

Community Services Standing Committee Meeting

Date: Wednesday, May 1, 2024

Time: 9:00 o'clock a.m.

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

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

MEMBERS:

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman (Chairperson)

Ward 6 - Councillor Jo-Anne Gignac

ORDER OF BUSINESS

Item # Item Description
1. CALL TO ORDER

READING OF LAND ACKNOWLEDGMENT

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

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. ADOPTION OF THE MINUTES

- 3.1. Adoption of the Community Services Standing Committee minutes of its meeting held March 6, 2024 **(SCM 67/2024)**

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

5. COMMUNICATIONS

6. PRESENTATIONS AND DELEGATIONS

7. COMMITTEE MATTERS

- 7.1. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 12, 2023. **(SCM 102/2024)**
- 7.2. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held February 8, 2024 **(SCM 82/2024)**
- 7.3. Minutes of the Windsor Accessibility Advisory Committee of its meeting held February 20, 2024 **(SCM 61/2024)**

7.4. Minutes of the Committee of Management for Huron Lodge of its meeting held March 7, 2024 **(SCM 96/2024)**

8. ADMINISTRATIVE ITEMS

8.1. 2024 Run With Responders and Tug Across the River - City Wide **(C 46/2024)**

8.2. Derwent Park – Approval of the Masterplan – Ward 8 **(S 37/2024)**

8.3. South Cameron Park Trails – Approval of the Conceptual Plan – Ward 10 **(S 38/2024)**

8.4. Windsor Essex Regional Community Safety & Well-Being Plan Update **(S 53/2024) & (SCM 42/2024) & (SCM 365/2023)**

8.5. Annual Update on Asylum Claimants in Windsor **(S 39/2024)**

9. QUESTION PERIOD

10. ADJOURNMENT



Committee Matters: SCM 67/2024

Subject: Adoption of the Community Services Standing Committee minutes of its meeting held March 6, 2024.

Community Services Standing Committee Meeting

Date: Wednesday, March 6, 2024

Time: 9:00 o'clock a.m.

Members Present:

Councillors

Ward 2 - Councillor Fabio Costante

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman (Chairperson)

Ward 6 - Councillor Jo-Anne Gignac

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Ray Mensour, Commissioner, Community Services

Andrew Daher, Commissioner, Human & Health Services

James Chacko, Executive Director, Parks & Facilities

Jen Knights, Executive Director, Recreation & Culture

Kirk Whittal, Executive Director, Housing & Children Services

Tanya Antoniwi, Executive Director, Employment & Social Services

Alina Sirbu, Executive Director, Long Term Care / Administration

Emilie Dunnigan, Deputy Treasurer Financial Planning

Stephen Lynn, Manager Social Policy & Planning

Michelle Staadegaard, Manager, Culture & Events

Dawn Bosco, Manager of Children's Services

Linda Higgins, Manager, Intergovernmental Funding – Employment, Social Services, & Health

Diane Wilson, Manager, Social & Affordable Housing

Charmaine Valbuena, Coordinator Social Planning

Jolayne Susko, Coordinator Housing Administration & Policy

Doran Anzolin, Executive Initiative Coordinator

Anna Ciacelli, Deputy City Clerk

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1. CALL TO ORDER

The Chairperson calls the meeting of the Community Services Standing Committee to order at 9:00 o'clock a.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None presented.

3. ADOPTION OF THE MINUTES

3.1. Adoption of the Community Services Standing Committee minutes of its meeting held February 7, 2024.

Moved by: Councillor Fabio Costante
Seconded by: Councillor Mark McKenzie

THAT the minutes of the Community Services Standing Committee meeting held February 7, 2024 **BE ADOPTED** as presented.

Report Number: SCM 50/2024

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None presented.

5. COMMUNICATIONS

None Presented.

6. PRESENTATIONS AND DELEGATIONS

8.3. Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028 – City Wide

Chris Loreto, Managing Principal, StrategyCorp Inc. and Nabiha Chowdhury, Senior Consultant, StrategyCorp Inc.

