity and the protection of natural features and habitats.

### **Climate Change Adaptation:**

Adapting to the impacts of climate change is critical to ensure the long-term sustainability of Peche Island, while aligning with the City of Windsor's climate adaptation planning. Through the preliminary assessment and conceptual design, the project should consider climate risks associated with Peche Island's unique location within the Great Lakes system, while supporting collaboration, ongoing risk assessment, and the integration of climate resilience into major infrastructure initiatives.

Advancing projects which enhance biodiversity and resilient infrastructure helps position Windsor as a leader in urban island adaptation and supports a safer, healthier, and more vibrant future for Peche Island and its visitors.

### **Financial Matters:**

The total estimated cost for consulting fees for Phase 1 & 2, including services associated with the development of a master plan, is \$90,000 (excluding HST).

There is an available balance of approximately \$200,000 (net of encumbrances) within Project 7219014 – Natural Areas Management which is sufficient to allow Phase 1 and Phase 2 to proceed immediately.

The Mayor's Proposed 2026 Capital Budget includes 2026 funding for a dedicated Peche Island-specific capital project, ECB-028-18 (Improvements to Peche Island), in the amount of \$600,000. Should funding for the Peche Island project (ECB-028-18) be approved, any interim charges to the Natural Areas project will be reimbursed from the new capital project. This approach ensures the Peche Island project progresses without impacting ongoing Natural Areas initiatives while maintaining transparency and accountability in the use of City funds.

If any additional funds are identified as being required in excess of the \$600,000, a budget request will be identified as part of the development of a future capital budget.

If the external grant application is successful, the grant funding would be applied to offset future costs, thereby reducing the overall financial impact to the City.



**Consultations:**

Michael Dennis – Manager, Capital Planning & Reserves  
Tony Ardovini – ED, Financial Planning/Deputy Treasurer  
Michelle Moxley-Peltier – CEP Project Administrator, Environmental Sustainability & Climate Change  
Erika Benson – Financial Planning Administrator  
Darron Ahlstedt – Supervisor, Parks Development  
Laura Ash – Project Lead, Parks Development  
Karen Alexander – City Naturalist & Supervisor Nat. Areas, Parks & Facilities  
Fina Pirrone – Executive Initiatives Coordinator, Community Services

**Conclusion:**

The Peche Island Preservation Project presents an important opportunity to restore and enhance the island's interior channels, support the establishment of wetland vegetation, improve aquatic habitat, and increase resilience to future water level variability. The phased approach allows for early regulatory consultation, informed design refinement, and preparation for tendering and construction.

Phase 1 has recently commenced, focusing on preliminary assessment, conceptual design, and initiation of regulatory consultation. Phase 2, would include detailed design, regulatory approvals, and construction activities. These efforts are intended to support the long-term ecological function of the island, maintain interior channels and wetland vegetation, and ensure Peche Island remains a natural resource for the community and future generations.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Wadah Al-Yassiri	Manager, Parks Development
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Jamie Scott	Executive Director, Parks, Recreation & Facilities (A)
Michael Chantler	Commissioner, Community Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

**Subject: 2026 Proposed Operating Budget Amendment Report - City Wide**

**Reference:**

Date to Council: January 26, 2026  
Author: Tony Ardochini  
Executive Director, Financial Planning and Deputy Treasurer  
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Financial Planning  
Report Date: 1/7/2026  
Clerk's File #: AF/15032

**To:** Mayor and Members of City Council

**Recommendation:**

**For the meeting of January 12, 2026:**

THAT City Council **RECEIVE** the Administrative 2026 Proposed Operating Budget Amendment Report as additional information in support of the 2026 Proposed Operating Budget Amendments

**For the meeting of January 26, 2026, or alternative date as determined by City Council and including such time needed until the 2026 Operating Budget is considered to be approved:**

THAT City Council **PROVIDE DIRECTION** with regards to the 2026 proposed operating budget amendments which are reflective of a proposed overall levy increase of 0%, including any further amendments that which may be considered; and,

THAT City Council **APPROVE** the required transfers to and from various funds which have been identified and included in the 2026 Proposed Operating Budget Amendments; subject to any further amendments that have been proposed by City Council and are considered approved; and,

THAT the City Treasurer **BE AUTHORIZED** to process budget adjustments during the fiscal year, which do not change the overall approved property tax levy; and

THAT City Council **APPROVE** the 2026 Schedule of Fees detailed in the supplemental budget document; subject to any further amendments that have been proposed by City Council and are considered approved; and,

THAT the Fees & Charges Bylaw of record **BE AMENDED** to reflect the 2026 Schedule of Fees.

### Executive Summary:

The City of Windsor follows a base budgeting process for purposes of preparing the annual Operating budget. A base budget is the recurring, fundamental funding allocated annually to cover ongoing operational needs, like salaries and essential services, serving as the stable starting point for an organization's financial plan, distinct from one-time project funds. It represents the minimum financial resources required to maintain existing services. Changes in the form of budget amendments (i.e. increases and decreases) are then identified and brought forward as budget issues for City Council to deliberate and approve. This process has been in place since the early 2000's and remains consistently applied when preparing and presenting the operating budget documents for public review.

According to Scotiabank's Economic Forecast "Canada's outlook remains consistent with a modest, uneven expansion. We expect GDP growth to slow modestly from 1.7% in 2025 to 1.5% in 2026 but improve to 1.8% in 2027. The recovery is mainly supported by fading trade war effects on export growth and government policies aimed at supporting growth, particularly business investment."

On December 29, 2025, Mayor Dilkens tabled the 2026 Proposed Operating Budget Amendments. The 2026 Gross Operating Budget, as proposed, is approximately \$1.23B, which is \$40M or 3.4% higher than in 2025 (approximately \$1.19B).

The net municipal levy, which will be funded through property taxes (for existing taxpayers) remains at \$504,956,895. This represents an increase of 0% over the 2025 municipal tax levy and includes a 2.78% reduction in City departmental operating budgets, a 1.37% increase to budgets of Agency, Boards and Committee's (ABC's) and the final increase of 1.41% previously approved as part of the City's Asset Management Plan (AMP). Recommendations with regards to increases to the base budget reflecting service enhancements were brought forward on the basis that there would be no impact to the municipal tax levy.

	2026 Levy \$ Impact	2026 Levy % Impact
City Departments (Reductions to the Base Budget)	(\$14,045,545)	(2.78%)
City Departments (Increases to the Base Budget)	\$0	0.00%
Agencies, Boards & Committees (ABC's)	\$6,911,553	1.37%
Asset Management Plan (AMP) & Local Residential Roads	\$7,133,992	1.41%
<b>Total</b>	<b>\$0</b>	<b>0.00%</b>

After an extensive administrative and Mayoral review, the budget impact of 0% represents a budget that limits service impacts to existing core City services. It should be noted that this budget also incorporates the use of various reserves to mitigate levy increases and provisional allowances that have been developed using very conservative assumptions.

As in previous years, City departments were encouraged to bring forward any increases required to maintain current service levels. Where appropriate these increases have been offset by reductions realized through revenue increases, operating efficiencies, and alternative funding sources. In addition, further reductions have been recommended, which serve to mitigate inflationary pressures.

Administration undertook a very detailed review of the 2026 budget submissions with enhanced scrutiny of all revenues and expenditures. The 2026 Proposed Operating Budget Amendments are significant, however ensure the preservation of the important core services currently being provided to the community, while at the same time balancing the need for service enhancements, and services that support future growth.

## **Background:**

At its meeting of July 14, 2025, City Council received Report C95/2025 entitled 2026 Budget Process & Timeline (C95/2025). Through this report, City Council was provided with preliminary budget development timelines along with highlights of the proposed budget development process. Key elements which would inform the budget development process included:

- Public consultation through departmental engagement and Ward meetings;
- Continuation of internal service delivery reviews;
- Budget adjustments identified as a result of quarterly variance reporting;
- Tariffs and economic uncertainty;
- Inflationary pressures, and
- Council directives as provided throughout 2025.

On October 23, 2025, the Mayor issued Mayoral Decision MD 23-2025:

*“That City Administration prepare a proposed 2026 budget that achieves a 0% tax levy while maintaining funding for the City’s Asset Management Plan, and continues to invest in infrastructure, growth, and development through the 10-year capital plan to include the largest local road rehabilitation and repair program in the City’s history.”*

## **Budget Development Process**

The City of Windsor follows a base budgeting process for purposes of preparing the annual Operating budget. A base budget is the recurring, fundamental funding allocated annually to cover ongoing operational needs, like salaries and essential services, serving as the stable starting point for an organization's financial plan, distinct

from one-time project funds. It represents the minimum financial resources required to maintain existing services. Changes in the form of budget amendments (i.e. increases and decreases) are then identified and brought forward as budget issues for City Council to deliberate and approve. This process has been in place since the early 2000's and remains consistently applied when preparing and presenting the operating budget documents for public review.

In 2023, the Provincial Government announced *Strong Mayors, Building Homes Act, 2022, (Strong Mayor Powers)* which granted special powers and duties to heads of council to 26 additional municipalities across Ontario, including Windsor. In accordance with this new legislation and as it relates to municipal budgets, the head of council must propose a municipal budget prior to February 1 of the year to which the budget relates.

Further to this, once the budget is considered tabled it must be open for a period of no more than 30 days. During this 30-day period, public meetings with City Council may be scheduled to allow for discussion and debate of the proposed budget. These meetings have been structured to allow for public delegations followed by deliberations of City Council. However, additional meetings may be scheduled which would allow for a review of budget submissions in further detail. Should City Council wish to amend the proposed budget, an amendment resolution would need to be passed prior to the expiry of the 30-day period.

Under the new legislation, within 10 days after a resolution of City Council, the head of council can veto the amendments made by City Council or adopt the budget as amended. City Council then has 15 days in which to override the head of council's veto with support of two thirds of the members of Council, the head of council holding a vote.

Upon completion of the review process outlined above, the annual budget is deemed approved.

While there has been an introduction of new timelines with regards to the tabling and review of the annual budget, the process by which the annual operating budget is developed has not changed.

Consistent with the process outlined to City Council and with consideration to the Mayoral directive, Administration, through the Corporate Leadership Team, conducted extensive departmental reviews with a focus on expense reductions and revenue generation strategies incorporating alternative service delivery models, technology enhancements, and maximization of recoveries from grants or upper levels of government funding. Service enhancements were also put forward as part of the development process for review and consideration. However, in light of current economic circumstances, any service enhancements were required to also identify an alternative funding source so as to not impact the levy requirement from existing taxpayers.

The City's Agencies, Boards, and Committees (ABCs) were also asked, as part of their budget requests, to keep their 2026 budget requests at the approved 2025 amounts and to identify the impact of a 5% reduction *below* their 2025 funding levels to help reduce the City's overall budget needs for 2026. While this reduction request was made, it is

important to note that these budgets require the approval of independent Boards which fall outside of Administration's direct control.

This report serves to provide City Council with an overview of the items which have been brought forward as part of the 2026 Proposed Operating budget and is before City Council for deliberation. This report should be read in conjunction with the supplemental budget documents and additional reports prepared by Administration.

## **Discussion:**

### **Administrative Comments on the 2026 Proposed Operating Budget Amendments**

#### **Economic Outlook for 2026**

The following excerpts have been taken from Scotiabank Global Economic Outlook released December 11, 2025. This information is provided to Administration through the year and has helped to inform the decisions and recommendations being brought forward in the 2026 Proposed Operating Budget.

"Canada's outlook remains consistent with a modest, uneven expansion. We expect GDP growth to slow modestly from 1.7% in 2025 to 1.5% in 2026 but improve to 1.8% in 2027. The recovery is mainly supported by fading trade war effects on export growth and government policies aimed at supporting growth, particularly business investment. As we have noted before, Canadian governments are focused on deploying policy tools to strengthen the economic outlook and boost investment.

Although historical revisions have reduced the amount of excess capacity, the economy still operates with excess supply. We expect the recovery to help close this gap by early 2027. Weak demand will gradually bring inflation closer to the Bank of Canada's target, but this process will take time. Underlying inflation remains elevated and has been slow to adjust despite weak growth and excess supply—a sluggishness we expect to persist as the recovery unfolds.

We continue to believe that slow inflation moderation and persistent upside risks, combined with an economy operating close to capacity, are likely to prompt the Bank of Canada to raise rates in the second half of 2026, bringing the policy rate to the mid-point of the Bank of Canada's range for the neutral rate."

This information is further confirmed through the Business Development Bank of Canada (BDC). Excerpts from their December 9, 2025, release are noted below.

"As we know, the Canadian economy faced headwinds in 2025. The imposition of tariffs by the United States and China on Canadian exports had a definite impact on our economic growth.

The new year is shaping up to be another turbulent one, as the renegotiation of the United States–Mexico–Canada Agreement (USMCA) will once again create a climate of uncertainty that will hamper the country's economic activity. Canada's GDP is expected to grow by a modest 1% in 2026, down slightly from 2025, which is expected to close with 1.2% growth."

## **General Overview**

Despite the challenges of economic uncertainty due to US tariffs impacting our local job market and Federal restrictions on international students impacting our post-secondary institutions, the City of Windsor is expecting to benefit from significant growth over the next five to ten years, largely due to infrastructure investments which will support the planned development of Sandwich South. The 2026 Proposed Operating Budget for City Departments positions the City for future growth and development while continuing fiscal restraint during these uncertain economic times until such time as additional revenue in the form of property taxes, development and permitting fees in addition to other non-tax related revenues can be realized. The Corporation has faced a number of years in which budgets were reduced and realigned, and where service efficiencies were stretched in order to continue providing core services in the most efficient and fiscally responsible manner possible. Legislative changes imposed by senior levels of government, social and economic factors impacting human and health services as well as continued inflationary increases projected for 2026 necessitated a more in-depth review of service delivery and rationalization of costs previously funded through the tax levy. The 2026 Proposed Budget continues to ensure that core base services to residents of the City of Windsor remain in place for the next fiscal year however, the focus has continued to shift the cost of service from taxpayers as a whole onto those that drive service demands.

The development of the 2026 budget has been an extremely challenging process as the cumulative effect of inflation rates continue to drive up the cost of goods and services that impact the City's operating and capital budgets. Negotiated salary and wage increases, as a result of collective bargaining, further strain operating budgets. Although challenging, the proposed 2026 operating budget achieves a tax levy increase of 0% and retains City Council's commitment to keeping tax levy increases below the rate of inflation. In fact, a 0% increase is significantly below the municipal blended CPI (calculated based upon the weighted average CPI and Construction Price Index impacting municipal services) for 2026, which has been calculated to be 2.4% as of the time this report was written.

The 2026 Gross Operating Budget, as proposed, is approximately \$1.23B, which is \$40M or 3.4% higher than in 2025 (approximately \$1.19B).

The net municipal levy, which will be funded through property taxes (for existing taxpayers) remains at \$504,956,895. This represents an increase of 0% over the 2025 municipal tax levy and includes a 2.78% reduction in City departmental operating budgets, a 1.37% increase to budgets of Agency, Boards and Committee's (ABC's) and the final increase of 1.41% previously approved as part of the City's Asset Management Plan (AMP).



	2026 Levy \$ Impact	2026 Levy % Impact
City Departments (Reductions to the Base Budget)	(\$14,045,545)	(2.78%)
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Asset Management Plan (AMP) & Local Residential Roads	\$7,133,992	1.41%
<b>Total</b>	<b>\$0</b>	<b>0.00%</b>

### Net Reduction to City Department Operational Budget

The net reductions to City operating departments are approximately \$14M or 2.78%. It is important to note that while the base operating department budget has been reduced, this reduction comes with limited service cuts.

The net reduction of \$14M was achieved through a combination of base budget increases (\$23.7M) offset by revenue increases and savings achieved through proposed operational efficiencies (\$37.7M). The tables below highlight the major budget drivers that have affected the 2026 Proposed Operating Budget as it relates to City Departments. Further details as to these drivers are outlined below.

<b>Expenditure Increases / Revenue Decreases</b>	<b>\$ Impact (millions)</b>
<b>Contractual Labour Costs &amp; Fringe Benefits</b>	<b>\$11.5</b>
<b>Other Contractual &amp; Inflationary Pressures</b>	<b>\$4.6</b>
<b>Revenue Rationalizations</b>	<b>\$4.5</b>
<b>To Maintain Existing Service Levels</b>	<b>\$3.1</b>
<b>Sub-Total</b>	<b>\$23.7</b>
<b>Expenditure Decreases / Revenue Increases</b>	<b>\$ Impact (millions)</b>
<b>Expenditure Reductions</b>	<b>(\$8.7)</b>
<b>User Fee, Fines &amp; Recovery Increases</b>	<b>(\$7.6)</b>
<b>New Assessment Growth</b>	<b>(\$5.8)</b>
<b>One-Time Dividends</b>	<b>(\$5.0)</b>
<b>Revenue Increases</b>	<b>(\$4.8)</b>
<b>Alternative Service Delivery</b>	<b>(\$4.4)</b>
<b>Reduction in Transfers to Capital &amp; Reserves</b>	<b>(\$1.4)</b>
<b>Sub-Total</b>	<b>(\$37.7)</b>
<b>Total Net Impact (for City Departments)</b>	<b>(\$14.0)</b>

The major drivers increasing the 2026 Proposed Operating Budget are mandated salary and wage increases inclusive of benefits, employer contributions and inflationary pressures. During 2025, negotiations with two of the larger collective bargaining units (CUPE Local 82 & 543) and the Non-Union group resulted in multi-year contracts being executed. Average wage settlements ranged between 2.4% and 3.9% and covered up to four years. Bringing closure to these negotiations provides certainty in terms of future budget forecasting and planning. While the total salary and wage increase for 2025 are projected to exceed \$10.6M, as a result of being able to balance the 2026 capital budget by maximizing external and additional funding sources, this increase has been mitigated through a reduction in discretionary transfers to capital reserves of \$10M. The net result is \$640K increase to the levy requirement.

Further to negotiated salary and wage increases, mandatory increases in employer wage related contributions such as CPP, EI and OMERS, which are calculated as a percentage of wages, were required to be added to base operating budgets. The City is also obligated to fund other benefit increases such as health and dental coverage, WSIB and long-term disability. There is limited discretion in terms of reducing the City's obligations for these benefits.

Administration strives to ensure that services to residents are provided in an efficient and effective manner and as such, the negotiation of contracts for supplies and services over a period beyond one year are undertaken to minimize the impact of inflationary increases which could otherwise occur if purchased on an annual basis. Where possible, annual cost increases are held at CPI or the acquisition price is locked in through bulk purchases. The impact of those pre-approved and awarded contracted cost increases have been factored into operating budgets.

A further driver to cost increases funded through the tax levy is the projected increase in expenditures required to meet tax incentive grant payments previously approved under the various Community Improvement Plans (CIP's). The mandatory tax incentive grant payment is only paid once development has occurred and the conditions of the CIP agreement have been met in full. This increase, projected to be \$4.1 million, is primarily related to the NextStar Energy EV Battery manufacturing plant which commenced operation of the modular factory in 2025 and currently employs over 1,100 people.

As previously reported to City Council, reductions to program funding previously provided by both the Federal and Provincial governments will impact the 2026 Operating Budget, increasing the cost to deliver services. These reductions are a direct result of program realignments, reallocations or funding freezes. Administration continues to lobby upper levels of government to address funding gaps which have been created as a result of the reduction in revenue and has made every attempt to ensure that program and services made available to residents will continue despite the substantial loss in funding through the development of alternative service delivery models. Despite these attempts, the loss in funding which could not be absorbed represents an unavoidable shifting of costs onto the property tax base in order to maintain services.

Notable reductions to revenue previously received and which are required to be funded through the tax levy in order to maintain services are as follows:

Provincial Gas Tax	\$943,800
Ontario Works Bus Pass Funding	\$731,000
Federal Block Funding	\$669,000
Ontario Municipal Partnership Funding	\$562,300
Child Care Administration Funding	\$200,000

The increases to the operational budget have been fully mitigated largely through increased revenue - most notably, increased revenue due to new assessment growth which is projected at 1.1% of 2026 net tax levy or an additional \$5.8M million. While reassessment at the Provincial level through MPAC continues to be placed on hold, new assessment from development and growth remains steady.

Through prudent fiscal management additional revenue from investment yields can be leveraged in 2026. Additional one-time dividends in the amount of \$5M are expected to be received from Windsor Airport (YQG) and Windsor Detroit Borderlink (Tunnel). These additional dividends represent a return on investment which has accumulated within each respective organization as a result of prudent fiscal management generating operating surpluses post-pandemic. The declaration of these dividends to the City represent cash which is available and not needed to fund current operations inclusive of planned capital requirements. These funds can be returned to the City without impacting the services that are being provided by both of these entities. As sole shareholder, the City is obligated to ensure that these entities remain self-sustaining should economic conditions change.

As part of the 2025 Budget development process, a complete review was conducted on all user fees. Council will recall that as part of this review, all user fees were adjusted to reflect annual CPI increases inclusive of past years where increases to the fee had not been made. It was noted that a change in the user fee may not have an impact on operating revenues. In some cases, the fee increase was considered nominal and in other cases, the fee increase was offset by reductions in usage. Regardless of the financial impact of a change in user fee, it is fiscally prudent to ensure that the City's schedule of fees is maintained.

It is important to note that user fees are used to fund specific municipal services such as parking, planning, building that go beyond services being broadly provided and should not be funded entirely by the tax base. To date, there is a variety of user fees, some based upon a user pay principle (full cost recovery), while other services remain partially subsidized by the tax base. For example, in 2019, City Council approved the Recreation Master Plan that included a revised Parks and Recreation User Fee and Pricing Policy. The policy included guiding principles, along with four categories of programs and services that provided different levels of subsidization. The policy outlined a goal of 45% as an overall cost recovery percentage for the Recreation department. This results in the subsidization of 55% of the recreation programs and services. While not guided through policy, Transit services are another example of services which continue to be partially subsidized by property taxes.

The proposed 2026 user fees have been adjusted annually for inflation, while ensuring proposed rates are competitive with surrounding municipalities. A minimum threshold of 3% increase for fees was considered as a baseline adjustment to ensure staff related inflationary pressures were largely recovered in the increased user fees. Given the majority of the cost drivers for City services are personnel related, the 3% baseline reflects the recent collective agreements that resulted in an average of 3.3% increase to salary and wages. The resulting fees were then assessed against any legislative ceilings and market-based comparators with further upward adjustments proposed to maximize revenues while not impacting service demand. As a result of this in-depth review, most user fees have been adjusted for 2026 resulting in an average increase of 3.68% over 2025. Corresponding revenue budgets were also adjusted where appropriate, which served to reduce the final tax levy and are reflected in the 2026 Operating Budget.

Similar to contractual increases which impacted operating expenditures, adjustments for negotiated increases within contracted services provided by the City improved planned revenues. Included in this revenue increase were Transit Student Pass revenue, and delivery of waste collection services to external third parties.

Service reviews were completed for all operating departments with the goal to mitigate cost increases. Approximately \$4.3M of operating costs were identified as recoverable from alternative funding sources. This includes capital projects and grant funding. An additional savings of \$4.4M is being proposed as a result of alternative service delivery options. These options have been developed to achieve program cost savings without materially impacting the services being provided. In addition, a budget issue with regards to programs provided through municipal funding associated with Housing and Homelessness has been brought forward for City Council's consideration. Further details on this budget issue have been included in a P&C memo.