Chris Loreto, Managing Principal, StrategyCorp Inc. and Nabiha Chowdhury, Senior Consultant, StrategyCorp Inc. appear before the Community Services Standing Committee regarding the report entitled "Pathway to Potential Windsor-Essex County Poverty Reduction Strategy 2024 – 2028"

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and provide a brief overview of the project; including the multi-year strategy; goals; plans for implementation in neighbourhood programs; Stakeholder Input in Shaping Strategy; Pathway to Potential Strategy: Vision, Mission and Values; Pathway to Potential Strategy: Goals & Action Items; and provide summary of next steps.

Shelley Fellows, Co-Chair, ProsperUs Leadership Council and Rose Hayes, Co-Chair, ProsperUs Advocacy Working Groups

Shelley Fellows, Co-Chair, ProsperUs Leadership Council and Rose Hayes, Co-Chair, ProsperUs Advocacy Working Groups appear before the Community Services Standing Committee regarding the administrative report entitled “Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028” to support the strategy and to highlight the successes of the efforts of the past several years. Ms. Fellows also provides ideas for areas of investment to aid in reducing childhood poverty in collaboration with ProsperUs and Pathway to Potential.

Councillor Fabio Costante inquires about the neighbourhood approach pillar. Mr. Loreto indicates that the idea is to leverage the money to be put to the highest and best use. Mr. Loreto adds they will target at the neighbourhood level, use resources and leverage other resources already available. They will agree on the criteria and framework used to identify and prioritize neighbourhoods and based on the identified neighbourhoods, they can identify if additional programming is needed to address poverty. Governance and continued input on progress in the neighbourhoods sharing best practices, identifying gaps in programming in order to achieve the objective of moving the needle. Continuing to use available data to make the greatest impact where it is needed.

Councillor Fabio Costante inquires about the timelines regarding developing the framework. Charmaine Valbuena, Coordinator, Social Planning appears before the Community Services Standing Committee regarding the administrative report entitled “Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028” and indicates that in April they will be working with municipal and community partners to help to identify criteria for selecting priority neighbourhoods.

Councillor Fabio Costante inquires about the funding and of the \$2.1 million, how much will be directed towards the neighbourhoods pillar. Ms. Valbuena indicates that \$1 million will go towards the strategy between the City and County.

Councillor Fabio Costante inquires whether the process will inform this strategy at a later date. Mr. Loreto indicates that the government of Canada’s quality of life framework will be used as a source to identify core measures for P2P. The first year will be about working with community partners and aligning measures by which they want to judge progress.

Councillor Fabio Costante inquires how the neighbourhood renewal pillar will compliment the work of ProsperUs and United Way already being done. Ms. Fellows indicates that the focus is on the growth and development of the child. Specifically, from youth to graduation from education and into

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careers for financial sustainability. Aligning the work of the P2P with the available data in order to connect the voice of affected residents to the programming being supported.

Councillor Jo-Anne Gignac inquires related to all of the known agencies how is the City going to pull them all together to make a bigger impact. Mr. Loreto indicates that the network of agencies and programs needs to be identified in order to maximize their effectiveness. Through research and consultations, poverty is complex but also inherently local. To move the needle, they have to know the data in our own backyard and analyze the data to be able to understand the needs in order to provide adequate programming.

Councillor Renaldo Agostino inquires how the poverty threshold is being determined and defined. Stephen Lynn, Manager Social Policy and Planning appears before the Community Services Standing Committee regarding the administrative report entitled “Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028” and indicates that they use Canada’s official line of poverty outlined by the market basket measure. It is based on the basket of goods and the affordability of goods in the region.

Councillor Renaldo Agostino inquires if current market changes are going to be taken into account as we look to fund this program until 2028. Andrew Daher, Commissioner, Human and Health Services appears before the Community Services Standing Committee regarding the administrative report entitled “Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028” and indicates that they have been using the same funding envelope since 2017 and that this is a roadmap for the next four years utilizing the existing budget.

Councillor Renaldo Agostino inquires whether the desire is to focus on a particular neighbourhood and measure success from that neighbourhood before moving on. Ms. Velbuena indicates that they would focus on a select number of neighbourhoods between the city and county.