Further to this, and consistent with previous years, departments were encouraged to bring forward opportunities for service enhancements. Many of these service enhancements have been recommended and are being brought forward for consideration. These recommended service enhancements come at no cost to the tax levy.

The 2026 Proposed Budget Amendments also include matters which impact staffing. A majority of these items, in an abundance of caution due to potential labour relations impacts and staff morale, were brought forward as in-camera matters for City Council's consideration. Many of the positions being recommended for reduction are currently vacant and therefore there will be limited impact on individual employees. Some of the reductions in staffing being recommended are tied to departmental restructuring wherein the current services being provided are able to be delivered in an alternative manner which utilizes staff in a more efficient and effective manner, an example being use of improved technology and digitization. Over the past few years, City Administration has implemented strategies to improve employee retention and staff morale. While those matters which do not impact an individual employee have been included in the public documents, the loss of positions, if not appropriately conveyed, can diminish those efforts being made.

New to the 2026 budget development is the process of "frozen" positions. This process has been implemented in an effort to keep the municipal tax levy at 0% while retaining staff complements, acknowledging that with future growth these positions may be required. Positions that have been recommended to be frozen are vacant and therefore there is no immediate impact to individual employees. The salary dollars attributed to these positions have been used to offset tax levy increases. Should salary dollars be needed to fill these positions during the 2026 fiscal year, a request will need to be made that identify the funding source for the position which is non-tax levy. For example, increased revenues through programming or user fees and/or grant opportunities which

arise after the budget is approved could be used to reinstate a frozen position. The ongoing need for these positions, can also be revisited in future years and reinstated through subsequent budget development processes should there be sufficient levy or other funding available.

The 2026 Proposed Budget Amendments also include many provisional items and items for which actual costs cannot be reasonably estimated. While Administration makes every effort to include reasonable estimates based upon the most current information available, many of these items simply cannot be determined. Given the budget pressures a multi-year analysis was undertaken wherein potential cost increases for these types of items will be funded through use of reserves where it can be reasonably estimated that future anticipated revenues will be sufficient to replenish any use of the reserves. Items that fall into this category include expenditures related to insurance premiums, legal claims, and various fringe benefits, including health & dental benefits, employment insurance, group life insurance, long term disability and sick leave gratuity. These items total \$4.6M in anticipated costs that are expected to be funded from reserves in 2026.

### **Agencies, Boards and Committees (ABC's)**

The net proposed increase to ABC's is \$6.9M or 1.37% of the municipal tax levy. Full details with regards to the 2026 budget submissions by the ABC's are included in the Supplemental documents. The chart below indicates the proposed budget for 2026 (note the % change reflects the year over year adjustment to the prior year budget approval and not the overall impact to the municipal levy).

Agency, Boards & Committees	2026 Proposed	% Increase Over PY Budget
Windsor Police Services	<b>\$6,201,256</b>	<b>5.6%</b>
Essex-Windsor Emergency Medical Services (EMS)	<b>\$880,463</b>	<b>5.6%</b>
Windsor-Essex County Health Unit (WECHU)	<b>\$39,595</b>	<b>1.0%</b>
Windsor Public Library	<b>\$0</b>	<b>0.0%</b>
Windsor Essex Community Housing Corporation	<b>\$0</b>	<b>0.0%</b>
Artcite Inc.	<b>(\$750)</b>	<b>(5.0%)</b>
Arts Council Windsor Essex	<b>(\$750)</b>	<b>(5.0%)</b>
The Safety Village	<b>(\$4,562)</b>	<b>(5.0%)</b>
Windsor Symphony	<b>(\$7,500)</b>	<b>(5.0%)</b>
Life After Fifty (Centres for Seniors)	<b>(\$8,622)</b>	<b>(5.0%)</b>
Essex Region Conservation Authority (ERCA)	<b>(\$9,602)</b>	<b>(0.6%)</b>
Handi Transit	<b>(\$66,888)</b>	<b>(5.0%)</b>
Essex Windsor Solid Waste Authority (EWSWA)	<b>(\$111,087)</b>	<b>(1.0%)</b>
<b>Total (All ABC's)</b>	<b>\$6,911,553</b>	<b>4.0%</b>

As a result of a restructuring that took place in September 2025, the financial administration of Windsor Police Services (WPS) was consolidated within the Office of the City Treasurer. Through a line-by-line review of WPS the proposed budget increase of \$6.2M was approved by the Board and allows for continued operations of core services inclusive of the enhanced presence in the downtown core. Finance will continue to work collaboratively with WPS to monitor expenditures and explore opportunities for additional revenue through grant opportunities to limit future budget requests.

On December 5, 2025, Administration was advised that the County of Essex had approved an increase to the overall Emergency Medical Services (EMS) budget. The City of Windsor is responsible for its mandatory share, \$880K of the overall budget as dictated by the regional cost sharing agreement.

On December 15, 2025, Administration was provided with the Essex Windsor Solid Waste Authority (EWSWA) Board approved budget. A net decrease in costs largely associated with a reduction in tipping fees as a result of the transition to Organics, Collection and Processing (Green Bin program) of \$111K has been brought forward. Further comments and details with regards to the 2026 Board approved budget have been provided in a separate report (C4/2026).

City Council has limited discretion with regards to changes to the budget submissions presented by the ABCs. Should further decreases be considered, only dollar values can be recommended as it would be up to each individual Board to determine how the reduction is applied within the respective organizational budget.



## Asset Management Plan

As indicated in the chart above the previously approved Asset Management Plan (AMP) and Local Residential Roads levy will remain in place for one final year, generating an additional \$7,133,992 in 2026 to be directed toward maintenance of the City's existing assets. These investments in the AMP have proven critical to ensuring the City's assets continue to be maintained in "Good" overall condition.

With a sustainable and properly funded AMP there will be fewer impacts to other projects in the capital budget whereby such projects are required to be deferred or reprioritized in order to resolve immediate asset failure priorities. This will also help to stabilize the investment amounts in growth, service enhancements and economic development type projects by avoiding situations where funding from enhancements need to be redirected to fund immediate asset failures. Appropriate and sustainable AMP funding will also allow Administration to be more proactive on addressing asset needs rather than being reactive to situations after they occur thereby improving levels of service when compared to what is currently being experienced.

Further details with regards to the use of the AMP can be found in the 2026 Proposed Capital Budget report (C1/2026).

## Other Operating Budgets

In addition to the 2026 Proposed Operating Budget, there are four separate and distinct operations funded through segregated funds: **Building Permit Operations, Off-Street Parking Operations, Wastewater Operations and Storm Water Operations**. The recommended budget changes and related financial impact, along with the budget issue detail outlining service impacts and risk, are detailed in the accompanying budget documents.

### ***Building Permit Operations (Transfer from Reserves)***

Building permit operations are not funded from the municipal tax levy. Costs included as part of the Building Permit Operations budget are funded by way of an annual transfer from Reserves. For 2026 this transfer reflects \$165K in increased costs associated with building permit operations. As a result of the proposed increases in the 2026 Operating Budget there is a projected draw of \$2M from the Building Permit Reserve. It should be noted that revenues used in the setting of the 2026 proposed budget are based upon conservative estimates using historical data which normalizes trends and peaks in service demands and therefore this transfer does not take into account additional annual revenue to be realized through the issuance of building permits beyond what is typical in a normal year. Any additional revenue is also transferred directly to the reserve on an annual basis and is reported through quarterly variance reports. Should positive economic trends resume, building fee revenue is projected to increase, thereby increasing the balance retained in this reserve. It should be noted that this reserve can only be utilized to offset building related expenditures, and should economic conditions flatten or decline there may be times when significant draws will be required to continue operations with minimal impact. The balance in the Building Permit Reserve as at

November 2025, net of encumbrances, is \$19,756,491. While use of this reserve is restricted, the unencumbered balance of the reserve is factored into the overall financial health of the City.

### ***Off-Street Parking Operations (Transfer to Reserves)***

As a result of proposals contained within the 2026 Operating Budget for Parking Operations, there will be an increased transfer into the Off-Street Parking Reserve of \$757K. The increase in transfer to the reserve is largely a result of the proposed increase in parking revenue from the on-street meter enforcement by adding two hours from 7pm to 9pm, increased parking rates and elimination of cash as a method of on-street parking. Similar to the Building Permit Reserve, results of parking operations after consideration of revenue is transferred to the Off-Street Parking Reserve. Unencumbered balances, which remain in this reserve are utilized for maintenance and repair of parking facilities. The proposed 2026 Capital Plan includes \$7.5M for the Parking Garage Capital Rehabilitation Program for the years covering 2026 through 2035. The balance in the Off-Street Parking Reserve as at November 2025, net of encumbrances is \$699,958. Increased revenue will be required to adequately support the identified repairs and maintenance of the City's parking infrastructure.

### ***Wastewater/Storm Water Operations***

On November 24, 2025, City Council approved the 2026 Wastewater and Storm Water rates (C153/2025) effective January 1, 2026. The approved rates have been used to inform the development of the 2026 Operating Budgets which are also being presented for consideration and approval. As indicated in the rate setting report, using the 2025 total wastewater and storm water budget of \$115.6M, the 2026 rates are expected to generate \$112M in revenue, with the balance of approximately \$3.6M being funded from existing reserves.

Incorporating the need for additional funding within the respective wastewater and storm water budgets for 2026 to meet service demands and targets the 2026 budgets will need to be increased by \$747K and \$1.2M respectively for a total budget increase of \$1.9M. These increases are largely due to projected inflationary increases and represent a 2% increase.

Given that the wastewater and storm water rates have been set the additional budget increases totalling \$1.9M will also need to be funded from existing reserves. The total funding from existing reserves is approximately \$5.5M. The balance of the combined wastewater and stormwater reserves is \$19M, net of encumbrances, as at November 2025.

Utilization of the reserves in order to maintain service levels which ensures that most residential ratepayers continue to pay less than under the previous sewer surcharge model is considered necessary to transition residential property owners to the new funding model, however, it should not be considered sustainable. Reasonable annual

increases will be required in the future to meet the operating and capital expenditures that will be necessary to maintain, upgrade and improve both wastewater and storm water assets.

Specific details regarding each of these increases are included within the budget documents. Further details with regards to both the Wastewater and Storm Water budget is outlined in a companion budget report C 3/2026.

### **2026 Storm Water Budget**

	<b>2026 Recommended</b>	<b>Change</b>
2025 Base Budget	\$ 53,048,089	
2026 Proposed Increase	\$ 746,580	
<b>Total Operating &amp; Capital</b>	<b>\$ 53,794,669</b>	<b>1%</b>

The \$747K increase to the Storm water budget is largely a result of inflationary increases resulting in a 1.4% increase.

### **2026 Wastewater Budget**

	<b>2026 Recommended</b>	<b>Change</b>
2025 Base Budget	\$ 62,616,468	
2026 Proposed Increase	\$ 1,185,286	
<b>Total Operating &amp; Capital</b>	<b>\$ 63,801,754</b>	<b>2%</b>

The \$1.2M increase to the Wastewater budget is largely as result of operational increases related to staff recoveries, increase in insurance premiums, increased billing fees and inflationary pressures resulting in a 2% increase.

### **Council Review and Approval of the 2026 Operating Budget**

Following the release of the 2026 Proposed Operating Budget Amendments, City Council has a 30-day period upon which further amendments may be proposed. Should City Council determine that amendments are required to the 2026 Proposed Operating Budget, which reflect priority items that have not been put forward, the impact to the municipal tax levy should be keep in mind.. As outlined in this report, keeping this operating budget at a 0% tax levy increase has required the strategic reduction of certain provisional items and transfers to/from reserves where possible. Further increases proposed through Council amendments would require reconsideration in terms of any additional room that may be available, a reduction in another area, or would result in an increase to the municipal levy.

Administration will make all attempts to assist City Council in determining the impacts, however, Administration will only be able to measure the overall impact based upon all amendments collectively, once known.

### **Risk Analysis:**

At its core, a municipal budget is a projection of inflows and outflows for the coming year. Due to the timing of the budget preparation and approval, many of these projections are based upon assumptions using data that is available to date. Additionally, these projections take into account future events and circumstances, which are often out of the control of the municipality. Therefore, as with any budget, there are certain risk factors that are evaluated. The following is a list of some of the most important of those risks along with related mitigating measures.

1. Impacts of Provincial changes to municipal grants such as OMPF, Transit Gas Tax, and Human/Health Services funding as indicated will have significant impacts on expected revenue, municipal operations and service delivery. As part of the 2026 budget development process, Administration will continue to monitor changes in the provincial budget, related legislation and regulations, and will consider such impacts including changes to service delivery going forward through variance and year end reporting.
2. Negotiations leading to wage settlements across various collective bargaining groups, with some wage settlements well above the rate of inflation being awarded by arbitrators to the public safety groups (Police, Fire & Ambulance), continue to have a significant impact on the municipal budget. This is especially important as public safety services account for the largest share of the municipal tax levy. In addition, negotiations with two of the larger bargaining units, being CUPE L543 and L82, result in increases to the 2026 operating costs. The 2026 budget includes all known wage increases and includes a provisional item for those contracts that are not yet settled.
3. Fuel related costs have been extremely volatile over the last several years. While average fuel prices have decreased recently, there remains the risk that a global crisis may increase fuel costs in the future. Administration will continue to monitor fuel price fluctuations utilizing bulk purchase or hedge contracts to mitigate the risk of future increases.
4. Winter control costs have generally been lower than average in the last couple of years. Given the recommended reduction of the winter control budget in recent years, the potential does exist for negative variances if a particularly severe winter season is experienced. Mitigation would need to come from reduction in other operating expenses or one-time funding.
5. Increasing utility costs, especially for the provincial portion of the hydro bill. All utility costs are estimated during the budget process. This risk is mitigated by conservation efforts and regular monitoring of utility accounts for unexpected variances.

6. Insurance Costs have continued to fluctuate over the last few years, and the City continues to explore options to lower the premiums going forward. Cyber insurance is an area that, similar to other organizations, has been difficult to secure coverage at a reasonable cost. Increases in insurance premiums has been recommended as part of the 2026 Proposed Budget Amendments to be funded through a dedicated reserve fund.
7. Consumer prices in Canada remain relatively low with an average CPI (Rate of Inflation) at 2.0% (January through November). Municipalities however are not impacted by general CPI rated items such as food and rent. Mitigation comes from the use of a blended municipal rate which looks at a weighted assessment of general CPI and Construction Price Index which averaged 2.4% for 2026. Based upon economic forecasts, inflation for 2026 is expected to remain flat.
8. Over the last several years, Provincially and Federally funded programs have allowed the City the ability to recover corporate overhead charges applicable to these programs. Should these funding envelopes change, cost reductions would need to be considered to absorb the significant revenue reductions elsewhere by cutting services or by raising fees or taxes. Mitigation comes from continued advocacy for the program funding support.
9. As indicated in the discussion section, the 2026 proposed budget amendments include provisional items, which include reductions in previously budgeted transfers to specific reserve accounts and increases to certain revenue accounts. These reductions have been put forward strategically on the basis that the likely outcome will be better than previously projected. In addition, for 2026 significant additional temporary funding has been used to offset budget pressures. While some of these temporary funding sources may continue in the future, others are not sustainable and will need to be offset by a combination of reduced levels of service and future tax levy increases.

## **Climate Change Risks:**

### **Climate Change Mitigation**

Climate change mitigation initiatives are budgeted throughout the organization and form part of the individual budget submissions.

### **Climate Change Adaptation**

Climate change adaptation initiatives are budgeted throughout the organization and form part of the individual budget submissions.

## **Financial Matters:**

Financial matters with regards to the 2026 Proposed Operating Budget Amendments are discussed in detail throughout this report.

As always, Council may wish to make further adjustments to the proposed budget impacts (reductions or additions) and identify alternative reduction options to amend the current municipal tax levy impact of 0%.

Other financial matters are discussed below.

### **Property Tax Implications as a result of the 2026 Proposed Budget**

It should be noted that the final change in property taxes for individual taxpayers will not be known until City Council has made a decision as it relates to the 2026 tax policies, which is typically completed after the budget has been approved. Notwithstanding that the MPAC reassessments will not be completed for 2026, inevitably, given various and ongoing changes in assessment values, there is a shifting of the tax burden between property classes and amongst individual property owners within each property class. Further, there are many other decisions in consideration of provincial tax policies, which are to be made by Council that can impact the distribution of the municipal tax levy. Final impacts to each of the classes will not be known until the final property tax policy decisions are approved by City Council. Additionally, the taxes paid by taxpayers include an Education amount, which is mandated by the Province of Ontario.

### **Increasing Reserves**

Over the last decade, through Council approved reserve enhancement strategies, the City's reserves have continued to increase with the balance in excess of \$547.2 million as at January 1, 2025. While this level of fiscal health is acknowledged it is still considered to be lower than peer municipalities.

Maintaining higher reserve balances leverages additional investment income to be realized through higher rates of returns being offered on medium to longer term investments. Higher reserves also serve to facilitate internal funding of capital projects which avoids the issuance of tax funded debt and payment of interest externally to financing institutions.

Included in the 2026 Proposed Operating Budget is an annual transfer to the Budget Stabilization Reserve (BSR) of \$2.4 million. Further, and to supplement this annual transfer, Administration will close out any year end surpluses which can include the receipt of additional revenues through grants and subsidies that are not earmarked for projects or programs. These annual transfers ensure that the BSR continues to be replenished as matters which require funding are identified.

The BSR was established and is drawn upon throughout the year for items that are unplanned or unexpected. There are no budget amendments identified in the 2026 Proposed Operating Budget Amendments that are recommended to be funded from the BSR. Further, the 2026 Proposed Budget Amendments, maintains most of the existing approved transfers to reserves. Where cost pressures are funded by way of a transfer from reserves, this transfer was recommended based upon a strategic review of operational funding under a multi-year lens. In some cases, this meant a deferral of expenditures to future years to better align resource requirements with funding opportunities or utilization of existing reserves until such time as expected future

revenues are realized. While the use of reserves, as a long-term funding strategy is not considered to be sustainable, short-term draws, which can be expected to be recovered in the future, serves to keep the tax levy increase at an acceptable and consistent level.

## **Budget Adjustments**

Budget adjustments refer to the changes made to the overall approved net operating budget to account for variations in revenue, expenses, or unforeseen circumstances that may arise after the budget has been approved. These adjustments may include increases or decreases in various budgeted line items, however, the total sum of all budget adjustments must net to zero (i.e. must have no impact on the overall tax levy required to balance the budget) in order to maintain the overall net budget that has been approved by the Mayor and endorsed by City Council. The recommendations in this report seek approval for the City Treasurer to affect any budget adjustments that may be deemed necessary.

## **Consultations:**

The 2026 Proposed Operating Budget Amendments were developed in consultation with City Departments; City-funded Agencies, Boards & Committees (ABC's), and the Mayor's Office.

## **Conclusion:**

The 2026 Operating Budget being proposed reflects a net municipal levy requirement of \$504,956,895. In total, the changes result in an overall municipal levy impact of 0%.

## **Planning Act Matters:**

N/A

## **Approvals:**

<b>Name</b>	<b>Title</b>
Tony Ardovini	Executive Director Financial Planning and Deputy Treasurer
Michael Chantler	Commissioner, Community Services
David Simpson	Commissioner, Infrastructure and City Engineer
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Andrew Daher	Commissioner, Corporate Services
Dana Paladino	Commissioner, Human and Health Services (A)
Janice Guthrie	Commissioner Finance and City Treasurer

<b>Name</b>	<b>Title</b>
Ray Mensour	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>

**Appendices:**

N/A



**Council Report: C 1/2026**

**Subject: 2026 Proposed Capital Budget - City Wide**

**Reference:**

Date to Council: January 26, 2026

Author: Natasha Gabbana

Executive Director, Capital Planning and Corporate Energy

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519-255-6100 x6111

Capital Planning and Corporate Energy

Report Date: 1/5/2026

Clerk's File #: AF/15032

**To:** Mayor and Members of City Council

**Recommendation:**

**For the meeting January 12, 2026:**

THAT City Council **RECEIVE** the 2026 Proposed Capital Budget report in support of the 2026 10-Year Proposed Capital Budget.

**For the meeting January 26, 2026 or alternative date as determined by City Council and including such time needed until the 2026 Capital Budget is considered to be approved:**

THAT City Council **PROVIDE DIRECTION** with regard to the 2026 10-Year Capital Budget documents reflective of \$2,259,082,195 in total funding, inclusive of funding required for pre-commitments and placeholders; for 2026 capital projects totalling \$317,264,628; and for the recommended allocation of the 2027 through 2035 available funding for capital projects totalling \$1,941,817,567, including any further amendments that may be proposed for consideration; and,

THAT City Council **APPROVE** the reallocation of funding sources for previously approved pre-committed funding, as well as the pre-commitment of additional funding for the 2026 through 2030 funding years, as identified in the applicable individual project summaries provided as part of the 2026 Proposed Capital Budget documents, and that these funds be made available for immediate use; subject to any further amendments that have been proposed by City Council and are considered approved; and,

THAT the City Treasurer **BE AUTHORIZED** to process in-year adjustments to projects approved in the 2026 Proposed Capital Budget and all projects approved and established as part of previous budget and/or Council-approvals, where those funding adjustments do not impact the overall individual project budgets or the total approved capital funding for that specific year.

### **Executive Summary:**

N/A

### **Background:**

At its meeting of July 14, 2025, City Council received a report from the CFO & City Treasurer entitled 2026 Budget Process & Timeline (C95/2025). Through this report, City Council was provided with preliminary budget development timelines along with highlights of the proposed budget development process.

Further, on October 23, 2025, the Mayor issued Mayoral Decision MD 23-2025:

*“That City Administration prepare a proposed 2026 budget that achieves a 0% tax levy while maintaining funding for the City’s Asset Management Plan, and continues to invest in infrastructure, growth, and development through the 10-year capital plan to include the largest local road rehabilitation and repair program in the City’s history.”*

### **Capital Budget Development Process**

Under Section 290 of the *Municipal Act*, municipalities must prepare and adopt annual budgets, which include both operating and capital estimates. Ontario municipalities traditionally prepared 5-year capital plans, but the timeline shifted with the introduction of Bill 6 – The *Infrastructure for Jobs & Prosperity Act, 2015* and the related Ontario Regulation 588/17 - Asset Management Planning for Municipal Infrastructure. Report C106/2017 - 2018 Proposed Budget Process and Timeline, approved with CR474/2017, outlined the Provincial requirement for the City to transition from a 5-year capital plan to a 10-year capital plan with the City making this change by first implementing a 6-year plan in 2018, a 7-year plan in 2019, an 8-year plan in 2020, followed by a 10-year plan in 2021 and to present.

Similar to the annual operating budget, as of 2023 and pursuant to special powers and duties granted to heads of council by the Province, the 10-year capital budget must be tabled by February 1st of each calendar year and follows the legislative process as outlined in the Act.

Despite the adoption of the new rules for the tabling of the capital budget, since the early 2000’s, the City has followed a consistent approach to capital budget development. The process begins early in the summer with a departmental review of changes which impact capital projects that were previously approved in principle as part of the prior year budget deliberations. These changes can be the result of several factors such as changing demands, higher than expected tender prices, unexpected

infrastructure needs and/or matching funding requirements for grants. Additional projects are also brought forward at this time based on new information and identified Council priorities, including those projects which are developed for the 10th year of the plan, which in this case covers 2035.