Councillor Renaldo Agostino inquires as to how those neighbourhoods would be selected and by whom. Ms. Velbuena indicates that through the priority neighbourhood selection process, they would define the criteria to determine which neighbourhoods and data from community partners and existing resources will also be accessed.

Councillor Mark McKenzie inquires as to how families and individuals living in poverty are being identified. Mr. Lynn indicates that available regional affordable programs are marketed and neighbourhood identification is part of next steps.

Councillor Mark McKenzie inquires as to what the plan is to address the increasing number of people living in poverty. Mr. Daher indicates that the type of funding required would be brought forward to council. Data will drive recommendations and decisions. If there is not a significant change noted in the community, more funding may be needed to implement change.

Councillor Jo-Anne Gignac inquires how the City can use the data they already have through city initiatives to direct residents towards available programs and agencies. Mr. Daher indicates that poverty involves many factors including health, homelessness, housing, etc. and as the case loads

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continue to increase, it is difficult to pinpoint one specific factor which causes poverty in our city. Administration will continue to review the data that they have available.

Moved by: Councillor Fabio Costante
Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 234**

THAT the report of the Coordinator, Social Planning dated February 16, 2024 entitled "Pathway to Potential: Windsor-Essex County Poverty Reduction Strategy 2024 – 2028 – City Wide" **BE RECEIVED**; and,

THAT City Council **APPROVE** the new plan entitled Pathway to Potential: Windsor Essex County Poverty Reduction Strategy 2024-2028, attached as appendix A.
Carried.

Report Number: S 29/2024
Clerk's File: SS/10488

8.2. Temporary Exhibition Look Again! Outside! Extension and Expansion - City Wide

Jennifer Matotek, Executive Director, Art Windsor-Essex (Art Gallery of Windsor)

Jennifer Matotek, Executive Director, Art Windsor-Essex (Art Gallery of Windsor) appears before the Community Services Standing Committee regarding the administrative report, entitled "Temporary Exhibition Look Again! Outside! Extension and Expansion" and provides a brief overview of the proposed extension and expansion and provides details of the proposed location of the works.

Terry Kennedy, area resident

Terry Kennedy, area resident appears before the Community Services Standing Committee regarding the administrative report entitled "Temporary Exhibition Look Again! Outside! Extension and Expansion" to oppose the extension of the program as savings can be spent elsewhere in the City.

Councillor Mark McKenzie inquires as to the response from the residents and BIA's. Ms. Matotek indicates that the response through community consultation has been positive.

Councillor Mark McKenzie inquires about issues related to vandalism. Ms. Matotek indicates that there have not been any reported issues, there is an audit conducted 2-3 times per year to check on condition.

Councillor Fabio Costante inquires whether there is a protective barrier of some sort. Ms. Matotek indicates that the material the art is printed on is very resilient and easy to clean and maintain.

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

Decision Number: **CSSC 233**

THAT the request from the Art Gallery of Windsor (AGW, currently operating as Art Windsor-Essex AWE) to extend the *Look Again! Outside!* temporary exhibition of up to thirty-one (31) reproduction paintings in frames in the spring of 2024 for a period of up to ONE YEAR **BE APPROVED**; and further,

THAT the request from the AGW to relocate two (2) of these reproduction paintings in frames currently displayed in various locations in Sandwich Town to Paterson Park until the end of 2024 **BE APPROVED**; and further,

THAT the City Solicitor, or designate **BE AUTHORIZED** to prepare a Consent to Enter Agreement for the Art Gallery of Windsor to allow its employees, agents and contractors (collectively "**AGW**") to enter Paterson Park (the "**Consent Lands**") for the purpose of installing and maintaining the reproduction paintings (the "**Works**") to be relocated to the Consent Lands approved as to form and content by the City Solicitor, and in content by the Executive Director, Recreation and Culture, and the Executive Director, Parks and Facilities including the following terms:

- (i) The term of the agreement shall be for a period of up to one (1) year, commencing in the spring of 2024;
- (ii) The cost for the Consent to Enter Agreement will be granted for nominal consideration of \$1.00;
- (iii) AGW will be responsible for ensuring there is no damage to the Consent Lands and, upon termination of the Consent to Enter Agreement, any disturbance of the Consent Lands resulting from AGW's carrying out of its Works will be restored by AGW at its own cost to the satisfaction of the Executive Director, Parks and Facilities;
- (iv) AGW will be required to provide the City with indemnification and require proof of insurance with the following minimal coverage, satisfactory to the City: \$5,000,000 Commercial General Liability coverage, with "The Corporation of the City of Windsor" listed as an additional insured and cross-liability coverage and 30 days' notice of cancellation. The coverage must not exclude the Consent Lands and must specifically acknowledge the Consent Lands are included on the proof of insurance. The City reserves the right to amend, restate and/or supplement the above requirements as determined by the City's Risk and Insurance Department from time to time.

THAT Administration **BE AUTHORIZED** to work with AGW to determine an appropriate area for the relocation of two (2) other existing framed reproduction paintings to new Sandwich Town locations until the end of 2024; and further,

THAT City Council **AUTHORIZE** the waiver of fees of up to \$8,525.00 for the permit to extend the total thirty-one (31) temporary art displays, as well as the refundable indemnity fee; and further,

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THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign an agreement with the AGW for the installation of the artworks in the City Right-of-Way, including the Consent Lands, for a period of up to ONE YEAR beginning in the spring of 2024, approved as to form and content by the City Solicitor, or designate and in technical content by the Manager of Right-of-Way, in financial content to the City Treasurer, and in content by the Executive Director, Recreation and Culture, and the Executive Director, Parks and Facilities.
Carried.

Report Number: S 27/2024
Clerk's File: SR/13926

7. COMMITTEE MATTERS

None Presented.

8. ADMINISTRATIVE ITEMS

6.1. Amendment to the Windsor–Essex Child Care and Early Years Services System Plan 2020-2025: Priority Neighbourhoods for CWELCC Directed Growth

Councillor Fabio Costante inquires about how the list of neighbourhoods was populated including the information on the chart in the report. Dawn Bosco, Manager Children's Services appears before the Community Services Standing Committee regarding the administrative report entitled "Amendment to the Windsor–Essex Child Care and Early Years Services System Plan 2020-2025: Priority Neighbourhoods for CWELCC Directed Growth" and indicates that this report relates to an amendment to our service system plan. The data from the initial plan presented to council in 2019 was gathered through extensive consultation with more than 3000 individuals and a number of data sets. More data was gathered from Stats Canada, Census data and other data sources and the categories were used to score out of 10.

Councillor Fabio Costante inquires whether there was a minimum threshold in order for a category to receive a check or if it was due to an absence of data. Ms. Bosco indicates that several data points were utilized to score each neighbourhood, and an absence of data would result in a lack of scoring.

Councillor Fabio Costante inquires how the City will be able to achieve growth in child care spaces if there is no funding allocated towards capital expansion. Ms. Bosco indicates that there is no capital funding allocated at this time, but there may be an announcement later this year. There may be start-up grant funding available to provide materials and equipment as well as funding to support these spaces operationally.

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Councillor Fabio Costante inquires whether the City will be able to achieve our growth targets in the absence of capital funding. Ms. Bosco indicates that the number of applications that they currently have will cover the 2024 and 2025 numbers.

Councillor Mark McKenzie inquires whether the \$10 a day child care has overloaded the system and caused long wait lists. Ms. Bosco indicates that it has resulted in some complexities, although more affordable and accessible. The City has the opportunity to increase to 1587 spaces by 2026.

Councillor Mark McKenzie inquires whether school boards are stepping up to provide more daycare spaces in schools. Ms. Bosco indicates that as part of this agreement there is a specified number of spaces allocated for schools and community spaces by the ministry.