As is the case in most budget years, the majority of changes to the 2026 Proposed Capital Budget represent the movement of funds to accommodate changes in construction schedules, adjustments for increased pricing and inflation, and address previous pre-commitments of Council. Changes can also occur to allow for projects with the ability to proceed to be fully funded in order to allow them to be completed. With respect to major road, sewer and other supporting infrastructure work, significant reallocations of funding may be made in order to prepare for and/or advance priority work.

As departmental staff and project leads work through this review, the Capital Planning and Reserves team performs an analysis to determine if total funding from the various capital funding sources is being maximized. Current balances, encumbrances and projections are reviewed to ensure that funding estimates represent up-to-date and accurate information. Projects are also reviewed to ensure that the appropriate funding source has been used in providing funds to carry out the project.

This collaborative process between departmental and finance staff culminates with a series of CLT and CAO level reviews where changes to the previously approved in principle capital plan are reviewed to ensure that priority works have been adequately assessed and funded. Where funding requests exceed available funding levels, further administrative analysis is undertaken to determine which projects can be deferred, reduced in scope or scale, or potentially removed from the proposed budget altogether. These decisions inform the development of the 2026 Proposed Capital Budget documents currently before Council.

The 2026 Proposed Capital Budget has been developed in compliance with Mayoral Decision (MD 23-2025) and supports record capital investments in roads and road-related infrastructure, while ensuring the Asset Management Plan levy is maintained to support the ongoing maintenance and repair of the City's existing infrastructure.

## **Discussion:**

### **Overview of the Capital Budget Documents**

The 2026 Proposed Capital Budget identifies investments totalling \$2.26 billion. A summary of the capital budget expenditures by year and their funding sources is provided in **Section 1 – Executive Summary**. This section provides information on the major categories used to classify projects, identifies the available funding sources used in balancing the capital plan, and provides information on the split between Service Sustainability investments and those that are classified as Economic Development, Growth, Service Enhancements and Agencies, Boards, and Committees (ABC's) funded projects.

**Section 2 – 10-Year Capital Project Listing by Major Category** identifies all recommended capital investments by Major Category: Roads Infrastructure; Sewers Infrastructure; Transportation; Parks and Recreation; Corporate Property Infrastructure; Corporate Technology; Community and Economic Development; Capital Reserve Replenishment and ABC's. These categories are important to understanding how the capital budget is allocated across all municipal service areas.

Finally, **Section 3 – Capital Project Summaries**, provides detailed information on each of the individually recommended projects inclusive of project description, timing, scope total funding, and funding source.

### **Pre-Committed and Placeholder Funding**

Over recent years, the City has adopted a practice of pre-committing capital funds in certain circumstances. Pre-committed funds allow priority projects to proceed immediately, regardless of the year in which funding is identified in the capital plan. Where funding is advanced, internal financing costs for the unfunded period are incorporated into the project budget.

Pre-committing funds provides several advantages. For multi-year projects, approving funding annually would result in higher costs due to smaller, phased tenders and extended construction timelines. As tenders cannot be issued without approved funding in place, pre-committing multiple years of funding enables larger tenders, reduces start-and-stop construction, and lowers overall project costs. This approach also supports bulk purchasing of major assets, such as playground equipment and buses, allowing the City to take advantage of volume pricing. The pre-commitment of funds also helps mitigate the impact of major projects on any single year of the capital budget. Spreading funding across the 10-year capital plan preserves capacity for other projects while fully securing funding for large-scale works. In addition, pre-committing funds provides flexibility where assets fail earlier than anticipated, allowing urgent work to proceed without deferring or cancelling other planned projects.

Placeholder funding differs from pre-committed funding in that it reserves funds for priority projects that are still under development or awaiting grant approval. Placeholder funding cannot be released to a specific project without formal approval but ensures that funds remain available should the project proceed or a grant be awarded, at which point the funding may be pre-committed.

The 2026 Proposed Capital Budget includes \$371.6 million in pre-committed and placeholder funding, which represents approximately 16.4% of all available funding in the 10-year plan.

## **Asset Management Plan Investments**

The City's 2018/2019 Asset Management Plan (AMP) identified the investment required to sustain core infrastructure assets and maintain established levels of service, supported by a proposed financing strategy. Council approved the 2018/2019 AMP through CR424/2019 and subsequently approved an AMP levy of 1.16% annually for six years (2020–2025) under B57/2020 to address the identified infrastructure gap.

As part of the 2023 budget, Council extended the AMP levy through 2026 to support levels of service related to Homelessness and Housing, including funding for the Repair and Renewal Program for City-controlled public housing and the relocation of the H4 Housing Hub to its permanent location. Council also approved a four-year, annual, Local Residential Road (LRR) levy of 0.25% to fund targeted rehabilitation of local residential roads.

Updates to the Corporate AMP in 2024 and 2025 expanded the asset base to include all remaining City-owned assets, newly added infrastructure, and assets managed by the City's ABCs. Through endorsement of the 2025 Corporate AMP and Proposed Levels of Service, Council reaffirmed its commitment to maintaining both the AMP and LRR levies through 2026.

To date, the adoption of the AMP levy in 2020 has provided cumulative, incremental funding of \$105M through 2025, which has been directly invested in the rehabilitation, renewal and replacement of existing City infrastructure. Once fully implemented in 2026, the levy will represent an increase to the capital budget of over \$36M per year. The LRR levy has provided \$6.8M in cumulative funding to the capital plan, to date. These investments have proven critical to ensuring the City's assets continue to be maintained in Good overall condition.

Ensuring the capital budget reflects the guidelines, principles and recommendations of the AMP is consistent with Ontario Regulation 588/17 and provides for good asset management. It also supports the stipulated requirements for potentially significant grants which require confirmation that best practices surrounding asset management are in place in the municipality.

## **Investments in Service Enhancements and Growth**

The 2026 Proposed Capital Budget identifies \$825.2 million in funding from 2026 to 2035 for investments in service enhancements, growth, economic development and agencies, boards and committee's projects. These investments are informed through approvals of master plans, Council direction and/or legislative requirements. While significant funding has been allocated for various service enhancement and growth initiatives in the 2026 Proposed Capital Budget, there remains a number of key projects which cannot reasonably be funded within the 10-year plan, including items relating to the implementation of longer-term projects identified within the Sewer, Parks, Transit, Central Riverfront and Active Transportation Master Plans, among others. As Council is aware, these types of projects require significant investment and while full capital funding for all of these future projects is not feasible in a single 10-year plan, where

appropriate, a level of funding has been provided to each that will allow for projects in a position to proceed, to do so.

Major growth investments contemplated in the 2026 capital plan continue to focus on the development of Sandwich South, including various hospital support projects, the development of Airport lands, and infrastructure improvements supporting the related road, sewer water, and storm water networks in the area (i.e. Lauzon Parkway, Cabana Road East). Other significant areas of growth include the Banwell Road/EC Row Interchange and Corridor improvements and the Lauzon Parkway Extension to Highway 401. These major works will support the infrastructure requirements of the City's expanding economy and population and will primarily be funded through Development Charges (DC's). Grant and senior levels of government funding are also being sought to support this critical development work.

### **Development Charges**

Development charges are an important component of the capital budget funding strategy and support growth and the development of critical infrastructure that allows for the delivery of various municipal services and amenities. Following completion of the 2020 DC Study, the City experienced strong economic growth, prompting Council to approve the early initiation of an updated DC Background Study in 2024 (CR78/2024) to reflect updated growth projections, infrastructure needs, and costs for both City-wide and Sandwich South Planning District future infrastructure needs.

In 2025, economic uncertainty driven by U.S. import tariffs affecting the regional manufacturing sector, combined with recent and ongoing Provincial legislative changes to the *Development Charges Act*, increased uncertainty in forecasting DC revenues. In response, the DC Task Force recommended maintaining current DC rates for up to five additional years, with annual indexing.

The 2026 Proposed Capital Budget includes \$240.5 million in DC-funded projects in the 10-year plan. Administration will continue to monitor legislative changes and intends to resume the DC Background Study update in the Fall of 2026, with a new DC Bylaw targeted for Spring 2027. In the interim, Council has approved the strategic use of debt to address critical growth-related infrastructure needs, to be repaid as DC revenues are realized, ensuring that growth continues to pay for growth.

### **Long Term Debt Considerations**

The City's consolidated long-term debt is projected at \$116.1 million at year-end 2025, down from a peak of \$230 million in 2002. While debt levels have generally declined, Council has approved strategic borrowing for housing initiatives through WECHC, the NextStar battery plant land acquisition, and recent economic development projects, including the future regional acute care Fancsy Family Hospital, airport lands development, and major transportation investments. As a result, consolidated debt is projected to reach \$147 million by 2030. This level of debt is well below historical peaks,

and given the strategic use of debt to fund key priority projects, the proposed debt is expected to be primarily non-tax levy funded.

Long-term debt as a percentage of total financial assets has declined from approximately 68% in 2003 to 7.26% in 2024 (audited). This low debt level provides the City with flexibility to use debt as one of several funding strategies to address significant long-term capital needs. In short, meeting future infrastructure demands, including major new or replacement facilities, will require debt as part of a balanced financing approach.

## **Grant Funding**

Grant funding plays a significant role in supporting the work that can be undertaken in the capital budget. Since 2017, when the grants function was consolidated within the Capital Planning and Corporate Energy department, a total of \$453.5 million in senior level government and other partnership funding has been successfully applied to and awarded. In 2025 alone, \$126.4 million in funding was secured via grant and other partnership opportunities; and it is expected that large dollar grants that support major infrastructure development specifically for housing, community partnerships and other provincial priorities will continue to be announced as federal and provincial priorities are set. Major funding support for the Banwell Road/EC Row Interchange and Banwell Road Corridor, and through funds such as the Disaster Mitigation and Adaptation Fund, Investing in Canada Infrastructure Program, the Build Faster Fund and the Green Municipal Fund, continue to support numerous capital projects within the capital plan.

Grants from senior levels of government often require confirmation of matching funding. Many grants do not fund projects which are already funded and have already been started by the municipality. In these cases, in order to maximize potential grant funding from senior levels of government, Administration looks for appropriate projects which are included in the forecasted capital plan and that meet the required grant guidelines. Often, this requires the pre-commitment of future funds in order to meet the grant funding requirements.

## **Capital Project In-Year Adjustments**

The City uses multiple funding sources for capital projects, each with specific guidelines for use. Administration often identifies opportunities to use one funding source more effectively for a project than another, but currently requires Council approval to make such swaps, typically through the semi-annual capital variance report.

To streamline this process, the 2025 Capital Budget authorized Administration to make in-year funding adjustments for projects in the 2025 10-Year Capital Budget, provided total project budgets and overall capital funding are unaffected. Other adjustments, including those for projects outside the 2025 budget, still require Council approval.

This report recommends continuing this practice and expanding it to allow the City Treasurer to adjust funding sources for approved capital projects from current and prior

budgets or council report approvals, affecting only currently available funds. Any changes to future funding, pre-committed or otherwise, will still require Council approval.

### **Council Review and Amendments**

Following the release of the 2026 Proposed Capital Budget, Council has a 30-day period to propose amendments. As the 10-year capital plan is balanced, any approved amendments may require reducing or redistributing funding, potentially delaying or removing some projects depending on scope and timing. Administration will assist Council in evaluating funding alternatives, but determining adjustments will require a collective review of all proposed amendments rather than a project-by-project assessment, once all amendments are known.

### **Risk Analysis:**

As is the case in any budget, there are a number of risks that are inherent in its development. The more potentially significant risks include:

**Estimated construction costs.** Rising prices are a concern that municipalities must consider due to the unprecedented inflation experienced by all in recent years, and especially in the Non-Residential Building Construction Price Index. This risk is mitigated by ensuring cost estimates are developed by experienced individuals using professional judgment, along with the inclusion of appropriate inflationary and contingency provisions in the capital plan.

**Uncertainty with regards to externally driven funding streams.** There is a risk that the funding stream projections over the 10-year planning horizon will not materialize to the full extent projected. Most funding streams are known and under the control of the City itself, however, some funding streams are subject to upper levels of government or other external parties which are subject to change. In order to ensure that funding remains balanced, projections are reviewed and updated regularly.

**Development projections and rates.** There is a significant risk for the projects being funded with Development Charges as the bulk of any development charge revenues will be collected after construction is complete with the potential that some of these lands may take some time to be developed, resulting in substantial carrying costs. This risk is mitigated through the use of a multi-faceted financing strategy which will capitalize on existing cash flow, development modeling and third-party funding opportunities such as grants, partnerships, and low-interest loans, where they make sense.

### **Climate Change Risks:**

#### **Climate Change Mitigation**

The City's 2023 Corporate Greenhouse Gas emissions consist of 42% emissions from Buildings, 36% from Transportation, 21% from Water & Wastewater treatment, and approximately 1% from Streetlights. The 2026 Proposed Capital Budget continues to support mitigation efforts through projects that support various energy initiatives at City facilities, including building retrofits and upgrades, and greening of the fleet. As many



grant funding applications support climate change mitigation efforts, planning to incorporate energy reduction measures into the capital plan is imperative when seeking upper-level government funding.

### **Climate Change Adaptation**

The 2026 Proposed Capital Budget includes projects that help the City adapt to climate change, including rising temperatures and more frequent, intense rainfall. Key initiatives include sewer and coastal flood master plan projects, municipal drain enhancements, flood barriers, splash pads, natural area management, and urban forest improvements. These projects reduce flooding risk, support human health, enhance biodiversity, and mitigate climate-related impacts. Continued implementation of flood protection plans and heat-health initiatives is essential for community resilience.

### **Financial Matters:**

The total proposed funding presented in the 10-year capital plan is \$2.26 billion. For the 2026 budget year, total budgeted expenditures of \$317.3 million are being recommended, with a continued focus on Roads and Sewers infrastructure.

Contemplated in the overall investments for 2026 are:

- \$163.8 million for roads
- \$60.0 million for sewers
- \$29.2 million for community services (parks, recreation, facilities, and culture)
- \$5.4 million capital investment in public transit

Notable 2026 investments through the capital plan include many significant road rehabilitation projects and other projects that support development around the NextStar Energy EV battery manufacturing facility, the site of the future regional acute care Fancsy Family Hospital, and further development of the Sandwich South lands, including the servicing of airport lands.

These, along with other noteworthy 2026 capital investments, include:

- \$45.7 million for Banwell Road Corridor improvements
- \$20.7 million for Lauzon Parkway and Cabana Road East infrastructure improvements
- \$8.0 million for the Windsor Essex Community Housing Corporation Capital Repair and Renewal Program
- \$7.6 million for works under the Sewer and Coastal Flood Protection Master Plan
- \$7.0 million for the Playgrounds Replacement Program
- \$5.1 million for upgrades to the Homelessness and Housing Help Hub (H4)
- \$3.8 million for the Minor Road Deficiencies Rehabilitation Program
- \$3.1 million for Provincial Road / Division Road Corridor improvements
- \$6.0 million for Howard Avenue Corridor infrastructure improvements, South Cameron Boulevard to Herb Gray Parkway
- \$2.2 million for Walker Road infrastructure improvements

- \$3.7 million for Tecumseh Road East infrastructure improvements
- \$7.7 million for University Avenue / Victoria Avenue infrastructure improvements
- \$2.8 million for Riverside Drive Vista improvements
- \$2.4 million for Roseland / Little River Golf Courses Asset Replacement / Improvement
- \$1.5 million for a Sandpoint Beach Splashpad

To support this level of investment, Administration reviewed current fund balances along with 2026 to 2035 funding projections to maximize available funds used to support capital-related work. In developing the 2026 Proposed Capital Budget, the following funding sources, among others, were leveraged:

- Increased use of Development Charge funding, supported through enhanced modeling of projected future growth
- Increases in Service Sustainability funding estimates resulting from prior year increases in the municipal tax levy
- Continued application to Grants and Other funding in support of major capital investments
- Use of funding from various dedicated reserves, with enhanced modeling and projections

As previously noted, much of the incremental work in recent years has focused on the need to support the City's growth and will rely on the leveraging of DCs. Should the current growth and development modeling, or future DC rate proposals, not fully materialize, a fulsome review of project priorities, capital funding requirements and growth forecasts will need to be undertaken with recommendations being brought back to Council for consideration. These recommendations could include a reduced pace of development, the identification of alternative funding sources other than DCs, or the reprioritization of existing funding to support growth-related infrastructure needs.

It should also be noted that while the majority of this and previous capital plans have focused heavily on roads and sewers investments, the level of spending seen in the past number of years is unprecedented, with large scale development, investment and growth in the city driving the need for large infrastructure investment. While continued growth is expected, it is unlikely that the current level of 10-year capital spending will continue; however with future growth will come the need to fund other services and amenities such as pollution control upgrades, increased community safety needs, and new amenities such as parks and recreational services to serve newly developed areas.

### **Consultations:**

All City departments, as well as all City agencies, boards and committees, provided input on the development of the 2026 Proposed Capital Budget.

**Conclusion:**

The 2026 Proposed Capital Budget continues to focus spending on priority work and provides for strategic investment in growth and economic development, while adhering to the asset management principles identified in the City's Corporate AMP. Further, as discussed throughout this report, in order to fully fund the planned major capital works identified in the 2026 Proposed Capital Budget, it will be necessary to consider a multi-faceted financial approach that will likely involve the use of external debt as well as financial support from senior levels of government in order to achieve the key strategic economic growth and service enhancement capital investment levels presented within the capital budget documents.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Natasha Gabbana	Executive Director, Capital Planning and Corporate Energy
Michael Chantler	Commissioner, Community Services
David Simpson	Commissioner, Infrastructure and City Engineer
Jelena Payne	Deputy CAO/Commissioner, Economic Development
Andrew Daher	Commissioner, Corporate Services
Dana Paladino	Commissioner, Human and Health Services (A)
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

**Subject: 2026 Stormwater and Wastewater Budget Amendments - City Wide**

**Reference:**

Date to Council: January 26, 2026  
Author: Tony Ardovini  
Executive Director Financial Planning and Deputy Treasurer  
(519) 255-6100 ext. 6223

Financial Planning  
Report Date: 1/6/2026  
Clerk's File #: AF/15032

To: Mayor and Members of City Council

**Recommendation:**

**For the meeting of January 12, 2026:**

THAT City Council **RECEIVE** the Administrative 2026 Stormwater and Wastewater Budget Amendment Report as additional information.

**For the meeting of January 26, 2026 or alternative date as determined by City Council and including such time needed until the 2026 Budget is considered to be approved:**

THAT City Council **PROVIDE DIRECTION** with regards to the 2026 proposed Stormwater and Wastewater budget amendments which are presented as part of the 2026 Proposed Operating Budget, subject to any further amendments that may be considered.

THAT the City Treasurer **BE AUTHORIZED** to fund the 2026 transitional funding and the 2026 budget increases, estimated to be \$5.5M and as detailed in the Financial Matters section of the report from the Wastewater and Stormwater Sewer Surcharge reserves.

**Executive Summary:**

N/A

## **Background:**

On November 24, 2025, City Council approved the 2026 Wastewater and Storm Water rates, along with additional housekeeping program amendments (C153/2025) for implementation on January 1, 2026. These rates then informed the development of the 2026 Wastewater and Stormwater Budget, which are being presented as part of the 2026 Proposed Operating Budget.

This report provides an update on the 2026 stormwater and wastewater budgets, which consider the operating and capital expenditures projected to be required in the coming years due to aging infrastructure and significant climate change impacts on the sewer systems. Inflationary pressures in recent years have added an additional burden to the planned sewer projects that will need to be funded going forward as many of these projects have matching grants that are conditional on project completion. Although the stormwater and wastewater budgets are now separated, many of the expenditures within the budgets include both a stormwater and wastewater component.

The Stormwater budget, along with a 4-year projection (Appendix A) and the Wastewater budget, along with a 4-year projection (Appendix B) are updated annually and submitted in support of the annual City budget. It is important to note that the projections are based on the Watson & Associates' forecasts that were completed for the Stormwater Financing implementation and will be reviewed annually as part of the budget process. Although multi-year projections are provided, Council approves the budget annually based on operational priorities and economic factors.

## **Discussion:**

### **Sewer Assets and Operational Requirements**

The City makes improvements and repairs annually to the complex system of underground pipes, sewers and catch basins. This requires an operating budget to not only maintain the operation of the Pollution Control plants and Pumping Stations, but also for the routine maintenance of the sewer system on an ongoing basis.

The City has two wastewater treatment plants, the Lou Romano Water Reclamation Plant (LRWRP) and the Little River Pollution Control Plant (LRPCP). The LRWRP serves approximately two-thirds of Windsor and accepts sanitary flow from the Town of LaSalle. The LRPCP serves east Windsor and also accepts sanitary flows from the Town of Tecumseh. The flows from LaSalle & Tecumseh are managed on a cost recovery basis.

In addition to the two pollution control plants, the City has 45 pumping stations (6 sanitary, 34 storm and 5 combined), 8 combined sewer overflows (CSO) interceptors, 4 Oil and Grit Separators (OGS) and numerous storm water retention ponds. Pumping stations are a major component of the sewer network as they pump sanitary and storm water to the appropriate locations for either treatment or discharge. All sanitary pumping

stations have back-up power. All storm water pumping stations, with few exceptions, have either back-up power, overflows or excess storage capacity (i.e. storm water retention ponds).

All pumping stations are monitored remotely from the LRWRP. Pollution Control Wastewater Treatment and Collection Operators are licensed by the Ministry of Environment, Conservation and Parks to operate the various facilities and perform regular preventative maintenance to ensure that the pumping stations and plants operate efficiently and without catastrophic failure.

In addition to Pollution Control operations, seventeen employees in the Public Works Operations sewer maintenance area, perform sewer maintenance on the City's sewer network. This service is also supported by the Environmental Services area through their street sweeping program that reduces the debris that enters the sewer system. The Sewer Maintenance Division has a preventative maintenance cleaning program wherein they routinely:

- Maintain sanitary sewers
- Clean storm sewers
- Clean catch basins
- Clean and grade municipal drains and roadside ditches
- Perform sewer locates

This work is supported by the following equipment or crews:

- 4 flushers
- 1 rodder
- 1 set of sewer bucket machines
- 1 interceptor inspection crew
- 1 eel crew
- 2 sewer location/ catch basin cleaning crews

Due to volume and complexity (heavy sedimentation, roots, etc.), it takes more time to clean the City's sanitary/combined sewer network (approximately 5 years for one cleaning cycle, subject to resource availability) than it does to clean the storm water sewers. Storm water sewers, which carry clear rainwater, are not as complicated as sanitary sewers to clean and therefore, it normally takes only 3 years to complete a cycle of cleaning the City's storm water sewer network. Rodding of sewers in areas of the City known for root infiltration occurs continuously and takes approximately 2.75 years to complete one cleaning cycle.

The City has a program in place to video sewers to assess their condition. Contractors are used for this function, as well as with all sewer repair and installations. Additionally, a system is in place to alert staff of upcoming forecasted rain events, which then allows them to proactively monitor the sewer system in order to address as many issues that arise as possible. Additional operating expenditures are incurred for various other sewer-related activities, street sweeping, repayment of debt charges for the LRWRF upgrade and expansion, as well as administrative and support services.

## **Risk Analysis:**

There are several risks to be considered in developing the 2026 Wastewater and Stormwater Sewer Surcharge Budgets, some of which are summarized below:

*Operating Expenditure Risks* – The projections put forward are based on current estimates of the required expenditures relative to Pollution Control operations, sewer maintenance and repair, etc. These estimates are expected to be reflective of final actual costs; however, there is a moderate risk that fluctuations in expenditures as compared to budget may occur. Mitigation for this risk comes from regular variance monitoring and the Stormwater and Wastewater Sewer Surcharge reserve funds.

*Water Consumption Risk* – Annual water consumption is an estimate and is subject to considerable variability. The introduction of a step-based rate structure for variable wastewater fees may add some additional risk as residents may look at conservation to reduce their wastewater costs. Mitigation for this risk comes from regular variance monitoring, with any variances being mitigated with funding from the Wastewater Sewer Surcharge Reserve Fund. This risk is further mitigated by the establishment of the Stormwater Fee that is based on impervious area, which is much less variable when compared to water consumption.

*Capital Project Cost Risks* – The capital budget reflects the best estimate of the capital costs required to complete the various projects under the capital plan. As with all budgets, these represent Administration's best estimates of the expected capital costs; however, there is a moderate risk that costs may increase due to unforeseen issues that could not have been reasonably predicted. This risk is mitigated by continuing the annual capital funding transfers for sewer projects and the annual Stormwater and Wastewater Sewer Surcharge Reserve transfer. In addition, ongoing review of capital project costs is managed through the Capital Variance report and annual budget process.

*Risks related to the Pollution Control Reserve* – The Pollution Control Reserve funds the capital program for wastewater treatment plants and pumping stations. Funding requirements continue to increase due to aging infrastructure and higher inflation rates, placing additional pressure on the reserve. Future funding requirements continue to be assessed to ensure adequate funds are available.

*Risks related to use of the Stormwater and Wastewater Sewer Surcharge Reserves* – Options may be considered to utilize the stormwater and wastewater sewer surcharge reserves to fund the budget pressures. Continued use inadequate dedicated reserves to fund any unexpected costs. As well, having limited reserves could compromise the ability to provide matching funding for projects funded by federal/provincial grants that are announced periodically for sewer purposes. While considered a moderate risk, mitigation comes from the development of a five-year forecast to anticipate future pressures..

*Risks related to Impervious Area Changes* – Since the stormwater fee is based on IA, it is possible that the construction or/and demolition of buildings and/or hard surfaces will vary throughout the year impacting IA values and therefore the annual rates which will

apply. An appeals process is also available to allow property owners the ability to dispute and review their IA assessment. Changes in IA as it relates to new construction will be picked up as part of the data analysis used in setting annual rates. The billings associated with new construction will be tied to active use of the property (i.e. constructions completion and/or date of occupancy). This timing difference may result in reduced revenue in any given year depending on when the stormwater fee can commence for a new property.

## **Climate Change Risks:**

### **Climate Change Mitigation**

There will be no notable impacts on the City's greenhouse gas inventories or mitigation efforts as a result of implementing the proposed 2026 stormwater and wastewater budget amendments.

### **Climate Change Adaptation**

Climate models predict an overall increase in annual rainfall for Windsor, with more precipitation during most seasons except summer, where a long-term decrease is expected. Recent updates to the region's Intensity Duration Frequency (IDF) curves also indicate that storm events will become more intense over time. Increased precipitation directly impacts treatment costs and raises the risk of flooding during severe storms.

Mitigation for this risk comes from the establishment of a budget that is based on historical averages and trends and monitoring through the quarterly variance reporting. In addition, there is the Stormwater Sewer Surcharge reserve fund, if necessary. It should also be noted that as the City further implements the recommendations of the SMP, less stormwater will be directed to the treatment plants for processing, which is expected to reduce treatment costs. SMP Implementation is a key initiative of the City's Climate Change Adaptation Plan and its objective to Strengthen Infrastructure Resiliency.

## **Financial Matters:**

### ***Operating Expenditures***

Stormwater and wastewater funded operating costs are very challenging to reduce in the short term. Many of the Pollution Control plant processes are provincially legislated and must meet ever increasing environmental standards. Maintenance of the sewer system is also driven by required repairs, with most being reactionary in nature due to the age of the City's sewer infrastructure. Failing to provide ongoing maintenance will result in more expensive future replacement costs. Sewer maintenance and repair, drain maintenance, capital budget construction of sanitary, storm, storm relief and combined sewer replacement, and the support required for the above have all traditionally been funded by separate user fees.



The stormwater funded operating budget was reviewed in detail as part of the 2026 operating budget process in an effort to reduce costs and identify operating efficiencies. Total operating expenses have increased by \$7467K, which represents a 1% increase over the 2025 stormwater expenditure budget. Most of the increases are related to staff recoveries, increases in insurance, and increased billing fees. Details regarding the individual budget issues impacting stormwater can be found in the 2026 Operating Budget documents and in Appendix A.

The wastewater funded operating budget was also reviewed in detail as part of the 2026 operating budget process in an effort to reduce costs and identify operating efficiencies. As outlined in the table below, total operating expenses have increased by \$1.2M, which represents a 2% increase over the 2025 wastewater expenditure budget. These operational increases are largely related to staff recoveries, increase in insurance premiums, increased billing fees, and inflationary pressures.

The enhanced Water Rate Assistance Program (WRAP) that provides financial assistance up to \$250 to qualifying low-income residential homeowners towards their water, stormwater and wastewater bill payments, will also continue for 2026. The program is administered by the Unemployed Help Centre and Housing Information Services. Details regarding the individual budget issues impacting wastewater can be found in the 2026 Operating Budget documents and in Appendix B.

### ***Capital Expenditures***

Continuing with the significant investments made in recent years, the 2026 stormwater budget proposes an overall annual capital expenditure budget of \$32M. This annual funding is used to fund storm sewer-related capital work identified in the Capital Budget, including the significant sewer and flood mitigation investments identified as part of the SMP review. An additional \$3.2M has been allocated in transfers to reserves which are drawn upon for additional capital expenditures and repairs as required.

The 2026 wastewater budget proposes an annual capital expenditure budget of \$15.8M which is used to fund wastewater capital works. An additional \$4.2M has been allocated in transfers to the wastewater reserve to be used as required..

The stormwater and wastewater budgets currently fund approximately \$1.0M and \$11.5M respectively, of equipment purchases and replacements at the two Pollution Control plants and the pumping stations through an annual transfer to the Pollution Control Reserve (F208). Recognizing the need for continued maintenance and upgrades at these facilities, the 2026 wastewater budget maintains the annual funding to ensure the sustainability of the Reserve.

The capital plan, along with the available reserve balance, is analyzed annually as part of the budget process and will continue to be assessed to ensure its continued sustainability. Future increases will likely be required as both plant and equipment age and required replacement and upgrades become necessary.

Overall, capital expenditures budgets will remain at 2025 levels. Although the original plan anticipated increasing program funding from \$115.6 million in the 2025 base

budget to \$126.1 million in 2026 to support new initiatives identified in the stormwater plan and other inflationary pressures, this budget incorporate a deferral of 2026 planned LOS enhancements until 2027. It is important to note that the funding for the critical Sewer Rehabilitation and Relining program totalling \$1.1M has been funded from the redirection of previously approved funds.

### ***2026 Proposed Stormwater and Wastewater Expenditures Budget***

The 2026 proposed budget for Stormwater has increased by \$746,580, as detailed in the table below. This increase is due to increased staff recoveries, insurance and billing fees.

<b>Stormwater Funded Expenditures Budget</b>				
	<b>2025 Approved Stormwater Budget</b>	<b>2026 Proposed Stormwater Budget</b>	<b>Change (\$)</b>	<b>Change (%)</b>
Operating Expenditures	\$16,741,855	\$17,488,435	\$746,580	4%
Contribution to the Pollution Control Reserve Fund	\$ 1,030,000	\$1,030,000	\$ 0	0%
Contribution to the Stormwater Reserve Fund (F234)	\$3,250,000	\$3,250,000	\$ 0	0%
Capital Expenditures	\$ 32,025,538	\$ 32,025,538	\$ 0	0%
<b>Total Operating &amp; Capital</b>	<b>\$53,048,089</b>	<b>\$53,794,669</b>	<b>\$746,580</b>	<b>1%</b>

The 2026 proposed budget for Wastewater has increased by \$1,185,286, as detailed in the table below. This increase is staff related recoveries, insurance premiums, billing fees and inflationary pressures.

<b>Wastewater Funded Expenditures Budget</b>				
	<b>2025 Approved Wastewater Budget*</b>	<b>2026 Recommended Wastewater Budget</b>	<b>Change (\$)</b>	<b>Change (%)</b>
Operating Expenditures	\$30,961,206	\$32,146,492	\$1,185,286	4%
Contribution to the Pollution Control	\$11,537,049	\$11,537,049	\$ 0	0%

Reserve Fund				
Contribution to the Wastewater Reserve Fund (F153)	\$4,250,000	\$4,250,000	\$0	0%
Capital Expenditures	\$15,868,213	\$15,868,213	\$0	0%
<b>Total Operating &amp; Capital</b>	<b>\$62,616,468</b>	<b>\$63,801,754</b>	<b>\$1,185,286</b>	<b>2%</b>

## Reserve Funding

As previously discussed, given the stormwater and wastewater rates have already been set based on maintaining the same \$115.6M budget for stormwater and wastewater as in 2025 and to ensure most residents using the same water consumption will pay less than 2024, the shortfall in combined billing revenue of approximately \$3.6M will need to be funded from existing reserves.

The 2026 Stormwater and Wastewater budget increases totalling \$1.9M also will need to be funded from existing reserves, bringing the total anticipated draw of reserve funding to approximately \$5.5M. The combined current balance in the Stormwater Sewer Surcharge & Wastewater Sewer Surcharge Reserves as of November 30, 2025, is approximately \$19.5M, net of encumbrances. This balance is sufficient to fund the 2026 shortfall.

Utilization of the reserves is considered necessary as property owners transition to the new funding model however it is not to be considered sustainable in the long term without alternative sources of permanent revenue to make up any shortfall and preserve required reserve funds. Reasonable annual increases will be required in the future in order to meet the capital and operating expenditures which will be necessary to maintain, upgrade and improve wastewater and stormwater treatment facilities.

Further rate reviews and financial analysis will be accommodated through the annual budgetary process and service level reviews, which are undertaken each year. Levels of Service (LOS) and cost of service impacts will be undertaken each year with due consideration to the resulting rate impacts on all rate payers. Administration will work to bring fair and responsible budget estimates and rate proposals to City Council for approval each year that consider the impacts to all user billings.

## Consultations:

Enwin  
Pollution Control  
Public Works Operations  
Engineering  
Economic Development and Climate Change  
Asset Planning

**Conclusion:**

City Council previously approved the 2026 Wastewater and Storm Water rates (C153/2025), along with the revised rate structure for implementation on January 1, 2026. As part of the 2026 Operating Budget, City Council is now being requested to provide direction with regards to the respective budgets for wastewater and stormwater operations.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Tony Ardovini	Executive Director Financial Planning and Deputy Treasurer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 Appendix A - 2026 Stormwater Budget and Four-Year Forecast (2027-2030)
- 2 Appendix B - 2026 Wastewater Budget and Four-Year Forecast (2027-2030)

**Appendix A: Stormwater Budget**  
**2026 Budget and Four-Year Forecast (2027 - 2030)**  
Forecast Based on Amended Rates @ January 1, 2026

	2025	2026	2027	2028	2029	2030
	Stormwater Budget (\$)	Proposed (\$)	Forecast (\$)	Forecast (\$)	Forecast (\$)	Forecast (\$)
<b>OPERATING EXPENDITURES</b>						
<b>POLLUTION CONTROL</b>						
Pumping Stations	\$2,755,075	\$2,809,577	\$2,950,056	\$3,097,559	\$3,252,437	\$3,415,058
Depreciation (Transfer To Reserves for Equipment Replacement)	\$1,030,696	\$1,030,696	\$1,130,696	\$1,230,696	\$1,330,696	\$1,430,696
	\$3,785,771	\$3,840,273	\$4,080,752	\$4,328,255	\$4,583,133	\$4,845,754
<b>SEWER MAINTENANCE &amp; REPAIR</b>						
Public Works	\$6,301,785	\$6,650,557	\$6,983,085	\$7,332,239	\$7,698,851	\$8,083,794
Engineering	\$1,336,975	\$1,425,785	\$1,497,074	\$1,571,928	\$1,650,524	\$1,733,051
Financial Planning	\$279,044	\$288,861	\$303,304	\$318,469	\$334,393	\$351,112
	\$7,917,804	\$8,365,203	\$8,783,463	\$9,222,636	\$9,683,768	\$10,167,957
<b>Total Operating Budget Expenditures</b>	<b>\$11,703,575</b>	<b>\$12,205,476</b>	<b>\$12,864,215</b>	<b>\$13,550,891</b>	<b>\$14,266,901</b>	<b>\$15,013,711</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Expenditures	\$29,469,538	\$29,469,538	\$32,025,538	\$33,025,538	\$34,025,538	\$35,025,538
Stormwater LOS Capital - Year 1	\$2,556,000	\$2,556,000	\$0	\$0	\$0	\$0
<b>Total Capital Expenditures</b>	<b>\$32,025,538</b>	<b>\$32,025,538</b>	<b>\$32,025,538</b>	<b>\$33,025,538</b>	<b>\$34,025,538</b>	<b>\$35,025,538</b>
<b>PLANNED INCREASE LOS (OPERATING &amp; CAPITAL)</b>						
Stormwater LOS	\$0	\$0	\$5,738,803	\$8,921,606	\$12,104,409	\$15,287,212
<b>TOTAL OPERATING AND CAPITAL EXPENDITURES</b>	<b>\$43,729,113</b>	<b>\$44,231,014</b>	<b>\$50,628,556</b>	<b>\$55,498,035</b>	<b>\$60,396,848</b>	<b>\$65,326,461</b>
<b>OTHER EXPENDITURES</b>						
ENWIN Administration Fee	\$1,400,846	\$1,610,414	\$1,690,934	\$1,775,481	\$1,864,255	\$1,957,468
ENWIN WRAP Funding	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500
Overhead Allocation (Transfer to Current)	\$3,058,496	\$3,093,607	\$3,737,208	\$4,078,188	\$4,421,228	\$4,572,852
Appeals, Refunds & Credits	\$1,587,134	\$1,587,134	\$1,587,134	\$1,587,134	\$1,587,134	\$1,587,134
Transfer to Stormwater Reserve	\$3,250,000	\$3,250,000	\$6,294,236	\$9,087,589	\$12,794,304	\$12,794,304
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$9,318,976</b>	<b>\$9,563,655</b>	<b>\$13,332,013</b>	<b>\$16,550,892</b>	<b>\$20,689,421</b>	<b>\$20,934,258</b>
<b>TOTAL OF ALL EXPENDITURES</b>	<b>\$53,048,089</b>	<b>\$53,794,669</b>	<b>\$63,960,569</b>	<b>\$72,048,927</b>	<b>\$81,086,269</b>	<b>\$86,260,719</b>
Gross Billings	\$53,048,089	\$37,078,189	\$0	\$0	\$0	\$0
Transfer from Reserves - Rates Transition	\$0	\$1,642,672				
Transfer from Reserves - Budget Increase	\$0	\$746,580				
Split between Programs	\$0	\$14,327,228	\$0	\$0	\$0	\$0
<b>STORMWATER REVENUES</b>	<b>(\$53,048,089)</b>	<b>(\$53,794,668)</b>	<b>(\$63,960,569)</b>	<b>(\$72,048,927)</b>	<b>(\$81,086,269)</b>	<b>(\$86,260,719)</b>

**NOTES:**

- A - Assumes general expenditures increase at a rate of 5.0% per annum (2026-2029) for inflation.
- B - Assumes annual transfers to reserves continue to increase annually
- C - Overhead expenditure allocation based on approximately 7% of total operating and capital expenditures
- D - Revenues are based on 2025 impervious area projections
- E - Operating Expenditures include budget increases of \$746,580 across various departments.

It should be stressed that the City's expenditure figures are projections. As with all projections, they are based on a number of variables and assumptions that, if not achieved, may materially impact the results of this model. This is especially true for longer term projections such as this.

**Appendix B: Wastewater Budget**  
**2026 Budget and Four-Year Forecast (2027 - 2030)**  
Forecast Based on Amended Rates @ January 1, 2026

	2025	2026	2027	2028	2029	2030
	Wastewater Budget (\$)	Recommended (\$)	Forecast (\$)	Forecast (\$)	Forecast (\$)	Forecast (\$)
<b>OPERATING EXPENDITURES</b>						
<b>POLLUTION CONTROL</b>						
Treatment Plants & Pumping Stations	\$18,974,213	\$19,571,279	\$20,549,843	\$21,577,335	\$22,656,202	\$23,789,012
Depreciation (Transfer To Reserves for Equipment Replacement)	\$11,537,049	\$11,537,049	\$12,537,049	\$13,537,049	\$14,537,049	\$15,537,049
	\$30,511,262	\$31,108,328	\$33,086,892	\$35,114,384	\$37,193,251	\$39,326,061
<b>SEWER MAINTENANCE &amp; REPAIR</b>						
Public Works	\$3,184,069	\$3,379,723	\$3,548,709	\$3,726,145	\$3,912,452	\$4,108,074
Engineering	\$640,940	\$651,865	\$684,458	\$718,681	\$754,615	\$792,346
Financial Planning	\$187,780	\$197,597	\$207,477	\$217,851	\$228,743	\$240,180
	\$4,012,789	\$4,229,185	\$4,440,644	\$4,662,676	\$4,895,810	\$5,140,601
<b>Total Operating Budget Expenditures</b>	<b>\$34,524,051</b>	<b>\$35,337,513</b>	<b>\$37,527,536</b>	<b>\$39,777,061</b>	<b>\$42,089,061</b>	<b>\$44,466,662</b>
<b>CAPITAL EXPENDITURES</b>						
Capital Expenditures	\$15,868,213	\$15,868,213	\$16,868,213	\$17,368,213	\$17,868,213	\$18,368,213
<b>Total Capital Expenditures</b>	<b>\$15,868,213</b>	<b>\$15,868,213</b>	<b>\$16,868,213</b>	<b>\$17,368,213</b>	<b>\$17,868,213</b>	<b>\$18,368,213</b>
<b>TOTAL OPERATING AND CAPITAL EXPENDITURES</b>	<b>\$50,392,264</b>	<b>\$51,205,726</b>	<b>\$54,395,749</b>	<b>\$57,145,274</b>	<b>\$59,957,274</b>	<b>\$62,834,875</b>
<b>OTHER EXPENDITURES</b>						
Debt Servicing Costs - LRWRP 20 Year Debenture	\$2,565,079	\$2,565,079	\$2,565,079	\$2,565,079	\$263,761	\$263,761
Debt Servicing Costs - Re-Issue Debt for DMAF 4	\$0	\$0	\$0	\$0	\$2,301,318	\$2,301,318
ENWIN Administration Fee	\$1,712,146	\$2,038,757	\$2,140,695	\$2,247,729	\$2,360,116	\$2,478,122
ENWIN WRAP Funding	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500	\$27,500
Overhead Allocation (Transfer to Current)	\$3,586,613	\$3,631,826	\$3,867,390	\$4,061,091	\$4,259,227	\$4,398,441
Appeals, Refunds & Credits	\$82,866	\$82,866	\$82,866	\$82,866	\$82,866	\$82,866
Transfer to Wastewater Reserve	\$4,250,000	\$4,250,000	\$7,240,764	\$6,922,750	\$9,842,275	\$9,842,275
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$12,224,204</b>	<b>\$12,596,028</b>	<b>\$15,924,294</b>	<b>\$15,907,016</b>	<b>\$19,137,063</b>	<b>\$19,394,283</b>
<b>TOTAL OF ALL EXPENDITURES</b>	<b>\$62,616,468</b>	<b>\$63,801,754</b>	<b>\$70,320,043</b>	<b>\$73,052,290</b>	<b>\$79,094,337</b>	<b>\$82,229,157</b>
Gross Billings	\$62,616,468	\$75,004,734	\$0	\$0	\$0	\$0
Transfer from Reserves - Rates Transition	\$0	\$1,938,963				
Transfer from Reserves - Budget Increase	\$0	\$1,185,286				
Split between Programs	\$0	(\$14,327,228)	\$0	\$0	\$0	\$0
<b>WASTEWATER REVENUES NET</b>	<b>(\$62,616,468)</b>	<b>(\$63,801,754)</b>	<b>(\$70,320,043)</b>	<b>(\$73,052,290)</b>	<b>(\$79,094,337)</b>	<b>(\$82,229,157)</b>

**NOTES:**

A - Assumes general expenditures increase at a rate of 5.0% per annum (2027-2030) for inflation.

B - Assumes annual transfers to reserves continue to increase annually

C - Overhead expenditure allocation based on approximately 7% of total operating and capital expenditures

D - Revenues are based on 2025 water meter and consumption projections received from WUC.

E - The chart above is meant to reflect the net wastewater expenditures funded by the wastewater fee. Therefore, expenditures and revenues in the chart exclude approximately \$2.5 million in expenses funded directly by billings to the towns of Lasalle & Tecumseh.

It should be stressed that both the Enwin's water consumption and City's expenditure figures are projections. As with all projections, they are based on a number of variables and assumptions that, if not achieved, may materially impact the results of this model. This is especially true for longer term projections such as this.



**Council Report: C 4/2026**

**Subject: Essex-Windsor Solid Waste Authority 2026 Budget - City Wide**

**Reference:**

Date to Council: January 26, 2026

Author: Mark Spizzirri

Senior Manager Financial Planning (ABC's)

519-255-6100 ext. 6411

mspizzirri@citywindsor.ca

Financial Planning

Report Date: 1/7/2026

Clerk's File #: SW/14547

**To:** Mayor and Members of City Council

**Recommendation:**

That City Council **APPROVE** the Essex-Windsor Solid Waste Authority 2026 budget, attached as Appendix A.

**Executive Summary:**

N/A

**Background:**

In accordance with the Essex-Windsor Solid Waste Authority (EWSWA) Agreement, both City and County Councils are required to approve the EWSWA budget once the EWSWA Board has approved it.

On November 4, 2025, the EWSWA Board met to deliberate and ultimately approve the 2026 budget. This budget was approved by County Council at their meeting on December 17, 2025, and is now before City Council for consideration.

**Discussion:**

The 2026 EWSWA budget was developed in consultation with both City and County Administration. In order to guide the EWSWA Board in their budget deliberation, the Board considered a February 2018 recommendation from a joint report of the CAO's of the City of Windsor and the County of Essex which supported a commitment to *"work towards a sustainable, balanced budget over the next ten years while maintaining appropriate reserve funds and avoiding significant spikes in tipping fees."*

As part of the Authority's annual budget preparation process, a 15-year forecast is prepared. Based upon previous information, this forecast showed that in order to achieve a balanced budget by 2027, the amount assessed annually by the Authority to the City of Windsor and the seven (7) County municipalities would need to increase 4.1% for each year beginning with the 2019 budget. It was acknowledged that this is a significant annual increase but it is required due to increasing Authority costs relative to debenture repayments and other non-discretionary costs such as leachate hauling and treatment costs from the regional landfill.