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 235**

THAT this report of the Manager of Children's Services dated February 16, 2024 entitled "Amendment to the Windsor–Essex Child Care and Early Years Services System Plan 2020-2025: Priority Neighbourhoods for CWELCC Directed Growth" **BE ACCEPTED**; and further,

THAT the Executive Director of Housing and Children's Services **BE AUTHORIZED** to submit The Amendment to the Windsor-Essex Child Care and Early Years Service System Plan 2020-2025: Priority Neighbourhoods for CWELCC Directed Growth to the Province of Ontario's Ministry of Education (MEDU) as required under the *Child Care and Early Years Act, 2014* (CCEYA); and further,

THAT the Executive Director of Housing and Children's Services **BE AUTHORIZED** to submit subsequent reports and updates on The Amendment to the Windsor-Essex Child Care and Early Years Service System Plan 2020-2025: Priority Neighbourhoods for CWELCC Directed Growth to the Ministry of Education (MEDU) as requested.
Carried.

Report Number: S 32/2024
Clerk's File: SS/13629

8.1. 2024 Municipally Significant Event Status, Wards 2,3,4,9

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 236**

THAT the request from; Northern Heat Rib Series; Rotary Club of Windsor (1918); Poutine Feast Ontario Inc.; Windsor-Essex Pride Fest; SOTC Productions; Zalent Creatives; and Hotel-Dieu Grace Healthcare Foundation for approval of designation as 'municipally significant' for the purpose of applying for their Special Occasions Permit – Public Event **BE APPROVED** by City Council subject to the terms and conditions of the Special Event Agreement with the City; and further,

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THAT City Council **APPROVE** the following proposed significant event dates for 2024:
Thursday May 23, 2024 through Sunday May 26, 2024

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

Friday May 31, 2024 through Sunday June 2, 2024

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

Thursday June 6, 2024 through Sunday June 9, 2024

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

Saturday June 8, 2024

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

Saturday July 27, 2024 or Saturday August 24, 2024

- The Hangar (Canadian Aviation Museum) hosted by SOTC Productions
- This event takes place on private property that does not hold a liquor license
- The event will only take place on one of the dates, not both

Friday August 9, 2024 through Sunday August 11, 2024

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

Friday August 16, 2024 through Sunday August 18, 2024

- Windsor International Diaspora African Festival (Lanspeary Park) hosted by Zalent Creatives

Saturday September 14, 2024

- Survivor Challenge (Malden Park) hosted by Hotel-Dieu Grace Healthcare Foundation

Carried.

Report Number: S 26/2024

Clerk's File: SR2024

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

Councillor Fabio Costante requests clarification related to funding and the rent mitigation efforts recipients won't be affected. Mr. Daher indicates that is correct. Mr. Daher recognizes the hard work of his team. Mr. Daher provides financial information related to the original report and provides details related to potential impacted households. The mitigation strategies have been effective and no households will be impacted as a result. Council will be apprised of any potential impacts should they arise.

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Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 237**

THAT this updated report from the Coordinator, Housing Administration & Policy and the Social Housing Analyst dated February 16, 2024 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" **BE RECEIVED**; and further,

THAT the Executive Director, Housing and Children's Services **BE AUTHORIZED** to pursue additional funding opportunities, and take action as required to reduce the amount of funding that may be requested from the municipal tax base; and further,

THAT the Commissioner, Human and Health Services **BE AUTHORIZED** to **APPROVE** and **SUBMIT** applications and related submissions and amendments to secure operating funding for the purpose of extending expiring rent supplement/housing allowance households, beyond their March 31, 2024 expiry, if in core housing need and at risk of homelessness without the assistance of a rent subsidy/housing benefit; and further,

THAT the City Clerk and Chief Administrative Officer and City Clerk **BE AUTHORIZED** to **EXECUTE** any Agreements and related documents, amendments and/or extensions related to operating funding for the purpose of extending rent supplement households beyond their March 31, 2024 expiry, if in core housing need and at risk of homelessness without the assistance of a rent subsidy/housing benefit, provided the Funding Agreements and any related documents, amendments and/or extensions are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Commissioner of Human and Health Services, provided that any agreements do not exceed the funding in the approved City budget in each respective year; and further,

THAT for the duration of the rent supplement/housing allowance/housing benefit programs the Commissioner of Human and Health Services **BE AUTHORIZED** to submit any necessary reports and documents required by the respective provincial and/or federal ministry and/or other funder(s) to remain in compliance with mandatory reporting requirements under the program(s) provided they are satisfactory in financial content to the City Treasurer or designate, and in technical content to the Executive Director, Housing and Children's Services; and further,

THAT the Executive Director, Housing & Children's Services **REPORT BACK** on the outcome of the expiring rent supplement and any other mitigation strategies post completion.
Carried.