The recommendations adopted in 2018 assumed that existing service levels would be maintained and did not contemplate significant service enhancements such as the implementation of the Regional Food and Organic Waste Management Program. As a result, due to the reduction in traditional municipal waste tipping fees from the launch of the Green Bin Program and lower than budgeted tipping fees from non-municipal sources, the goal of achieving a balanced budget in 2026 is not achievable without a further increase in fees assessed to municipalities.

It has been recommended to increase the fixed costs assessment amount levied to Windsor and the seven County of Essex municipalities at 3.02% over 2025 base costs. This equates to a total net budget increase to the Authority of \$326,390. Fixed costs are assessed to each municipality based on population. Offsetting this increase is a decrease in municipal tonnages projected to drop from 109,900 tonnes in 2025 to 99,260 tonnes in 2026 as a result of the launch of the Green Bin program in October 2025. The decrease is estimated to be 10,640 tonnes, of which 7,240 tonnes are from Windsor and it is expected to result in a year-over-year decrease of \$457,250 in municipal tipping fees received by the Authority at the 2026 rate of \$43.00 per tonne. The net overall decrease to the Authority's budget is \$130,860.

As a result of the variance in tonnage, whereby the City of Windsor receives a greater share of the savings, the actual overall 2026 change in the municipal assessment, excluding costs related to the Green Bin program, is a decrease of \$133,950 or 1.6%.

In addition, for 2026, the budgeted draw from the reserve has been set at \$564,920, an increase of \$212,395 from the previous years budgeted draw. This has no direct impact on the City of Windsor's 2026 levy requirement.

Appendix A, submitted by the General Manager of the Essex-Windsor Solid Waste Authority, provides details regarding the Authority's 2026 Operational Plan and its related impacts to both the City of Windsor and County municipalities. It also provides relevant information influencing the development of the 2026 budget, the implementation of the Green Bin Program, along with details with respect to the 15-year plan.

### **Green Bin Program**

As per CR 89/2022, the City of Windsor agreed to participate in a EWSWA-led Regional Food and Organic Waste Management Program. The following table provides a breakdown of the amounts to be assessed to the City of Windsor for this new program based on the 2026 budgeted costs. The assessment consists of three separate costs:



1. The cost to process each tonne of material, invoiced to the City and County based on the actual tonnage of material collected and delivered for processing.
2. The repayment cost for the purchase and delivery of the Green Bin Program cart and kitchen catcher, this cost is allocated based on the number of carts distributed. The repayment term is 5 years.
3. The balance of the program costs includes the cost paid to the contractor to collect the material, provide contract supervision, customer service, and the capital and operating cost to consolidate and transfer the material. This cost aligns with the collection contract language and is based on the number of households receiving service.

<b>City of Windsor Budget – Green Bin Program</b>	<b>Processing Cost</b>	<b>Cart Allocation</b>	<b>Program Allocation</b>	<b>2026 Budget</b>
Processing Cost – 8,212 tonnes	\$1,135,200			\$1,135,200
Cart and Program Cost		\$1,257,740	\$9,708,850	\$10,966,590
<b><i>2026 - City of Windsor Green Bin Program</i></b>				<b>\$12,101,790</b>

The impact of the EWSWA budget, and ultimately the City, is included within the Financial Matters section of this report.

### **Risk Analysis:**

EWSWA continues to face challenges in maintaining a consistent non-municipal revenue stream. Revenues from tipping fees are variable as both consumers and producers work to reduce the waste they generate.

With respect to the Authority's 15-year Planning Forecast, EWSWA continues to draw from its Rate Stabilization Reserve in order to fund budgeted, annual operating deficits. The Authority has balanced its budget by way of transfers from its Rate Stabilization Reserve in order to moderate the increases required from the City and County municipalities and to draw down the balance in the Reserve Fund to an appropriate level.

There is a risk that should the Authority experience financial stress, significant increased assessments to the municipalities may be required in future years. Annual rate increases are being proposed in the 15-year plan in order to minimize the risk.

There are several important changes to the waste management sector that have occurred over the last few years. The shift to Extended Producer Responsibility (EPR) began at the end of August 2024. In addition, the first phase of the Authority's Green Bin Program in accordance with the province's mandated organics requirements began in October 2025. The second phase of the program that includes the remaining county municipalities is estimated to be complete by late 2026.

## **Climate Change Risks:**

### **Climate Change Mitigation**

Recycling materials into new products generates considerably lower greenhouse gas (ghg) emissions than producing from new materials. Without continued collection service, these materials will likely end up in landfill, where paper materials will break down and generate methane gas, a ghg 23 times more potent than CO<sub>2</sub>.

Continuing to divert waste from landfills reduces environmental degradation by minimizing the need for additional landfill space, preventing soil contamination, and decreasing water pollution.

The community ghg emissions includes a calculation for waste generated ghg emissions, these calculations are influenced by waste diversion rates.

### **Climate Change Adaptation**

N/A

## **Financial Matters:**

### **EWSWA Budget Increase for the City**

As a result of the proposed EWSWA budget, the City's contribution for 2026 will decrease by \$111,067 consisting of a decrease of \$133,950 for fixed costs and tipping fees, offset by increases of \$16,383 for ICI Roll-off truck service tonnage and an increase of \$6,500 for yard waste tonnage and is included in the 2026 Proposed Operating Budget documents.

In addition, there is an increase for the implementation of the Green Bin program, which began in October 2025. The budget increase for 2025 of \$2,363,550 was reflective of the final 2.5 month period of 2025 and was included as part of the 2025 City budget. The total City budget requirement for the Green Bin Program in 2026 is \$12,101,790, resulting in an increase of \$9,738,240. The increase in funding for the Green Bin Program has included in the 2026 10- year Proposed Capital Budget, with funding being allocated in 2026 and 2027 respectively. A plan to transition the funding to the operating budget once the program has been fully transitioned and actual costs are more predictable is being developed for consideration.

# NET BUDGET IMPACT BASED ON 2026 EWSWA BUDGET – CITY OF WINDSOR

Item	2025	2026	\$ Increase	%
EWSWA Fixed Cost Allocation Increase	\$5,865,270	\$6,042,640	\$177,370	
Tipping Fee Increase (57,200 tonnes)	\$2,459,600	\$2,459,600	–	
Budget Increase Prior to 2025 Growth Related Tonnage Increase	\$8,324,870	\$8,502,240	\$177,370	2.1%
Reduction in tonnage for 2026 (7,240 tonnes @ \$43)	–	(\$311,320)	(\$311,320)	
Budget Requirement for Fixed Costs and Waste Tipping Fees	\$8,324,870	\$8,190,920	(\$133,950)	(1.6%)
Yard Waste Tipping Fees (6,500 tonnes @ \$45)	\$286,000	\$292,500	\$6,500	
ICI/Various Tipping Fees	\$105,092	\$121,475	\$16,383	
Total Budget Prior to Green Bin Program	\$8,715,962	\$8,604,895	(\$111,067)	(1.3%)
Green Bin Program	\$2,363,550	\$12,101,790	\$9,738,240*	
City of Windsor Budget Requirement	\$11,079,512	\$20,706,685	\$9,627,173	86.9%

\* The Green Bin annualization costs have been funded from the 2026 Capital Budget and will be transitioned to the Operating budget as the program is operationalized.

## Other Operational Costs Charged by EWSWA

In addition to the assessed fixed costs and tip fees noted above, perpetual care costs are separately assessed to the City of Windsor for costs related to Landfill #3. These costs are budgeted separately at \$390,513 and for 2026 are expected to decrease slightly by \$64,977 to \$325,536. For 2026, Administration is not recommending a change to this budget line item, which currently resides within Public Works operations and is set at \$369,555.

With respect to Landfill #3 Perpetual Care costs, a reserve account was established in 2014 as a means to maintain a consistent budget for this expenditure while absorbing leachate cost fluctuations because of clay capping that occurred at the Landfill as part of the Herb Gray Parkway project. The intent was to have annual surpluses and deficits related to the continued maintenance of Landfill #3 flow through this account while holding the budget constant. Draws from the reserve would only be required should any future cost increases exceed the current budget.

The balance in Reserve #1790 is currently \$365,984 as of November 30, 2025.

### Consultations:

Jim Leether – Manager of Environmental Services

Cindy Becker – Financial Planning Administrator, Public Works Operations

### Conclusion:

The proposed 2026 increase for the EWSWA budget represents a balanced approach to addressing budget pressures while ensuring sustainable funding through gradual increases in tipping fees and municipal allocations.

### Planning Act Matters:

N/A

### Approvals:

Name	Title
Mark Spizzirri	Senior Manager Financial Planning (ABC's)
Tony Ardovini	Executive Director Financial Planning and Deputy Treasurer
Janice Guthrie	Commissioner, Finance and City Treasurer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Ray Mensour	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
Michelle Bishop, General Manager – Essex Windsor Solid Waste Authority		

**Appendices:**

- 1 Appendix A - REPORT - Windsor Council - 2026 EWSWA Budget & 2026 Green Bin Program Overview



## **Administrative Report**

### **Office of the General Manager**

#### **Essex-Windsor Solid Waste Authority**

**To:** Mayor Drew Dilkens and Members of Windsor Council

**From:** Michelle Bishop, CPA  
General Manager, Essex-Windsor Solid Waste Authority

Steffan Brisebois, CPA  
Manager, Finance & Administration

**Date:** **January 26, 2026**

**Subject:** **Essex-Windsor Solid Waste Authority 2026 Budget**

### **Process and Purpose**

#### **EWSWA Budget Approval Process**

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Section 5(d) of the 1994 Agreement between the City of Windsor and County of Essex that created the Essex-Windsor Solid Waste Authority (the Authority) states: "The Authority shall report to a regularly scheduled meeting of each of the City and County Councils by the end of each year...and shall submit an operational plan and budget as referred to herein and shall ask for approval from each of the City and County Councils."

#### **Purpose**

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Therefore, the purpose of this report is to request approval from the City of Windsor for:

1. **Recommend** that for 2026, the City of Windsor approve a **2.1% increase** to the 2025 base amount budgeted to be assessed to Windsor and the 7 County municipalities. This increase equates to **\$326,390** and would be comprised of two components:

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2026 EWSWA Operational Plan and Budget

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- (a) A \$0.00 increase in the per-tonne fee assessed on refuse delivered for disposal from the 2025 rate of \$43.00 to the 2026 rate of \$43.00 - **\$0**
- (b) An increase in the fixed amount assessed to municipalities based on population – **\$326,390** [\$149,040 to the County Municipalities and \$177,350 to the City of Windsor]

In addition, as a result of the launch of the Green Bin program, the municipal tonnages are projected to decrease from 109,900 tonnes in 2025 to 99,260 tonnes in 2026. The decrease is estimated to be 10,640 tonnes [3,400 for the County Municipalities and 7,240 for the City of Windsor] with a year-over-year decrease of **(\$457,520)** [(\$146,200) to the County Municipalities and (\$311,320) to the City of Windsor] in the municipal tipping fees at the 2026 rate of \$43.00 per tonne.

The variance in estimated tonnage decrease between the City of Windsor and County of Essex municipalities is due to the two phase launch of the Green Bin Program. The tonnage estimates include 12 months of participation for the Phase 1 municipalities (Essex, Lakeshore, LaSalle and Tecumseh) and 2 months of participation for Phase 2 municipalities (Amherstburg, Kingsville and Leamington).

As a result of the above, the actual overall increase/(decrease) in the municipal assessment for costs not related to the Green Bin Program is **(0.84%)** [0.02% increase to the County Municipalities and (0.86%) decrease to the City of Windsor].

The 2026 City of Windsor's net decrease is (\$133,950) [\$177,370 increase to the fixed amount less (\$311,320) decrease to the City of Windsor tonnages], from the assessed \$8,324,870 that was budgeted to Windsor in 2025. The City of Windsor's tonnage is budgeted at 49,960 tonnes, a decrease of (7,240) tonnes from the 2025 budget year.

The 2026 County Municipalities net increase is \$2,840 [\$149,040 increase to the fixed amount less (\$146,200) decrease to the County Municipalities municipal tonnages] from the assessed \$7,194,300 that was budgeted to those municipalities for 2025. The municipalities' tonnages are budgeted at 49,300 tonnes, a decrease of (3,400) tonnes from the 2025 budget year.

2. **Recommend** that for 2026, the City of Windsor approve the Green Bin Program funding model for the City of Windsor and County of Essex at full cost recovery for the Program. This cost equates to **\$19,878,000** and would be comprised of two components:

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- (a) A \$135.00 per-tonne fee assessed on green bin material delivered for processing totalling \$1,807,000 [\$671,800 assessed to the County of Essex and \$1,135,200 assessed to the City of Windsor].
- (b) A fixed cost assessed based on the number of households receiving collection per household totalling \$18,071,000 [\$7,104,410 assessed to the County of Essex and \$10,966,590 to the City of Windsor].

## Background

On November 4, 2025 the Board of the Essex-Windsor Solid Waste Authority met to deliberate the Authority's 2026 Operational Plan and Budget. After discussion, the budget was approved.

## Budget Guidance

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To guide the Authority Board as it deliberated the 2026 draft Budget document, the Board considered a February 2018 recommendation from the CAOs of the City of Windsor and the County of Essex. The recommendation stemmed from a report prepared by the CAOs which served to assist in resolving the matter of the approval of the 2017 and 2018 EWSWA budgets.

The recommendation, as contained within the report, was as follows:

***THAT the Board acknowledge the built-in budget pressures due to increasing debenture payments and other non-discretionary costs and commit to working towards a sustainable, balanced budget over the next ten years while maintaining appropriate reserve funds and avoiding significant spikes in tipping fees.***

With 2018 being Year 1 of the 10-year period, this means that the objective is to attain a balanced budget by the time of the preparation of the 2027 budget.

The same recommendation was presented both to County Council in February 2018 and Windsor Council in March 2018 as part of their consideration and approval of the Authority's 2018 budget.

## 15 Year Budget Forecast (attached to this report)

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As part of the annual budget preparation process, **a 15-year forecast is prepared. A copy of the forecast is attached to this report.** This forecast shows that in order to have a balanced budget by 2027 and



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2026 EWSWA Operational Plan and Budget

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replenish the Rate Stabilization Reserve, the amount assessed annually by the Authority to the City of Windsor and the 7 County municipalities will need to increase 4.1% for each year to and including 2027 with a reduced increase being projected for 2028 as the budget is being projected as being balanced for that year.

The outcome of these annual increases of 4.1% for each year is that the Authority's budget will be balanced without the requirement for a contribution from the Rate Stabilization Reserve.

### Prior and projected increases:

2017	0%
2018	2.0% (Year 1 of the Balanced Budget Objective)
2019-2024	4.1% (Year 2-7 of the Balanced Budget Objective)
2025	3.4% (Year 8 of the Balanced Budget Objective)
2026	(.08%) (Year 9 of the Balanced Budget Objective)
2027	4.1% (Year 10 of the Balanced Budget Objective)
2028	3.75% (2028 being Year 10 of the Balanced Budget Objective)

The 2018 recommendations adopted assumed that existing service levels would be maintained and did not contemplate significant service enhancements. Therefore, any additional costs to be incurred as a result of the implementation of the Regional Food and Organic Waste Management Program would require additional funding.

Due to the statement above, the 15-year forecast does not include the additional costs included in the 2026 budget associated with the launch of the Green Bin Program. The rationale being to present to County Council the financial position of the Authority based on the recommendations above.

As documented in the 15-year forecast table, due to the reduction in traditional municipal waste tipping fees as a result of the launch of the Green Bin Program and lower than budgeted tipping fees from non-municipal sources, the goal of achieving a balanced budget in 2027 is not achievable without a further increase in fees assessed to the municipalities.

### EWSWA Approved Budget Recommendations

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The following are the full 2026 budget recommendations approved by the Authority Board at its November 4, 2025 meeting:

1. Approve the 2026 **Expenditure and Revenue budget estimate figures** excluding the municipal Total Waste Management Fee (Tip Fee) and the municipal Fixed Cost Assessment.

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2026 EWSWA Operational Plan and Budget

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2. Maintain the **Total Waste Management Fee** at \$43.00/tonne. This is the fee assessed to municipalities for each tonne of refuse delivered for disposal.
3. Increase the **Fixed Cost Assessment** to Windsor and the 7 County municipalities based on the following chart. Fixed costs are assessed based on population.

	<b>2021 Census Population</b>	<b>2026 Amount</b>	<b>2025 Amount</b>	<b>Difference</b>
WINDSOR	229,660	\$6,042,620	\$5,865,270	\$177,350
AMHERSTBURG	23,524	\$618,940	600,780	\$18,160
ESSEX	21,216	\$558,220	541,830	\$16,390
KINGSVILLE	22,119	\$581,980	564,890	\$17,090
LAKESHORE	40,410	\$1,063,220	1,032,010	\$31,210
LASALLE	32,721	\$860,930	835,660	\$25,270
LEAMINGTON	29,680	\$780,900	757,980	\$22,920
TECUMSEH	23,300	\$613,050	595,050	\$18,000
TOTAL	<b>422,630</b>	<b>\$11,119,860</b>	<b>\$10,793,470</b>	<b>\$326,390</b>

4. Approve the **Fee Schedule**, as attached to this report, exclusive of the municipal Total Waste Management Fee but inclusive of the per tonne rate increases outlined in the **Fee Schedule** for 2026.
5. Approve the Green Bin Program funding model for the City of Windsor and County of Essex at full cost recovery for the Program.
6. Approve the County of Essex Non-Eligible Source Recycling Program at a full cost recovery for the Program funded solely by the County of Essex Municipalities.
7. That any resultant (deficit)/surplus from 2025 operations be contributed to or funded by the Rate Stabilization Reserve.
8. That any resultant (deficit)/surplus for 2026 be contributed to or funded by the Rate Stabilization Reserve.

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2026 EWSWA Operational Plan and Budget

## Discussion

Attached to this report are expenditure and revenue schedules showing the 2026 budget figures as well as 2025 budget and projection figures.

Summary tables have been presented below as follows:

### Summary (Excluding Perpetual Care for Landfills 2 and 3)

In order to balance the 2026 budget a (\$564,920) contribution from the Authority's Rate Stabilization Reserve will be required. This reserve is used to manage future years' tipping fees.

	2025 Budget	2025 Projection	2026 Budget	2026 vs 2025
<b><u>EXPENDITURES</u></b>				
Operating Expenditures	\$37,141,520	\$34,524,550	\$48,956,780	
Capital out of Current	\$4,500	\$41,950	\$26,500	
<b>Total Expenditures</b>	<b>\$37,146,020</b>	<b>\$34,566,500</b>	<b>\$48,983,280</b>	
<b><u>REVENUE - Non-Municipal</u></b>				
IC&I Tip Fees; Other	(\$17,530,925)	(\$13,495,125)	(\$13,152,320)	
<b>Amount Required from Municipalities</b>	<b>\$19,615,095</b>	<b>\$21,071,375</b>	<b>\$35,830,960</b>	
<b><u>REVENUE - From Municipalities</u></b>				
Fixed Cost Allocation	(\$10,793,470)	(\$10,793,470)	(\$11,119,860)	
Total Waste Mgt Fee - 2025 -109,900 Tonnes as Base:				
(2025 - 109,900 @ \$43) (2026 - 109,900 @ \$43)	(\$4,725,700)	(\$4,889,300)	(\$4,725,700)	
<b>Sub-Total - Revenue from Municipalities</b>	<b>(\$15,519,170)</b>	<b>(\$15,682,770)</b>	<b>(\$15,845,560)</b>	<b>2.1%</b>
Decrease in Municipal Tonnes 2025 vs 2026:				
(2025 - 109,900) (2026 - 99,260) = (10,640) Tonnes @ \$43	\$0	\$0	\$457,520	<b>(2.9%)</b>
Green Bin Program Cost Recovery	(\$3,743,400)	(\$3,623,110)	(\$19,878,000)	<b>NEW</b>
<b>Total Revenue from Municipalities</b>	<b>(\$19,262,570)</b>	<b>(\$19,305,880)</b>	<b>(\$35,266,040)</b>	
<b>(Deficit)</b>	<b>(\$352,525)</b>	<b>(\$1,765,495)</b>	<b>(\$564,920)</b>	

**Administrative Report**

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2026 EWSWA Operational Plan and Budget

**Breakdown of the Municipal Assessment Between Windsor and Essex County Municipalities – Excluding the Green Bin Program**

	<b>2025 Budget</b>	<b>2026 Budget</b>	<b>Difference</b>	
<b>WINDSOR (Population 229,660)</b>				
Fixed Cost Allocation-Based on Census Population	\$5,865,270	\$6,042,640		
2025 Tipping Fee @ \$43 - 57,200 Tonnes	\$2,459,600	\$2,459,600		
<b>Sub-Total</b>	\$8,324,870	\$8,502,240	(\$177,370)	<b>2.1%</b>
Change in Municipal Tonnes 2026 vs 2025: (2026 - 49,960) (2025 - 57,200) = (7,240) @ \$43		(\$311,320)	\$311,320	<b>-3.7%</b>
<b>Total Windsor</b>	<b>\$8,324,870</b>	<b>\$8,190,920</b>	<b>(\$133,950)</b>	<b>-1.6%</b>
<b>COUNTY (Population 192,970)</b>				
Fixed Cost Allocation-Based on Census Population	\$4,928,200	\$5,077,240		
2025 Tipping Fee @ \$43 - 52,700 Tonnes	\$2,266,100	\$2,266,100		
<b>Sub-Total</b>	\$7,194,300	\$7,343,340	(\$149,040)	<b>2.1%</b>
Change in Municipal Tonnes 2026 vs 2025: (2026 - 49,300) (2025 - 52,700) = (3,400) @ \$43		(\$146,200)	\$146,200	<b>-2.0%</b>
<b>Total County Municipalities</b>	<b>\$7,194,300</b>	<b>\$7,197,140</b>	<b>\$2,840</b>	<b>0.0%</b>
<b>TOTAL MUNICIPAL ASSESSMENT</b>	<b>\$15,519,170</b>	<b>\$15,388,060</b>	<b>(\$131,110)</b>	<b>-0.8%</b>

**Breakdown of the Municipal Assessment Between the City of Windsor and the County of Essex – Green Bin Program**

The following table provides a breakdown of the amounts to be assessed to the County of Essex and the City of Windsor based on the 2026 budgeted costs. The budget document considers the request made by the County of Essex to assess the cost of the Green Bin program to the County of Essex instead of directly to the 7 local municipalities. The assessment consists of 3 separate costs:

1. The cost to process each tonne of material, invoiced to the City and County based on the actual tonnage of material collected and delivered for processing.
2. The repayment cost for the purchase and delivery of the Green Bin Program cart and kitchen catcher, this cost is allocated based on the number of carts distributed. The repayment term is 5 years.

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2026 EWSWA Operational Plan and Budget

3. Program Allocation – The Program Allocation represents the remaining program costs, which cover expenses related to material collection, contract supervision, customer service, and the capital and operating costs associated with operating the transfer station for consolidating and transferring materials. These costs are aligned with the collection contract language and are calculated based on the number of households receiving service. The total program allocation consists of \$13,811,600 in collection costs and \$2,205,460 in other program-related expenses, as detailed in the accompanying budget document.