Report Number: S 31/2024

Clerk's File: GH/14271

8.5. 2024 Ministry of Education (MEDU)- Child Care, EarlyON Child and Family Centres and Canada Wide Early Learning and Child Care (CWELCC) Funding Update

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Councillor Jo-Anne Gignac inquires whether the funding for administrative management is being reduced. Mr. Daher indicates that in 2021 there was a potential budget concern relating to the administrative funding. It was at 10% at that time, and was later reduced to 5%. One time transitional funding was being used, however it is likely no longer going to be available and there is a potential risk. Mr. Daher notes hopefully in summer of 2024 there is going to be a new funding formula with an administrative component tied to that that may assist. Since 2017, there has been a 116% increase to our operating budget. We are hopeful that the new funding formula will include an administrative component that will address the reductions.

Councillor Jo-Anne Gignac inquires whether municipalities across the province are receiving this funding. Ms. Bosco indicates that they will be receiving another allocation of funding prior to the summer. There will be an administrative component, support for some ECEs in the field, as well as some innovative funding that will be received.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 238**

THAT the report of the Manager of Children's Services dated February 16, 2024 entitled "2024 Ministry of Education (MEDU)- Child Care, EarlyON Child and Family Centres and Canada Wide Early Learning and Child Care (CWELCC) Funding Update" **BE RECEIVED**; and further,

THAT the City Clerk and the Chief Administrative Officer **BE AUTHORIZED** to execute Ministry of Education (MEDU) Service Agreements and any amendments for 2024 and subsequent years on behalf of the City for the delivery of Child Care and Child and Family Support Programs including EarlyON Child and Family Centres (EarlyON CFC) in accordance with the City's legislated obligations as determined by the Ministry of Education. Authorization would be subject to approval as to the technical content by the Human and Health Services Commissioner, as to the legal form by the City Solicitor and as to financial content by the City Treasurer, at a cost not to exceed the funding allocation provided by Ministry of Education or as allocated in the approved City budget in each respective year; and further,

THAT the Human and Health Services Commissioner **BE AUTHORIZED** to sign Grant Letters for 2024 and subsequent years, on behalf of the City for the delivery of child care and family support programs in accordance with the City's legislated obligations as determined by the Ministry of Education. Authorization would be subject to approval as to the technical content by the Executive Director of Housing & Children's Services, as to the legal form by the City Solicitor and as to financial content by the City Treasurer, and subject to no municipal contribution being required; and further,

THAT City Council **AUTHORIZE** the Executive Director of Housing & Children's Services to approve administrative reports as required by the Ministry, and where reports contain financial matters or where the Ministry requires the City Treasurer to attest to financial reports (examples listed below), that the City Treasurer, or designate, also **BE AUTHORIZED** to sign:

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- Annual Transfer Payment Budget Submission
- Memorandums of Understanding
- Financial Reports (Interim, Financial Statement, Amendments, and other financial reports specified from time to time by the Ministry)
- Attestations & Declarations
- Year End Financial Reports/ (Transfer Payment Annual Reconciliation)
- Administrative Reports as specified from time to time by the Ministry; and further,

THAT the City **ENTER INTO** Purchase of Service Agreements with licensees, agencies and/or school boards as determined by the Human and Health Services Commissioner; and further,

THAT the Human and Health Services Commissioner **BE AUTHORIZED** to sign, amend, or terminate Purchase of Service agreements with licensees, agencies and/or school boards on behalf of the City in accordance with the criteria established by the MEDU Service Agreement and mitigation funding where the net city contribution does not exceed \$150,000 or \$1,000,000 gross. For Purchase of Service agreements that exceed a \$150,000 net city contribution or a \$1,000,000 gross contribution, in addition to the Human and Health Services Commissioner, the Chief Administrative Officer will be required to sign as a secondary authority; and further,

THAT Purchase of Service Agreements **BE APPROVED** as to technical content by the Executive Director of Housing & Children's Services, as to legal form by the City Solicitor and as to financial content by the City Treasurer, or designate. As long as the agreements conform to the standard format reviewed and pre-approved by the City Solicitor, the City Solicitor is not required to approve each individual as to form; and further,

THAT the Human & Health Commissioner has the discretion **TO TERMINATE** any Purchase of Service agreements upon the grounds as set out in the agreement and without the need to obtain Council approval, except as provided herein.
Carried.

Report Number: S 28/2024
Clerk's File: SS/13629

8.6. Legislated Five Year Review of the 10-year Housing and Homelessness Master Plan, 2024

Moved by: Councillor Fabio Costante
Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 239**

THAT this report of the Acting Manager, Homelessness & Housing Support dated February 16, 2024 entitled "Legislated Five Year Review of the 10-year Housing and Homelessness Master Plan, 2024" **BE ACCEPTED**; and further,

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THAT the Executive Director of Housing and Children's Services, or their designate **BE AUTHORIZED** to access funding through the Social Housing Reserve Fund (Fund 141) for an amount up to \$200,000 plus any applicable taxes, to hire a consultant to complete the legislated five-year review of the Windsor Essex 10-year Housing and Homelessness Master Plan; and further,

THAT Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the five-year review of the Windsor Essex 10 year Housing and Homelessness Master Plan project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the Chief Financial Officer, in legal form to the City Solicitor; and in technical content to the Executive Director of Housing and Children's Services and Commissioner of Human and Health Services; and further,

THAT the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation for the five-year review of the Windsor Essex 10-year Housing and Homelessness Master Plan project, satisfactory in financial content to the Chief Financial Officer, in legal form to the City Solicitor; and in technical content to the Executive Director of Housing and Children's Services and Commissioner of Human and Health Services; and further,

THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to Chief Financial Officer, in legal form to the City Solicitor; and in technical content to the Executive Director of Housing and Children's Services and Commissioner of Human and Health Services; and further,

THAT Administration **BE AUTHORIZED** to issue any change order(s) for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to Chief Financial Officer, and in technical content to the Executive Director of Housing and Children's Services and Commissioner of Human and Health Services; and further,

THAT the Executive Director of Housing and Children's Services or their designate **ENSURES** the updated Windsor Essex 10-year Housing and Homelessness Master Plan aligns with the direction set by the Ministry of Municipal Affairs and Housing, addresses local needs and, **REPORT BACK** to Council to present the updated plan; and further,

THAT the Executive Director of Housing and Children's Services, or their designate **BE AUTHORIZED** to make the necessary submissions in a form and format required under the *Housing Services Act, 2011* related to the Windsor Essex 10-year Housing and Homelessness Master Plan for the duration of the plan.
Carried.

Minutes
Community Services Standing Committee
Wednesday, March 6, 2024

Page 14 of 14

Report Number: S 30/2024
Clerk's File: GH/11710

9. QUESTION PERIOD

None registered.

10. ADJOURNMENT

There being no further business the meeting of the Community Services Standing Committee is adjourned at 10:30 o'clock a.m. The next meeting of the Community Services Standing Committee will take place on Wednesday, April 3, 2024.
Carried.

Councillor Sleiman (Chairperson)

Deputy City Clerk / Supervisor of Council Services

Item No. 7.1



Committee Matters: SCM 102/2024

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 12, 2023



**MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE**

MEETING MINUTES

TUESDAY, DECEMBER 12TH, 2023; 2:00PM TO 3:00PM

VISION: "A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES, AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"

In Attendance

Co-Chair

Sandra Zwiers

Members

Mary Birch, Kevin Blondin, Karel DeGraaf, Angela Ferguson, Bill Marra, Eric Nadalin

Project Team

Amanda Alchin, Doran Anzolin, Stephen Lynn, Michelle Oake

Regrets

Co-Chair

Andrew Daher

Members

Jeanie Diamond-Francis, Frank Providenti, Carolyn Warkentin, Jason Woods, Joyce Zuk