	Processing Cost	Cart Allocation	Program Allocation	2026 Budget
<b>City of Windsor</b>				
Processing - 8,212 tonnes	\$1,135,200			\$1,135,200
Cart and Program Cost		\$1,257,740	\$9,708,850	\$10,966,590
<b>City - Green Bin Total</b>				<b>\$12,101,790</b>
<b>County of Essex</b>				
Processing - 4,845 tonnes	\$671,800			\$671,800
Cart and Program Cost		\$796,260	\$6,308,150	\$7,104,410
<b>County - Green Bin Total</b>				<b>\$7,776,210</b>
<b>Total 2026 Program</b>	<b>\$1,807,000</b>	<b>\$2,054,000</b>	<b>\$16,017,000</b>	<b>\$19,878,000</b>

Note: City Program Allocation equals \$8,563,192 for collection and \$1,145,694 for other program costs. County Program Allocation equals \$5,248,408 for collection and \$1,059,766 for other program costs. The variance in collection cost is due to the 3 remaining Phase 2 municipalities not commencing the program until November 2026.

## Population and Tonnage

The following table shows the population and tonnage figures that are used to allocate and assess charges to the County municipalities and the City of Windsor in regard to the Fixed Cost Allocation and the Total Waste Management Fee (tipping fee).

Municipality	Population (2021 Census)	Tonnes 2025	Tonnes 2026
Windsor	229,660	57,200	49,960
County	192,970	52,700	49,300
Total	422,630	109,900	99,260

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2026 EWSWA Operational Plan and Budget

**2025 Budgeted Deficit vs. 2025 Projected Deficit – (\$1,412,970) Unfavourable**

The (\$1,412,970) unfavourable variance between the 2025 budgeted deficit of (\$352,525) and the 2025 projected deficit of (\$1,765,495) is attributed to:

**Revenue summary of changes:**

Revenue	PDO - Residential recycling depot subsidy from CM	\$169,800
Revenue	Municipal Tipping Fees – Increase in landfilled material	\$163,600
Revenue	Various Programs - Net decrease in revenues	(\$82,390)
Revenue	Reduction in the contribution from the Waste Reduction Reserve - P&E	(\$571,080)
Revenue	IC&I Tipping Fees - Decrease in landfilled material	(\$3,672,420)
<b>Variance</b>	<b>Revenues Budget vs Projection - Unfavourable</b>	<b>(\$3,992,490)</b>

**Expenditure summary of changes:**

Expenditures	Admin - Insurance decrease due to changes in risk profiles	\$124,400
Expenditures	Green Bin - Decrease in P&E cart kits and promotional material	\$162,120
Expenditures	Regional Landfill - Hauling and treatment decrease in tonnes	\$272,800
Expenditures	Regional Landfill - Diesel Fuel - Litre price less than budget	\$70,000
Expenditures	Regional Landfill - Heavy Equipment R&M increase due to major repairs	(\$192,500)
Expenditures	Regional Landfill - Reduction in the contribution to the Regional Landfill Reserve due to reduced vines & growing media	\$1,300,000
Expenditures	Regional Landfill Other - Reduction in host compensation due to reduced landfillable tonnages	\$655,700
Expenditures	Various Programs - Net decrease in expenditures	\$187,000
<b>Variance</b>	<b>Expenditure Budget vs Projection - Favourable</b>	<b>\$2,579,520</b>

<b>Variance</b>	<b>Budget vs Projection - Unfavourable</b>	<b>(\$1,412,970)</b>
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**2025 Budgeted Deficit (\$352,525) vs. 2026 Budgeted Deficit (\$564,920) – (\$212,395) Unfavourable Variance****Revenue summary of changes:**

Revenue	Green Bin - City of Windsor Cart, Program and Processing Reimbursement	\$9,738,240
Revenue	Green Bin - County of Essex Cart, Program and Processing Reimbursement	\$6,396,360
Revenue	Municipal Tipping Fees & Fixed Cost Allocation	(\$131,110)
Revenue	IC&I Tipping Fees - Decrease in landfilled material	(\$3,025,100)
Revenue	Reduction in the contribution from the Waste Reduction Reserve - P&E	(\$635,000)
Revenue	Reduction in the contribution from the Regional Landfill Reserve - Leachate Management	(\$608,000)
Revenue	Container MRF Rental & Additional Rent - No agreement in 2026	(\$293,500)
Revenue	Various Programs - Net increase in revenues	\$182,975
<b>Variance</b>	<b>Revenues 2025 Budget vs 2026 Budget - Favourable</b>	<b>\$11,624,865</b>

**Expenditure summary of changes:**

Expenditures	Admin - Insurance decrease due to changes in risk profiles	\$124,000
Expenditures	Recycling - Decrease due to the City of Windsor no longer operating the non-eligible source (NES) recycling program	\$1,315,000
Expenditures	Regional Landfill - Reduction in the contribution to the Regional Landfill Reserve due to reduced vines & growing media	\$1,300,000
Expenditures	Regional Landfill Other- Reduction in host compensation due to reduced landfillable tonnages	\$699,100
Expenditures	Regional Landfill – Reverse Osmosis (RO) and Frac Tank Rental - Reduction in the monthly rental rate	\$608,000
Expenditures	Regional Landfill - Leachate Hauling and Treatment - Reduced tonnages	\$483,600
Expenditures	Green Bin - P&E for Phase 2 municipalities	\$300,800
Expenditures	Recycling - NES processing fees	\$67,000
Expenditures	Green Bin - City of Windsor Collection - Full Calendar Year	(\$6,895,680)
Expenditures	Green Bin - County of Essex Collection - Full Calendar Year	(\$4,199,170)

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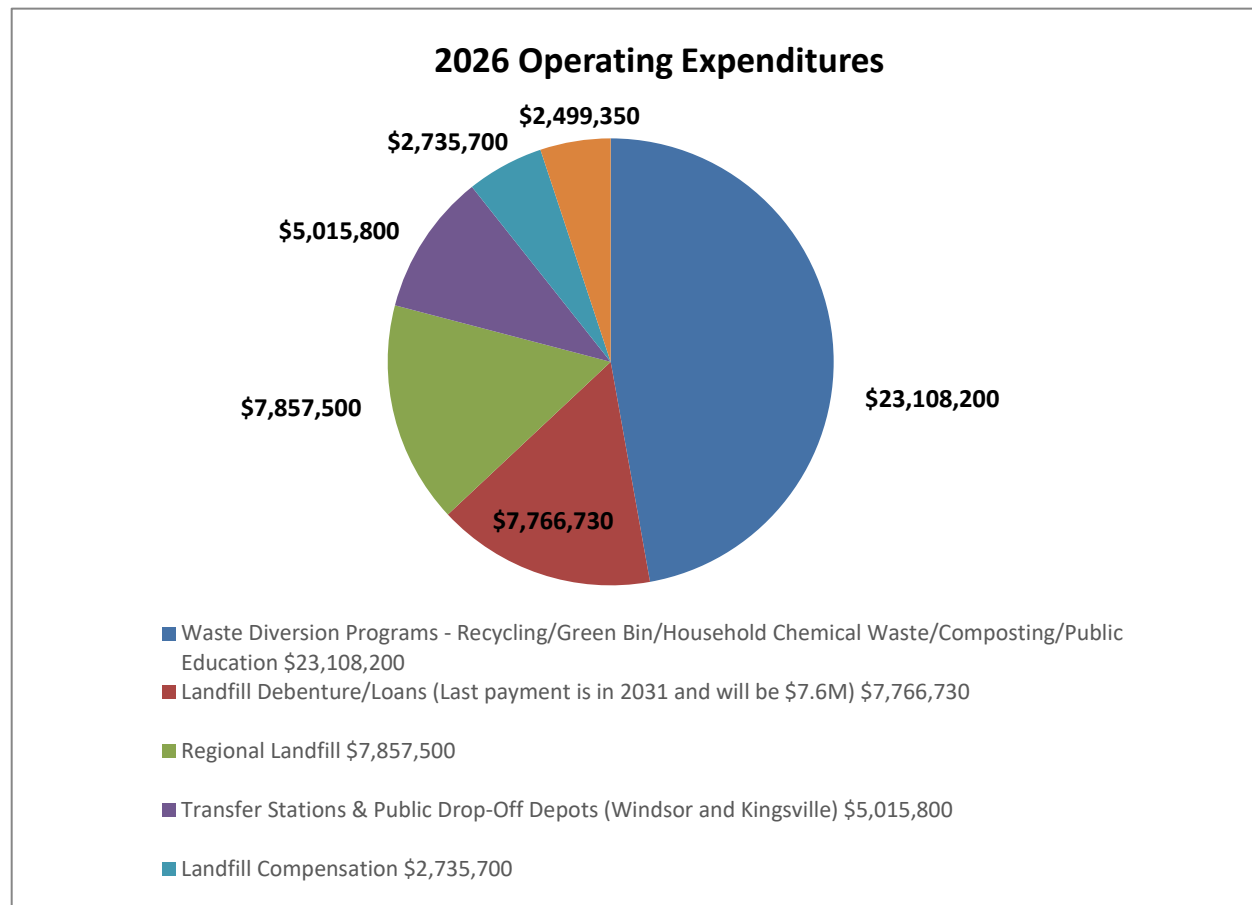
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Expenditures	Green Bin - Cart (5 years), SSO Transfer Station (20 years) & Equipment Replacement Reserve payment - Full Calendar Year	(\$2,105,490)
Expenditures	Green Bin - Processing - Full Calendar Year	(\$1,975,360)
Expenditures	Green Bin - Wages & Benefits - Full Calendar Year	(\$318,700)
Expenditures	Regional Landfill - RO consumables and repairs	(\$364,000)
Expenditures	Green Bin - Cart Warranty - Full Calendar Year	(\$270,700)
Expenditures	Regional Landfill Other- Increased contribution relating to the Sunlife Debenture	(\$206,170)
Expenditures	Various Programs - Increase in expenditures	(\$399,490)
<b>Variance</b>	<b>Expenditures 2025 Budget vs 2026 Budget - Favourable</b>	<b>(\$11,837,260)</b>

<b>Variance</b>	<b>2025 Budget vs 2026 Budget - Unfavourable</b>	<b>(\$212,395)</b>
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## Budget Summary by Program



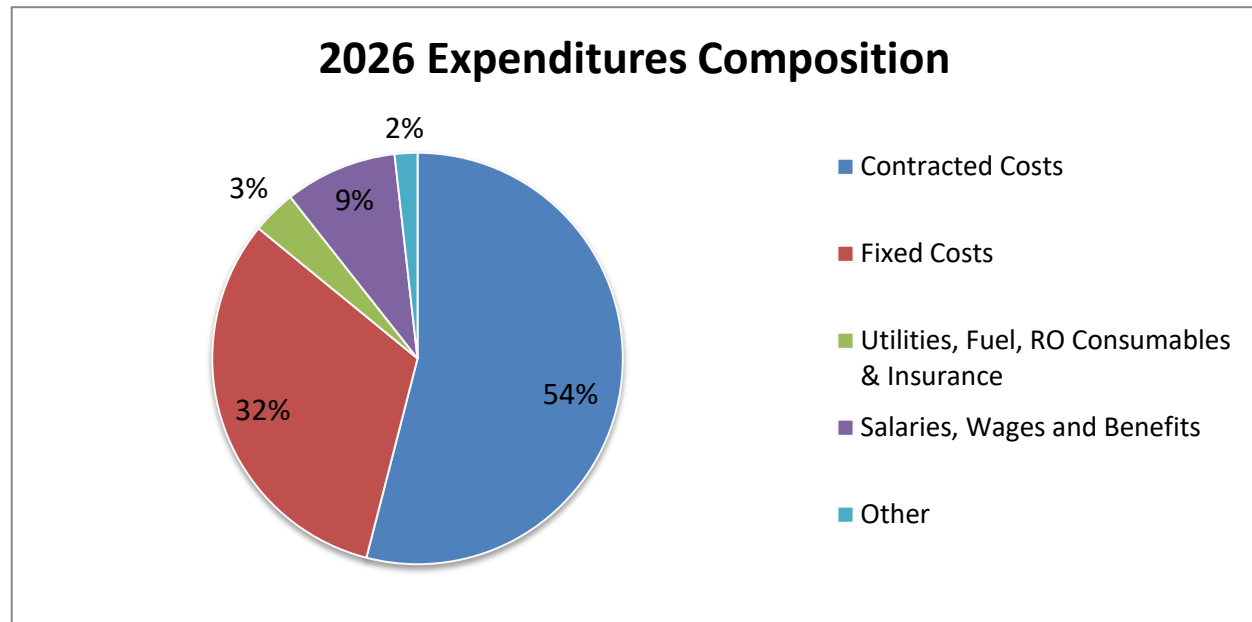


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2026 EWSWA Operational Plan and Budget



## 2026 Budgeted Total Fees Assessed to Municipalities

The following table shows the total fees to be assessed to each of the municipalities:

	2026 Fixed Cost Assessment (Based on population)	2026 Tip Fees (Based on waste delivered for disposal)	2026 Total	2025 Total
<b>Windsor</b>	<b>\$6,042,640</b>	<b>\$2,148,240</b>	<b>\$8,190,880</b>	<b>\$8,324,870</b>
Amherstburg	\$618,940	\$318,200	\$937,140	\$918,980
Essex	\$558,220	\$249,400	\$807,620	\$808,430
Kingsville	\$581,980	\$258,000	\$839,980	\$827,190
Lakeshore	\$1,063,220	\$438,600	\$1,501,820	\$1,526,510
Lasalle	\$860,930	\$326,800	\$1,187,730	\$1,201,160
Leamington	\$780,900	\$301,000	\$1,081,900	\$1,058,980
Tecumseh	\$613,050	\$227,900	\$840,950	\$853,050
<b>Total County</b>	<b>\$5,077,240</b>	<b>\$2,119,900</b>	<b>\$7,197,140</b>	<b>\$7,194,300</b>
<b>Total Windsor and County</b>	<b>\$11,119,880</b>	<b>\$4,268,140</b>	<b>\$15,388,020</b>	<b>\$15,519,170</b>

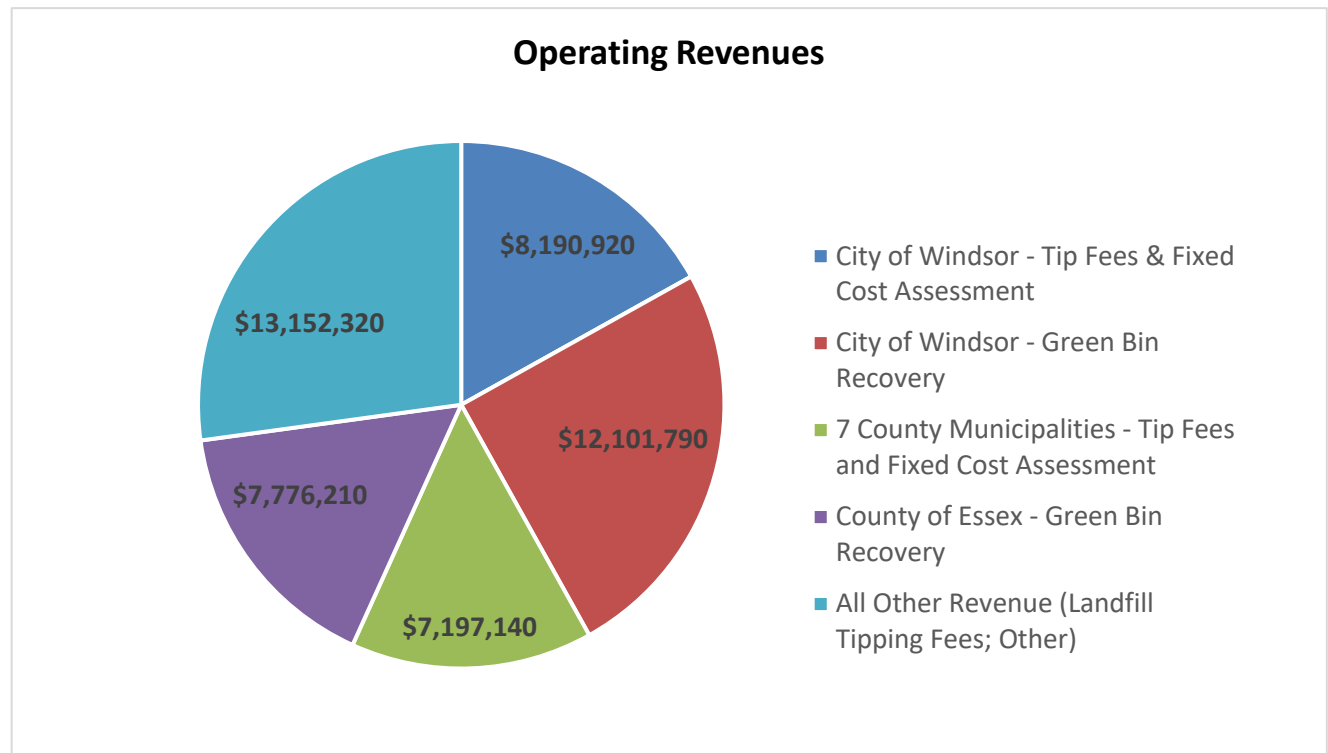
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2026 EWSWA Operational Plan and Budget

### Budget Revenue by Source



### Non-Eligible Source (NES) Recycling Costs – County Collection

The 2026 budget includes estimates received from the contractor for the cost to operate the Non-Eligible Source recycling program in the County municipalities only. The program collection is provided on a full cost recovery basis. As this is a new program, the estimates provided may vary from the actual program costs. The City will manage a standalone program moving forward. In addition to the assessment amounts shown in the tables above, the following table shows the additional assessment amounts applicable only to the County municipalities.

Municipality	Population (2021 Census)	Share of NES Program	2026 Municipal Assessment
Amherstburg	23,524	12.19%	\$90,527
Essex	21,216	10.99%	\$81,645
Kingsville	22,119	11.46%	\$85,120
Lakeshore	40,410	20.95%	\$155,508
Lasalle	32,721	16.96%	\$125,918
Leamington	29,680	15.38%	\$114,217
Tecumseh	23,300	12.07%	\$89,665
<b>TOTAL</b>	<b>192,970</b>	<b>100.00%</b>	<b>\$742,600</b>

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2026 EWSWA Operational Plan and Budget

**Perpetual Care Assessments for closed Landfill #3 and closed Landfill #2 Municipalities**

In addition to the assessment amounts shown in the tables above the following tables show the assessment amounts applicable only to Landfill #3 and Landfill #2 municipalities.

**Perpetual Care - Closed Landfill #3**

<b>Municipality</b>	<b>Share of Perpetual Care Expenditure</b>	<b>2025 Municipal Assessment</b>	<b>2026 Municipal Assessment</b>	<b>Year Over Year (Decrease) Assessment</b>
<b>Windsor</b>	91.84%	\$390,513	\$325,536	(\$64,977)
<b>Lakeshore</b>	4.76%	\$35,989	\$29,880	(\$6,109)
<b>Tecumseh</b>	3.40%	\$25,708	\$21,344	(\$4,364)
<b>Total</b>	<b>100.00%</b>	<b>\$452,210</b>	<b>\$376,760</b>	<b>(\$75,450)</b>

**Perpetual Care - Closed Landfill #2**

<b>Municipality</b>	<b>Share of Perpetual Care Expenditure</b>	<b>2025 Municipal Assessment</b>	<b>2026 Municipal Assessment</b>	<b>Year Over Year (Decrease) Assessment</b>
<b>Leamington</b>	74.90%	\$228,370	\$208,746	(\$19,624)
<b>Kingsville</b>	25.10%	\$76,530	\$69,954	(\$6,576)
<b>Total</b>	<b>100.00%</b>	<b>\$304,900</b>	<b>\$278,700</b>	<b>(\$26,200)</b>

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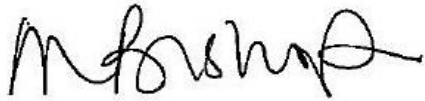
2026 EWSWA Operational Plan and Budget

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## Recommendation

1. **THAT** the Council of the City of Windsor approve the 2026 Essex-Windsor Solid Waste Authority Operational Plan and Budget.

Respectfully Submitted



Michelle Bishop, CPA  
General Manager



Steffan Brisebois, CPA  
Manager, Finance & Administration

## Attachments

- Operating Budget Summary Table
- Revenue Summary Table
- Schedule of Fees
- 15 Year Budget Forecast

## 2026 EWSWA Budget

### Operating Budget Summary Table (Including Perpetual Care)

Operating Expenditures	2025 Budget \$	2025 Projection \$	2026 Budget \$
Committee Expenses	13,000	5,650	13,000
Administration	2,323,700	2,222,450	2,325,900
<b>Total - Administration &amp; Committee</b>	<b>2,336,700</b>	<b>2,228,100</b>	<b>2,338,900</b>
Realty	128,100	147,500	133,950
<b>Total - Realty</b>	<b>128,100</b>	<b>147,500</b>	<b>133,950</b>
Recycling Program	1,939,400	2,046,800	425,000
Hazardous or Special Product Waste Program	629,800	656,000	669,000
Waste Reduction / Reuse	1,509,600	1,421,900	1,542,500
Green Bin Program	4,658,100	3,966,730	20,157,700
Advertising / Public Education	325,800	324,650	314,000
<b>Total - 4R's Programs</b>	<b>9,062,700</b>	<b>8,416,080</b>	<b>23,108,200</b>
Regional Landfill - Operating Expenditures	9,771,400	8,360,750	7,857,500
<b>Total - Landfill Operations</b>	<b>9,771,400</b>	<b>8,360,750</b>	<b>7,857,500</b>
Transfer Station #1 (Windsor)	2,409,900	2,447,600	2,451,700
Transfer Station #2 (Kingsville)	917,200	926,200	944,400
Public Drop-Off (Windsor)	1,561,500	1,708,900	1,619,700
<b>Total Transfer Stations and Waste Depot Operations</b>	<b>4,888,600</b>	<b>5,082,700</b>	<b>5,015,800</b>
<b>Sub-Total Operating Exp. Before "Reg. Landfill - Other" Expenses</b>	<b>26,187,500</b>	<b>24,235,130</b>	<b>38,454,350</b>
Contrib. to Reg. Landfill Debt Retirement Reserve - Sun Life Debenture (Last Pmt. 2031)	6,266,860	6,266,860	6,473,030
Contribution to Regional Landfill Perpetual Care Reserve - Scheduled to Resume in 2032	0	0	0
Town of Essex Compensation	3,344,800	2,689,100	2,645,700
Annual Residential Compensation	91,600	82,700	90,000
Loan Repayment to Reserves - Cell Development	1,225,760	1,225,760	1,268,700
Loan Interest - Cell Development	25,000	25,000	25,000
<b>Total - Regional Landfill - Other</b>	<b>10,954,020</b>	<b>10,289,420</b>	<b>10,502,430</b>
<b>Sub-Total Operating Expenditures (Including Reg. Landfill - Other)</b>	<b>37,141,520</b>	<b>34,524,550</b>	<b>48,956,780</b>

# 2026 EWSWA Budget

## Operating Budget Summary Table (Including Perpetual Care)

Other Expenditures	2025 Budget\$	2025 Projection\$	2026 Budget\$
Landfill #2 Perpetual Care - Current Year Expenditures	344,900	327,500	351,600
Landfill #3 Perpetual Care - Current Year Expenditures	667,500	618,100	659,500
<b>Total - Perpetual Care Costs - Landfill Sites #2 &amp; #3</b>	<b>1,012,400</b>	<b>945,600</b>	<b>1,011,100</b>
Non-Eligible Source Recycling Program - Current Year Expenditures	0	0	742,600
<b>Total - NES Program Costs</b>	<b>0</b>	<b>0</b>	<b>742,600</b>
Recycling	6,500	0	71,400
Green Bin	14,126,330	13,821,100	2,465,650
Regional Landfill	2,400,900	2,216,050	1,308,000
Transfer Station #2 (Kingsville)	52,500	10,500	54,000
Transfer Station #1 (Windsor)	110,000	0	110,000
Public Drop Off - Windsor Depot	6,000	243,900	460,400
Regional Landfill - Other	3,688,000	5,471,880	964,000
<b>Total - Capital Works</b>	<b>20,390,230</b>	<b>21,763,430</b>	<b>5,433,450</b>
<b>Grand Total - Operating , Perpetual Care and Capital Expenditures</b>	<b>58,544,150</b>	<b>57,233,580</b>	<b>56,143,930</b>
<b>Total - Revenue</b>	<b>58,191,625</b>	<b>55,823,725</b>	<b>55,579,010</b>
<b>Total - Expenditures in Excess of Revenues</b>	<b>(352,525)</b>	<b>(1,409,855)</b>	<b>(564,920)</b>

Summary Excess Revenue over Expenses Surplus (Deficit) Comprised of the Following:	2025 Budget \$	2025 Projection \$	2026 Budget \$
Operations Deficit - Contribution From Rate Stabilization Reserve	(352,525)	(1,765,495)	(564,920)
Landfill #2 Accumulated Surplus at end of year	0	72,900	0
Landfill #3 Accumulated Surplus at end of year	0	282,740	0
Non-Eligible Source Recycling Program Accumulated Surplus at end of year	0	0	0
<b>Total - Deficit for Year</b>	<b>(352,525)</b>	<b>(1,409,855)</b>	<b>(564,920)</b>

Revenue Summary Table

Account Number	Program	Revenue Re: Regular Operations	2025 Budget \$	2025 Projection \$	2026 Budget \$
710-6510	Administration	Municipal Allocation of Fixed Costs - Admin., Debenture, Compensation	\$10,793,470	\$10,793,470	\$11,119,860
710-6523	Regional Landfill - Other	Total Waste Management Fee - Municipally Delivered Refuse	4,725,700	4,889,300	4,268,180
710-6524	Regional Landfill - Other	Tipping Fees - Municipally Delivered - Organics	737,000	752,900	760,500
710-6673	Regional Landfill - Other	Tipping Fees - Residentially Delivered - Refuse	682,500	653,800	762,500
710-6681	Regional Landfill - Other	Tipping Fees - Residential Customers - Flat Fee for Refuse	332,000	327,200	308,500
710-6674	Regional Landfill - Other	Tipping Fees - Residentially Delivered - Grass	3,000	1,300	3,000
710-6682	Regional Landfill - Other	Tipping Fees - Residential & ICI Delivered - Refrigerants	27,000	35,400	30,000
710-6672	Regional Landfill - Other	Tipping Fees - ICI - Refuse - Landfilled	10,457,700	6,785,280	7,432,600
710-6671	Regional Landfill - Other	Tipping Fees - ICI - Organics & Other Non-Landfilled Materials	1,136,400	1,123,800	1,152,250
710-6699	Regional Landfill - Other	Tipping Fees - Weigh Scale Receipts	26,800	23,400	30,000
710-6680	Regional Landfill - Other	Tipping Fees - Asbestos and Dig Out Fees	22,500	44,700	35,000
710-6675	Administration	Interest Income on Overdue Tip Fees	500	500	500
710-6699	Administration	Miscellaneous Revenue - Inc. Wage Subsidies & CUPE Wage Recovery	17,000	32,000	27,020
710-6701	Administration	Interest Income - Current Bank Account	70,000	150,000	70,000
710-6520	Administration	Recovery of Administration Costs from LF#2 Perp. Care	15,000	15,000	15,900
710-6521	Administration	Recovery of Administration Costs from LF#3 Perp. Care	31,500	31,500	33,400
710-6770	Administration	Admin. Recovery of Wages & Benefits from LF#2 Perp.Care	5,000	5,000	5,300
710-6770	Administration	Admin. Recovery of Wages & Benefits from LF#3 Perp.Care	15,000	15,000	15,900
710-6523	Administration	Recovery of Administration Costs from NES Program	0	0	15,000
710-6805	Administration	Cont. from Rate Stabilization Reserve - Solid Waste Master Plan	0	0	50,000
702-6370	Recycling	Stewardship Ontario/Waste Diversion Organization	0	54,600	0
702-6710	Recycling	Wash Bay Rental - Recycling Program	10,000	0	0
702-6710	Recycling	Container MRF Lease - HGC Management	135,000	135,000	0
702-6711	Recycling	Container MRF Additional Rent - HGC Management	158,500	170,000	0
704-6371	Waste Reduction	County Municipalities - White Goods Collections	35,000	28,800	50,000
704-6372	Waste Reduction	Electronics Recycling Revenue	60,000	60,000	60,000
704-6679	Waste Reduction	Composter & Digester Sales to Public	3,000	1,500	0
704-6772	Waste Reduction	Sale of Compost	230,000	230,000	240,000
704-6773	Waste Reduction	Compost Delivery Fee to Residents	7,500	7,800	8,000
704-6770	Waste Reduction	Recovery of Wages, Benefits & Operating Equipment from NES Program	0	0	90,300
705-6699	Advertising	Circular Materials - Promotion & Education Funding	88,100	90,600	63,500
701-6710	Realty	Rental Income - Farmland & Other	345,525	345,525	345,550
706-6870	Regional Landfill	Contribution from Regional Landfill Reserve - Leachate Management	1,325,000	1,215,200	717,000
706-6770	Regional Landfill	Reg. LF Recovery of Wages & Benefits from LF#2 Perp.Care	62,000	62,000	63,300
706-6770	Regional Landfill	Reg. LF Recovery of Wages & Benefits from LF#3 Perp.Care	82,500	82,500	84,200
703-6676	HSP	Small Business Revenue	28,000	10,000	10,000
703-6799	HSP	Used Auto Battery and Light Bulb Sales	25,000	60,000	60,000
703-6370	HSP	Stewardship Funding - Disposal - Phase One	35,000	25,800	26,000
703-6370	HSP	Stewardship Funding - Contract Labour & Fixed Costs - Phase One	125,000	120,000	122,000

Revenue Summary Table

Account Number	Program	Revenue Re: Regular Operations	2025 Budget \$	2025 Projection \$	2026 Budget \$
708-6799	Transfer Station 2	Sale of Scrap Metal & Batteries	15,000	13,000	15,000
709-6774	Public Drop Off	Sale of Scrap Metal	130,000	135,400	130,000
709-6799	Public Drop Off	Circular Materials - Residential Recycling Depot Subsidy	137,200	307,000	40,400
711-6525	Green Bin	City of Windsor - Program Cost Recovery	1,896,390	1,863,700	9,708,850
711-6526	Green Bin	County of Essex - Program Cost Recovery	1,118,950	1,054,540	6,308,150
711-6527	Green Bin	City of Windsor - Cart Reimbursement	231,780	219,430	1,257,740
711-6528	Green Bin	County of Essex - Cart Reimbursement	135,030	124,190	796,260
711-6829	Green Bin	City of Windsor - Processing Reimbursement	235,380	235,380	1,135,200
711-6530	Green Bin	County of Essex - Processing Reimbursement	125,870	125,870	671,800
711-6871	Green Bin	Contribution from the Waste Reduction Reserve - P&E	914,700	343,620	279,700
	Sub-Total	Recurring Revenue Re: Regular Operations	\$36,793,495	\$32,801,005	\$48,418,360

Account Number	Program	Revenue Re: Landfill #2, Landfill #3 Perpetual Care & NES Program	2025 Budget \$	2025 Projection \$	2026 Budget \$
780-6522	Perpetual Care #2	Contribution From Municipalities	\$304,900	\$304,900	\$278,700
999-8703	Perpetual Care #2	Prior Year's Accumulated Surplus Used to Fund Operations	40,000	95,500	72,900
781-6522	Perpetual Care #3	Contribution From Municipalities	452,210	452,210	376,760
999-8704	Perpetual Care #3	Prior Year's Accumulated Surplus Used to Fund Operations	215,290	448,630	282,740
999-8705	NES Program	Prior Year's Accumulated Surplus Used to Fund Operations	-	-	-
782-6522	NES Program	Contribution From Municipalities	0	0	742,600
	Sub-Total	Revenue Re: Landfill #2, Landfill #3 Perpetual Care and NES Program	\$1,012,400	\$1,301,240	\$1,753,700



Revenue Summary Table

Account Number	Program	Revenue Re: Capital and Non-Recurring	2025 Budget \$	2025 Projection \$	2026 Budget \$
706-6750	Regional Landfill	Sale of Surplus Equipment - Tractor/Truck/Dozer	\$135,000	\$113,250	\$0
706-6815	Regional Landfill	Contrib. from Equipment Replacement Reserve (ERR) - Pickup Truck	40,000	21,500	60,000
706-6815	Regional Landfill	Contribution from ERR - Compactor	0	0	1,000,000
706-6815	Regional Landfill	Contribution from ERR - Aerator Motors	0	0	30,000
706-6815	Regional Landfill	Contribution from ERR - Lawn Tractor	160,000	123,800	0
706-6815	Regional Landfill	Contribution from ERR - Leachate Pump	0	0	50,000
706-6815	Regional Landfill	Contribution from ERR - Bull Litter Fence	86,100	80,000	0
706-6815	Regional Landfill	Contribution from ERR - Methane Detection Maintenance Building	75,000	0	100,000
706-6815	Regional Landfill	Contribution from ERR - Asphalt Paving	150,000	0	50,000
706-6779	Regional Landfill	Loan from ERR - Bull Dozer	1,405,300	1,458,000	0
706-6871	Regional Landfill	Contribution from Waste Reduction - Front End Loader	360,000	406,950	0
	Recycling	Contribution from Waste Reduction Reserve - Container MRF Decommissioning	0	0	71,400
711-6871	Green Bin	Contribution from Waste Reduction - Computer Hardware	12,000	15,400	0
711-6871	Green Bin	Contribution from Waste Reduction - Pickup Truck	78,000	59,000	0
711-6779	Green Bin	Loan from ERR - SSO Transfer Station	1,757,590	2,682,840	0
711-6815	Green Bin	Contribution from ERR - SSO Transfer Station	2,263,600	2,233,160	0
711-6779	Green Bin	Loan from ERR - SSO Transfer Station at Regional Landfill	200,000	0	200,000
711-6779	Green Bin	Loan from ERR & Reg Landfill Debt Reserve - Green Bin Cart Purchase	9,815,140	8,830,700	2,263,650
707-6815	Transfer Station 1	Contribution from ERR - Paving and Concrete Rebuild	110,000	0	110,000
708-6815	Transfer Station 2	Contribution from ERR - Asphalt	50,000	0	50,000
708-6750	Public Drop Off	Sale of Surplus Equipment - Backhoe	0	25,000	0
708-6815	Public Drop Off	Contribution from ERR - Backhoe	0	200,000	0
708-6815	Public Drop Off	Contribution from ERR - (2) Weigh Scales	0	0	457,900
710-6870	Regional Landfill - Other	Contrib. for Regional Landfill Res. - Gas Collection Wellfield	500,000	610,490	964,000
710-6873	Regional Landfill - Other	Contrib. from Future Cell Reserve - Engineering	300,000	0	0
710-6873	Regional Landfill - Other	Loan from Future Cell Development Reserve - Cell #5 North Construction	2,888,000	4,861,390	0
	Sub-Total	Revenue Re: Capital and Non-Recurring	\$20,385,730	\$21,721,480	\$5,406,950
	Total	Revenue	\$58,191,625	\$55,823,725	\$55,579,010

**Essex-Windsor Solid Waste Authority**  
**Schedule of Fees**

Rate Type - Municipal	2026 Rate	2025 Rate	Unit of Measure	Description
Municipally Delivered Refuse - Total Waste Management Fee	\$43.00	\$43.00	Per Tonne	
Water & Waste Water Treatment Plant Residue	\$71.00	\$68.00	Per Tonne	
Municipally Delivered Pallets	See Organics	See Organics	Per Tonne	
Municipally Delivered Street Sweepings	\$17.00	\$14.00	Per Tonne	
Municipally Delivered Organics	\$45.00	\$44.00	Per Tonne	
Rate Type - Residential	2026 Rate	2025 Rate	Unit of Measure	Description
Refuse - Residentially Delivered	4 Loads at \$8	4 Loads at \$7	Kilograms	If weight is 100kg or less.
Refuse - Residentially Delivered - After \$8 Loads Exhausted (See also minimum charge below)	\$125.00	\$105.00	Per Tonne	
Refuse - Residentially Delivered - Minimum Fee (Applies after \$8 loads are exhausted)	\$12.50	\$10.00	Minimum Flat Fee	If load is less than 100 kg and \$8 loads exhausted.
Organics - Residentially Delivered Leaves, Tree Trimmings, Brush, Other	No Charge	No Charge	Per Load	
Organics - Residentially Delivered Grass	\$3 Per Bag \$15 Per Truck or Trailer	\$3 Per Bag \$15 Per Truck or Trailer	Each	
Other - Tires - Passenger	\$0.00	\$0.00	Per Tire	
Other - Tires - Light Truck	\$0.00	\$0.00	Per Tire	
Other - Tires - Medium Truck	\$0.00	\$0.00	Per Tire	
Other - Tires - Farm Tractor	\$0.00	\$0.00	Per Tire	
Other - Residential Pallets	\$56.00	\$53.00	Per Tonne	
Other Refrigerants	\$20.00	\$20.00	Per Unit	
Other - Railway Ties	\$125.00	\$105.00	Per Tonne	
Other - White Goods	No Charge	No Charge	Per Unit	
Other - Recyclables	No Charge	No Charge	Per Load	
Other - Household Chemical Waste	No Charge	No Charge	Per Load	

**Essex-Windsor Solid Waste Authority**  
**Schedule of Fees**

Rate Type - Industrial / Commercial/ Institutional (ICI)	2026 Rate	2025 Rate	Unit of Measure	Description
Refuse - ICI Refuse Delivered to the Regional Landfill	\$71.00	\$68.00	Per Tonne	Gate Rate
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$66.00	\$63.00	Per Tonne	1,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$65.00	\$62.00	Per Tonne	2,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$64.00	\$61.00	Per Tonne	3,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$63.00	\$60.00	Per Tonne	4,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$62.00	\$59.00	Per Tonne	5,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$61.00	\$58.00	Per Tonne	10,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$57.00	\$54.00	Per Tonne	20,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered Under Contract to the Regional Landfill	\$50.00	\$47.00	Per Tonne	30,001 Tonnes and Over (Put or Pay)
Refuse - ICI Refuse Delivered to Transfer Stations	\$78.00	\$75.00	Per Tonne	Gate Rate
Refuse - ICI Delivered Refuse	\$13.00	\$10.50	Minimum Fee	Minimum Fee
Organics - ICI Organics Delivered to Transfer Stations or Regional Landfill	\$56.00	\$53.00	Per Tonne	
Organics - ICI Delivered Organics	\$8.00	\$5.30	Minimum Fee	Minimum Fee
Other - Asbestos	\$150.00	\$150.00	Per Tonne	+ \$150 Per Load Flat Fee
Other - Dig Out Fee	\$75.00	\$75.00	Per Dig Out	
Other - Contaminated Soil to be Landfilled	\$55.00	\$40 (Jan - March) \$50 (April - Dec)	Per Tonne	
Other - Greenhouse Vines and/or Growing Medium to be Landfilled	\$71.00	\$68.00	Per Tonne	
Other - ICI Pallets Delivered to Transfer Station #2 and Regional Landfill	\$56.00	\$53.00	Per Tonne	
Other - Refrigerants	\$20.00	\$20.00	Per Unit	
Other - Weigh Ticket	\$8.00	\$7.00	Per Ticket	
Other - Railway Ties	\$125.00	\$105.00	Per Tonne	
Other - White Goods Without Refrigerants	No Charge	No Charge	Per Unit	
Other - ICI Recyclables	\$5.00	\$0.00	Per Load	
Approved Charities - Loads Delivered to Transfer Stations	\$24.00	\$21.00	Per Tonne	
Approved Charities - Loads Delivered to Transfer Stations - Minimum Fee	\$8.00	\$5.00	Minimum Fee	Minimum Fee
Approved Charities - Loads Delivered to Regional Landfill	\$0.00	\$0.00	Per Tonne	

**ESSEX-WINDSOR SOLID WASTE AUTHORITY**  
**EWSWA 15 Year Planning Forecast – Without Green Bin Program**  
**2026 – 2040**

YEAR	EXPENDITURES	NON-MUN REVENUE	REQUIRED FROM MUNI'S TO BALANCE BUDGET	PROJECTED ASSESSMENT TO MUNICIPALITIES	PROJECTED SURPLUS/ (DEFICIT) FOR THE YEAR	PROJECTED RESERVE BALANCE END OF YEAR	DIFFERENCE IN ANNUAL ASSESSMENT TO MUNICIPALITIES	% ANNUAL INCREASE IN MUNICIPAL ASSESSMENT
<b>1</b>	2017			<b>BUDGET</b>	<b>\$11,013,400</b>			0.00%
<b>2</b>	2018			<b>BUDGET</b>	<b>\$11,250,070</b>			2.00%
<b>3</b>	2019			<b>BUDGET</b>	<b>\$11,819,890</b>			4.10%
<b>4</b>	2020			<b>BUDGET</b>	<b>\$12,469,800</b>			4.10%
<b>5</b>	2021			<b>BUDGET</b>	<b>\$13,076,600</b>			4.10%
<b>6</b>	2022			<b>BUDGET</b>	<b>\$13,810,740</b>			4.10%
<b>7</b>	2023			<b>BUDGET</b>	<b>\$14,418,800</b>			4.10%
<b>8</b>	2024			<b>BUDGET</b>	<b>\$15,009,970</b>			4.10%
<b>9</b>	2025			<b>BUDGET</b>	<b>\$15,519,170</b>	(\$1,765,495)	\$8,663,495	<b>3.40%</b>
<b>10</b>	2026	\$28,825,580	\$12,872,600	\$15,952,980	\$15,388,060	(\$564,920)	\$8,278,075	<b>-0.08%</b>
<b>11</b>	<b>2027</b>	<b>\$29,229,700</b>	<b>\$12,823,881</b>	<b>\$16,405,819</b>	<b>\$16,018,970</b>	<b>(\$386,849)</b>	<b>\$7,891,226</b>	<b>4.10%</b>
<b>12</b>	2028	\$29,752,313	\$13,047,850	\$16,704,463	\$16,675,748	(\$28,715)	\$7,862,512	4.10%
<b>13</b>	2029	\$30,416,652	\$13,118,987	\$17,297,666	\$17,301,089	\$3,423	\$7,865,935	3.75%
<b>14</b>	2030	\$31,099,217	\$13,253,922	\$17,845,294	\$17,863,374	\$18,080	\$7,884,015	3.25%
<b>15</b>	2031	\$31,801,594	\$13,494,542	\$18,307,052	\$18,443,934	\$136,882	\$8,020,897	3.25%
<b>16</b>	2032	\$31,720,871	\$13,137,485	\$18,583,386	\$18,812,813	\$229,427	\$8,250,324	2.00%
<b>17</b>	2033	\$32,221,380	\$13,389,893	\$18,831,487	\$19,189,069	\$357,582	\$8,607,906	2.00%
<b>18</b>	2034	\$32,736,929	\$13,648,411	\$19,088,518	\$19,572,850	\$484,332	\$9,092,238	2.00%
<b>19</b>	2035	\$33,265,394	\$13,913,189	\$19,352,206	\$19,964,307	\$612,101	\$9,704,339	2.00%
<b>20</b>	2036	\$33,807,162	\$14,184,378	\$19,622,784	\$20,363,593	\$740,809	\$10,445,148	2.00%
<b>21</b>	2037	\$34,312,632	\$14,462,136	\$19,850,496	\$20,770,865	\$920,369	\$11,365,517	2.00%
<b>22</b>	2038	\$34,832,216	\$14,746,622	\$20,085,594	\$21,186,282	\$1,100,688	\$12,466,206	2.00%
<b>23</b>	2039	\$35,366,340	\$15,038,001	\$20,328,339	\$21,610,008	\$1,281,669	\$13,747,875	2.00%
<b>24</b>	2040	\$35,915,444	\$15,336,440	\$20,579,004	\$22,042,208	\$1,463,205	\$15,211,079	2.00%

- Objective #1 - By 2027 to have a balanced budget and a favourable Rate Stabilization Reserve balance.
- Objective #2 - Post 2027 - To maintain a balanced budget and to reach a minimum Rate Stabilization Reserve balance of \$5M with goal of 15% of expenditures. With the Green Bin Program, total expenditures for 2027 (with Phase 1 and 2 participation) are forecasted to be \$52,000,000. To reach the Board approved goal of 15% the reserve balance required is **\$7,800,000**.
- Note #1 - The table above does not include the Green Bin Program. Until all municipalities are participating, costs will not be included. Without all municipalities having the same service, the estimated annual Increase in Municipal Assessment calculation does not accurately represent the increase required.
- Note #2 - The recommendation adopted by City and County Council included annual increases of 4.1% between 2019-2027, due to the reduction in municipally delivered waste due to the Green Bin Program, actual increases for 2027 and 2028 are less than 4.1%.



**Council Report: C 2/2026**

**Subject: Support for Invest WindsorEssex (IWE) Grant Application to the Regional Tariff Response Initiative (RTRI)**

**Reference:**

Date to Council: January 26, 2026  
Author: Cristina Melnik  
Senior Economic Development Officer  
519-255-6100 ext. 6416  
cmelnik@citywindsor.ca  
Economic Development & Innovation  
Report Date: 1/6/2026  
Clerk's File #: GM/14960

**To:** Mayor and Members of City Council

**Recommendation:**

- I. That City Council **SUPPORT** Invest WindsorEssex's (IWE) application to the Federal Economic Development Agency for Southern Ontario's Regional Tariff Response Initiative (RTRI); and,
- II. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to issue a letter of support to IWE for the submission of their application to the RTRI grant to provide in-kind support to an upset limit of \$94,600 annually for a four year period toward the project, satisfactory in technical content to the Commissioner, Economic Development, in legal form to the City Solicitor and in financial content to the City Treasurer; and,
- III. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any agreements or documents arising as a result of IWE's successful application to the RTRI grant, satisfactory in technical content to the Commissioner, Economic Development, in legal form to the City Solicitor and in financial content to the City Treasurer.

**Executive Summary:**

N/A

**Background:**

The Federal Economic Development Agency for Southern Ontario (FedDev Ontario) has launched the Regional Tariff Response Initiative (RTRI) to support communities and

industries affected by ongoing trade volatility and global tariff pressures. The initiative is designed to help regions strengthen economic resiliency, diversify markets, and attract new investment in response to shifting international trade conditions.

RTRI provides multiyear, non-repayable funding of between \$125,000 and \$10 million for eligible not for profit organizations. Funding may cover up to 100% of eligible project costs, including staffing, international business development activities, trade missions, participation in global conferences, supply chain development initiatives, and outbound foreign direct investment (FDI) delegations. The program is structured as a four-year funding stream, allowing communities to implement longer term initiatives that build sustained regional capacity.

Eligible activities under the RTRI include:

- international business development missions
- participation in global sector specific conferences
- outbound FDI delegations and investment attraction initiatives
- activities that strengthen regional supply chains and diversify export dependence
- staffing and operational supports required to deliver the program

Invest WindsorEssex (IWE) intends to submit a regional RTRI application and has identified The Corporation of the City of Windsor (City) as a key partner in advancing activities related to investment attraction, site development readiness, and regional economic diversification.

RTRI requires a Letter of Support/Intent from participating partners.

### **Discussion:**

As part of broader municipal efforts to respond to ongoing tariff-related challenges, the City has taken deliberate action to strengthen economic resiliency and support impacted businesses. During the June 9th meeting of Council, Administration drafted C 83/2025 – Tariff Impact and Procurement Strategy, which outlined that the City had launched a comprehensive, multi-faceted strategy to address the impacts of tariffs locally:

**Business Retention:** Through the Economic Development Department, the City supports local businesses by connecting them to federal and provincial programs and maintains close engagement with key foreign investment clients.

**Coordinated Advocacy:** The City participates in the Economic and Trade Task Force alongside IWE and the Windsor Essex Chamber of Commerce to monitor challenges, gather business intelligence, and align advocacy with senior levels of government.

**Workforce Preparedness:** Workforce support delivered through the Windsor Regional Employment Network (WREN) is preparing for potential layoffs, providing retraining, and facilitating job placement services.

**Trade Diversification:** The City continues to collaborate with partners on webinars, resources, and initiatives that help businesses expand into markets beyond the United States.

This report highlights the City's commitment to leveraging available Provincial and Federal support programs to assist local businesses during periods of economic uncertainty. The RTRI provides an opportunity to expand on these efforts through a coordinated, four-year regional program designed to strengthen supply chains, enhance competitiveness, and diversify market access

Additionally, earlier this year, Council approved Administration to partner with IWE on the Trade Impacted Communities Program (TICP) through CR 339-2025, adopted on September 8<sup>th</sup>, 2025. This approval enabled the City to support IWE's provincial funding application and positioned Windsor to participate in a coordinated regional response to tariff-related economic pressures. Through this collaboration, the City would benefit from enhanced investment attraction capacity, sector and market diversification initiatives, and direct staffing resources recoverable from IWE should funding be approved. While a funding decision has not yet been issued at the time of writing this report, IWE has been requested to provide additional information to the Province in support of its TCIP submission and anticipates a final decision in the coming weeks. The proposed RTRI application would complement and build upon the TICP program by expanding the scale, duration, and impact of these efforts, further amplifying initiatives related to market, sector, and product diversification across the City of Windsor.

As part of its RTRI submission, IWE has developed a comprehensive suite of activities aimed at supporting firms across key sectors and enhancing regional investment attraction capacity. The main business support activities proposed in IWE's RTRI application include:

- Accessing certifications & assessments to diversity industries
- Process mapping & productivity improvements
- Export market diversification
- Trade missions, trade shows & FDI tours
- Workshops & procurement training
- B2B networking & industry memberships
- Strategic planning & marketing
- R&D partnerships

These activities directly align with regional economic development priorities and complement the City's ongoing work under Windsor Works, including efforts to expand investment attraction, support business growth, and diversify local supply chains.

Early conversations with IWE regarding the RTRI program emphasized the value of a coordinated, region-wide approach that brings together multiple partners to maximize economic impact. As the region's lead economic development organization, IWE is well positioned to submit a single, unified application that reflects collective priorities across Windsor-Essex. Administration supports IWE taking the lead role in preparing and submitting the RTRI application to ensure alignment, scale, and shared commitment across partners. IWE will be seeking letters of support and various levels of partnership from the following organizations for the application: County of Essex, University of Windsor, St. Clair College, Windsor Essex Chamber of Commerce, WEtech Alliance,

Workforce WindsorEssex, Ontario Aerospace Council, Canadian Tooling & Machining Association, Automate Canada, Canadian Association of Moldmakers, Ontario Greenhouse and Vegetable Growers and Toronto Region Board of Trade.

With assistance from the RTRI grant, IWE will collaborate with the City on the delivery of programming to mitigate the economic impact of U.S. trade disruptions through regional economic diversification and development of local supply chains in the Windsor-Essex area. The initiative will help build resilience by expanding into new markets, attracting foreign direct investment (FDI), and unlocking opportunities in high-growth sectors such as aerospace, defense, agri-business, and clean technologies. This approach leverages IWE's mandate, strong business networks, and ability to represent multiple economic sectors and communities in a single, cohesive proposal, while the City remains an active supporting party in shaping project priorities and supporting implementation.

Administration is seeking Council approval for the provision of in-kind support services to IWE for the purposes of their application submission. If supported, the application will indicate that the City will provide the following in-kind services in support of the proposed project:

- Allocation of up to 50% of staff time, not exceeding \$94,600 annually (including fringe benefits), of the Senior Economic Development Officer over a four-year period. This support aligns with the existing responsibilities outlined in the officer's job description and does not require work beyond the scope of their current role. Specifically, the officer's duties include a focus on business attraction, retention, and expansion, with efforts geared toward facilitating job creation and economic diversification. The role also involves providing strategic input to public agencies, cross-border partners, and regional economic development organizations such as IWE, Tourism Windsor Essex Pelee Island, Windsor Essex Regional Chamber of Commerce, Workforce WindsorEssex, WEtech Alliance, post-secondary institutions, and internal service units of the City regarding the key responsibilities of the economic development portfolio.
- Provide support to eligible developments that meet approved requirements for development-ready (serviced) land at Windsor Airport, specifically for foreign direct investment (FDI) efforts targeting companies in diversified sectors such as medical devices and clean technologies.
- Build on existing strategic priorities outlined in the City's "Windsor Works" strategy, leveraging municipal resources and allocated supports to facilitate industry diversification and FDI attraction.

Additionally, should IWE be successful in their RTRI application to receive their full financial ask of \$10M, the City will receive funding for two (2) positions over four years in the economic development department that will directly contribute to the project, to be recoverable from IWE as an eligible expense.



A summary of the RTRI project, including program objectives and key activities, can be found in Appendix A – Executive Summary: RTRI Project

### **Risk Analysis:**

In the event IWE's application to the RTRI is not successful, the program will not proceed as planned and the City's Letter of Support would become null and void. There is additional risk that if the City does not provide the recommended support toward IWE's application to the RTRI program, this may impact the likelihood of a successful application. If IWE is unsuccessful, the scale and timeframe with which these grant activities could be completed would be drastically impacted given limited resources.

The risk of IWE not fulfilling their obligation to fully fund the two (2) proposed positions in economic development is low, as these positions will be dedicated solely for the purposes of aiding IWE with the RTRI funded project.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

The in-kind contribution of City staff is expected to provide additional support to the overall application, but no recoveries from the grant are expected for this contribution. Support to be provided by the Senior Economic Development Officer to this program reflects the primary job description of the employee. The maximum in-kind contribution of 50% of staff time, up to \$94,600 annually (including fringe benefits), is included in the Economic Development Office (0121151) operating budget.

In addition, the City will provide in-kind support to the application by contributing the previously completed work valued at approximately \$370,000 to make the Windsor Airport property development ready. This work was carried out under the direction of the Windsor Works Project (7202006). It is important to note that the City is not obligated to reserve specific lands for the program.

As previously noted, should IWE be successful in their application to the RTRI, the City will recover approximately \$1,360,000 in incremental salaries and benefit costs for two staff over four years in the economic development department. These costs will be recovered from IWE as an eligible expense of the grant funding. If partial funding is received, staffing allocation and/or support provided to the grant project will be adjusted within existing budgets.

### **Consultations:**

John Aquino - Asset Coordinator

Michael Okanlawon – Financial Planning Administrator

Joshua Meloche – Senior Legal Counsel

**Conclusion:**

Administration recommends the in-kind support and contributions as identified above to the application by IWE to the RTRI Program.

**Planning Act Matters:**

N/A

**Approvals:**

Cristina Melnik	Senior Economic Development Officer
Tony Ardovini	Executive Director Financial Planning & Deputy Treasurer
Matthew Johnson	Executive Director, Economic Development & Climate Change
Wira Vendrasco	City Solicitor
Jelena Payne	Commissioner, Economic Development/Deputy CAO
Lorie Gregg	On behalf of the Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email
Gordon Orr		

**Appendices:**

- 1 Executive Summary RTRI Project

## **Appendix A - Executive Summary: RTRI Project**

### **Overview**

The initiative seeks to reduce regional vulnerability to global tariff risks, strengthen supply-chain competitiveness, and unlock new domestic and international market opportunities. This will be achieved by supporting firms in transitioning from automotive dependency, increasing export capacity, and attracting new foreign direct investment (FDI).

### **Core Program Activities**

The project delivers an integrated suite of activities supporting business modernization, diversification, and global engagement:

#### **1. Certifications & Assessments**

- Support for AS9001, Controlled Goods, and other advanced-sector certifications.
- Capability assessments and implementation support to help companies qualify for aerospace, defence, energy, and other high-growth industries.

#### **2. Productivity & Technology Adoption**

- Process mapping and productivity diagnostics.
- Support for automation, advanced manufacturing, and AI adoption to enhance competitiveness.

#### **3. Export Diversification & Market Development**

- Delivery of the Trade Accelerator Program (TAP) to prepare firms for global markets.
- Programming aimed at reducing dependency on U.S. markets by at least 10%.

#### **4. Trade Missions, Trade Shows & FDI Tours**

- Outbound missions and inbound delegations in clean tech, aerospace/defence, agri-food, pharma, automation, advanced manufacturing, and AI.
- Lead-generation services and sector-specific expertise.

#### **5. Workshops & Procurement Readiness**

- Training on standards, certifications, and procurement processes to help SMEs become preferred suppliers.

#### **6. Networking & Industry Memberships**

- B2B matchmaking, customer introductions, and subsidized participation in key industry associations.

#### **7. Strategic Planning & Marketing**

- Consultant-led development of sector strategies and targeted marketing campaigns highlighting regional assets.

## **8. R&D Partnerships**

- Collaboration with post-secondary institutions to support applied research, innovation, and commercialization.

### **Regional Collaboration**

The proposal is being delivered through a coordinated regional partnership including: City of Windsor, County of Essex, University of Windsor, St. Clair College, Windsor Essex Chamber of Commerce, WEtech Alliance, Workforce WindsorEssex, Ontario Aerospace Council, Canadian Tooling & Machining Association, Automate Canada, Canadian Association of Moldmakers, Ontario Greenhouse Vegetable Growers, and the Toronto Region Board of Trade.

This broad coalition strengthens the application by aligning shared priorities and leveraging diverse sector expertise.

### **Sustainability**

Many program components, certifications, productivity improvements, market access strategies, and new partnerships create permanent capacity within local firms. Export training, procurement readiness, and international connections will continue to generate long-term opportunities beyond the funding period.

BY-LAW NUMBER 14-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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 said by-law is amended by amending the Zoning District Map shown in Column 2 by changing the zoning symbol of the lands described in Column 3 from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amend- ment Number	5. Zoning Symbol	6. New Zoning Symbol
1	11	Lots 309 to 319 & 431 to 441, Part of Lots 320 & 430 and Part of Closed Alley, Plan 1063; PIN No. 01116-0581 LT (in part) & PIN No. 01116-0587 LT (in part) (located on the south part of Kinsmen Norman Road Park and north half of abutting 7.62-metre-wide closed east/west alley, shown as the Subject Lands on Schedule 2 herein)	N/A	GD1.1	RD1.2

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26, 2026 Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026

## BY-LAW NUMBER 15-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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 91.10 of said by-law, is amended by adding the following paragraph:

**13. WEST SIDE OF MCROBBIE ROAD, BETWEEN  
MULBERRY ROAD AND LEISURE CRESCENT**

For the lands comprising of Part Lot 1 and Part Lot 2, Registered Plan 1597, designated as Parts 2, 3 and 5 on 12R-29955, one *Semi-Detached Dwelling* shall be an additional permitted *main use*, and the following additional provisions shall apply to a *Semi-Detached Dwelling*:

- a) *Lot Width: minimum 14.2 m*
- b) *Garage width: maximum 8.1 m*

[ZDM 15; ZNG/7333]

2. That said by-law is further amended by amending the Zoning District Maps shown in Column 2 by changing the zoning symbol of the lands described in Column 3 from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	15	Part Lot 1 and Part Lot 2, Registered Plan 1597  (west side of McRobbie Road, between Mulberry Road and Leisure Crescent; 3185, 3187, 3189, and 3191 McRobbie Road; Roll No. 070-890-04702 and 070-890-00114)	N/A	RD1.1	RD1.1x(13)

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026

BY-LAW NUMBER 16-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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 91.10 of Section 91, of said by-law, is amended by adding the following clause:

**20. SOUTHWEST CORNER OF BYNG ROAD AND LAPPAN AVENUE**

For the lands comprising Lots 110 & 111 and Part of Closed Alley, Plan 1215; Part 2, Plan 12R-27297 (P.I.N. 01348-0464 LT & P.I.N. 01348-0841 LT), a *Multiple Dwelling* shall be subject to the following additional provisions:

- a) *Lot Area: minimum* 674 m<sup>2</sup>
- b) *Building Height: Main Building: maximum* 9.0 m
- c) *Side Yard Width: minimum* 1.2 m
- d) *Dwelling Units: maximum* 6
- e) Notwithstanding Table 24.20.5.1, the *minimum* number of *required parking spaces* shall be 6.
- f) Notwithstanding clause .2 of Table 25.5.20.1, the *minimum parking area* separation from a *street* shall be 2.63 m, and an ornamental *screening fence* having a height of 1.20 m shall span the length of that *parking area* separation, save and except that portion within 0.30 m of an *access area*.
- g) Notwithstanding clause .6 of Table 25.5.20.1, the *minimum* separation of a *parking area* from a *building* wall containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 2.25 m, and the *parking area* separation shall be maintained with *soft landscaping*, save and except any area occupied by a public walkway providing access to a main pedestrian entrance.



- h) A *screening fence* having a height of 1.83 m shall be maintained along the west *lot lines* and any portion of the south *lot line* abutting a *parking area*.
- i) A central air conditioning system shall be provided for each *dwelling unit*.

[ZDM 12; ZNG/7317]

2. That said by-law is further amended by adding the following site-specific holding condition clause to Section 95.20:

- (3) A noise study shall be submitted to the satisfaction of the City Planner. The City Planner shall determine and approve which mitigation measures identified in the approved noise study are to be included in an agreement. The agreement shall be in a form satisfactory to the City Solicitor and registered on title.

[ZNG/7317]

3. That said by-law is further amended by deleting and replacing Section 1.7.1 as follows:

#### **1.7.1 CITY PLANNER**

The City Planner shall be responsible for administering and interpreting this By-law. Any reference to the "City Planner" in this By-law shall include a Deputy City Planner or a designate authorized by the City Planner.

The City Planner shall have the authority to execute an agreement related to the implementation of noise mitigation measures identified in a noise study, provided that the noise study is deemed satisfactory by the City Planner and all legal documentation is in a form satisfactory to the City Solicitor.

[ZNG/6277; ZNG/7317] (B/L 52-2024 April 22/2024)

4. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1 of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Zoning Symbol	5. Zoning Symbol
1	12	Part of Lots 110 & 111 and Part of Closed Alley, Plan 1215; Part 2, Plan 12R- 27297, P.I.N. 01348-0464 LT & P.I.N. 01348-0841 LT (located on the southwest corner of Byng Road and Lappan Avenue)	RD1.1	H(3)RD3.1x(20 )

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026

BY-LAW NUMBER 17-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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 91.10 of Section 91, of said by-law, is amended by adding the following clause:

**14. SOUTH SIDE OF ANNIE STREET AND EAST SIDE OF  
MEADOWBROOK LANE AND SYCAMORE DRIVE**

For the lands comprising Part of Rose Avenue (Closed by R844364 & R963716), Plan 1151; Part 1, Plan 12R-18901 (P.I.N. 01380-0155 LT & P.I.N. 01380-0077 LT), *Dwelling Units* in a *Combined Use Building* and a *Multiple Dwelling* shall be an additional permitted *main use*, and the following additional provisions shall apply:

a) *Dwelling Units* in a *Combined Use Building* shall be permitted with any one or more of the following uses.

- 1. *Business Office*
- 2. *Convenience Store*
- 3. *Personal Service Shop*
- 4. *Professional Studio*

b) *Dwelling Units: maximum* 13

c) *Building Setback - minimum* 3.50 m

d) *Amenity Area - Per Dwelling Unit - minimum* 12.0 m<sup>2</sup> per unit

e) *Gross Floor Area - maximum*

For each *Business Office*,  
*Convenience Store*, *Personal*  
*Service Shop*, or *Professional* 250.0 m<sup>2</sup>  
*Studio*:

f) Notwithstanding clause .3 of Table 25.5.20.1, the minimum parking area separation from an interior lot line or alley shall be 0.0 metres.

g) Notwithstanding clause .5 of Table 25.5.20.1, the minimum separation of a parking area from a building wall in which is located a main pedestrian entrance facing the parking area shall be 0.74 metres.

[ZDM 15; ZNG/7328]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1 of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Zoning Symbol	5. Zoning Symbol
1	15	Part of Rose Avenue (Closed by R844364 & R963716), Plan 1151; Part 1, Plan 12R-18901, P.I.N. 01380-0155 LT & P.I.N. 01380-0077 LT (located on the south side of Annie Street and east side of Meadowbrook Lane and Sycamore Drive)	CD3.3	CD3.3x(14)

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026

## BY-LAW NUMBER 18-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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 Zoning By-law 8600 **BE AMENDED** by adding the following zoning exception to Section 91.10:

### 8. SOUTH SIDE OF CABANA ROAD WEST, WEST OF DOUGALL AVENUE

For the lands comprising Part Lot 3, Registered Plan 1478, a *Townhome Dwelling* shall be an additional permitted *main use* and shall be subject to the following additional provisions:

- a) For this provision a Townhome Dwelling means one *dwelling* vertically divided into a row of a maximum of three dwelling units attached by common interior walls, each wall having a *minimum* area above *grade* of 10.0 sq. m., and may include, where permitted by Section 5.99.80, additional *dwelling units*.
- b) *Lot Width: minimum* 20.0 m
- c) *Lot Width: minimum per townhome dwelling unit* 5.0 m
- d) *Lot Area: minimum* 540 m<sup>2</sup>
- e) *Lot Coverage: maximum* 35.0%
- f) *Building height: maximum* 9.0 m
- g) *Front Yard Depth: minimum / maximum* 6.0 m / 7.0 m
- h) *Rear Yard Depth: Main Building: minimum* 20.0 m
- i) *Side Yard Width: minimum* 1.20 m
- j) In any *required front yard*, a *parking space* is prohibited.
- k) Notwithstanding Section 25.5.20.1.5, the *minimum* parking area separation from a *building* wall in which is located a main pedestrian entrance facing the *parking area* shall be 1.5 m.
- l) Notwithstanding Section 25.5.20.1.6, where a *building* is located on the same *lot* as the *parking area*, for that portion of a *building* wall not containing a *habitable room window* within 4.0 m of the *ground*, the *minimum* parking area separation from that portion of the *building* wall shall be 3.0 m.
- m) A *screening fence* with a *minimum* height of 1.8 m shall be provided along the south *lot line*.
- n) A landscaped area with a minimum width of 2.0 m shall be provided abutting the south *lot line*.

- o) A minimum of 50% of the north exterior wall elevation shall be covered in masonry, brick or any combination thereof. A minimum of 35% of east and west exterior wall elevations shall be covered in masonry, brick or any combination thereof.

[ZDM 9; ZNG/7306]

- 2. THAT Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of Part Lot 3, Registered Plan 1478, situated on the south side of Cabana Road West, west of Dougall Avenue, from RD1.4 to RD1.4x(8).
- 3. That said by-law is further amended by amending the Zoning District Maps shown in Column 2 by changing the zoning symbol of the lands described in Column 3 from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol	6. New Zoning Symbol
1	4	PLAN 1478 E PT LOT 3; (South side of Cabana Road West, West of Dougall) 475-479 Cabana Road West Roll No. 080-100- 11200-0000)	N/A	RD1.4	RD1.4x(8)

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026

## BY-LAW NUMBER 19-2026

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

Passed the 26<sup>th</sup> day of January, 2026.

**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:

That Section 91.10 of said by-law is amended by adding the following clause:

12. **ROSELAND DRIVE SOUTH AND ROSELAND DRIVE EAST, WEST OF  
KENNEDY DRIVE / NEAL BOULEVARD**

For the lands comprising BLK D PL 1241 SANDWICH WEST; WINDSOR (PIN 01289-1265), for any *main use* permitted in RD2.2, the following additional provisions shall apply:

- a) Notwithstanding Section 3.10,
  1. **FRONT LOT LINE** means the *exterior lot line* closest to the wall of the *main building* that contains a garage door or a primary pedestrian entrance.
  2. Any *exterior lot line* that is not defined as a *front lot line* is deemed to be a *side lot line*.
  3. Where two *side lot lines* meet at the same point on a *lot*, that point is deemed to be the *rear lot line*.
- b) The *minimum lot frontage* shall equal the *minimum lot width* required for that permitted *main use*.
- c) For a *main building*, the *minimum* building setback from an *interior lot line* or a *side lot line* shall be 1.50 m.
- d) Section 5.15.1, Section 5.23.5.1, and the *lot width*, *rear yard* depth, and *side yard* width provisions in Section 11.2.5 shall not apply.

[ZDM 9; ZNG/7334]

2. That said by-law is further amended by amending the Zoning District Maps shown in Column 2 by changing the zoning symbol of the lands described in Column 3 from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map	3. Lands Affected	4. Official Plan Amendment Number	5. Current Zoning Symbol	6. New Zoning Symbol
1	9	BLK D PL 1241 SANDWICH WEST; WINDSOR; PIN 01289-1265  (Roseland Drive South and Roseland Drive East, west of Kennedy Drive East / Neal Boulevard; 4276 Roseland Drive East; Roll No. 080-090-06100)	- -	ID1.1	RD2.2x(12)

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026



## BY-LAW NUMBER 20-2026

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 26<sup>TH</sup> DAY OF JANUARY, 2026

Passed the 26<sup>th</sup> day of January, 2026.

**WHEREAS** it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

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

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

By signing this by-law on January 26 2026, Mayor Drew Dilkens will not exercise the power to veto this by-law, and this by-law is deemed passed as of this date.

First Reading – January 26, 2026  
Second Reading – January 26, 2026  
Third Reading – January 26, 2026