Agenda Item	Highlights	Action/Update
Call to Order	<p>1.1 Welcome</p> <ul style="list-style-type: none"> Sandra Zwiers, Co-Chair of the Regional Systems Leadership Table (RSLT) and Chief Administrative Officer, County of Essex, welcomed members. Guests from the Violence Against Women Coordinating Committee Windsor Essex (VAWCCWE) were scheduled to attend to present under Agenda Item 5.1 Community Spotlight. Due to a conflict with VAWCCWE Members' schedules, the Community Spotlight presentation will be added to the next Quarterly RSLT Meeting. RSLT Members look forward to learning more about the great work the VAWCCWE is completing in the community. <p>1.2 Establish Quorum and Call to Order</p> <ul style="list-style-type: none"> 7 members were present, establishing quorum. The meeting was called to order at 2:01 pm. <p>1.3 Approval of Today's Agenda</p> <ul style="list-style-type: none"> The Meeting Agenda for December 12, 2023, was approved. <p>1.4 Declaration of Conflicts of Interest</p> <ul style="list-style-type: none"> N/A <p>1.5 Approval of September 13th, 2023, Meeting Minutes</p>	

	<ul style="list-style-type: none"> The September 13, 2023, Meeting Minutes were approved. 	
<p>Matters of Discussion</p>	<p>2.1 Progress Updates: WERCSWB Projects</p> <ul style="list-style-type: none"> A high level review of the four priority areas within the WERCSWB Plan (henceforth the 'Plan') was provided: <ul style="list-style-type: none"> Priority #1: Good Governance & Data Priority #2: Engaged & Safe Communities Priority #3: Mental Health & Substance Use Supports Priority #4: Financial Security & Economic Equity Each priority category consists of two goals and up to three initiatives per goal. In total, eight goals have been set, and 17 initiatives were established to achieve and action the goals. These must be actioned by 2026. <ul style="list-style-type: none"> 2.1.1 Community Investment Fund <ul style="list-style-type: none"> Municipal funding, provided by the City and County, will be used for awareness initiatives, training opportunities, safety and crime prevention walks, and other areas of the Plan that must be actioned, where grant funding has not been secured. The RSLT was provided with an update regarding the projects, (including Goal 3 and Goal 7), being actioned through the Community Investment Fund. 2.1.2 Building Safer Communities Fund (BSCF) <ul style="list-style-type: none"> Through the BSCF, \$2.7 million will be provided to the City of Windsor by Public Safety Canada, over three years to support the prevention of youth gun and gang violence in the region. The media announcement, implementation activities (e.g. expansion of programs provided by New Beginnings and Youth Diversion, Public Call for Proposals and Development of a Regional Crime Prevention Council), and timelines were discussed. 2.1.3 Data Consortium <ul style="list-style-type: none"> An update was provided and received on the Data Consortium project, which falls under Priority #1 of the Plan (Good Governance & Data). Next steps were discussed; moving forward, the Project Team will work with the City of Windsor's IT Department and community partners to propose a data project that can be built upon in the future. 2.1.4 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) <ul style="list-style-type: none"> An update was provided regarding SSNAPP's presentation to senior leadership from the Windsor Essex County Health Unit, Windsor Police Service, and the City of Windsor. A brief recap was provided regarding the SSNAPP initiatives underway, and how the SSNAPP Grant's partnerships and key performance indicators simultaneously action the Plan's Goal 4, Goal 5 and Goal 6. 	
	<p>3.1 RSLT Terms of Reference</p>	<p>ACTION</p>

<p>Unfinished Business</p>	<ul style="list-style-type: none"> • <i>Terms of Reference</i> were disseminated for signature through DocuSign. Signing was paused due to undeliverable email addresses associated with recent hospital cyber attack. • <i>Terms of Reference</i> will be re-distributed via DocuSign. <p>3.2 New Structure of RSLT Meetings</p> <ul style="list-style-type: none"> • An update regarding the new structure of RSLT was provided. • Michelle Oake will be attending partnered committee meetings to streamline information reported to the RSLT moving forward. <p>3.2.1 Review Committee for Future (ESN and PWLE) RSLT Members</p> <ul style="list-style-type: none"> • The process and status on the expansion of the RSLT, to include members of the Enhanced Sector Network (ESN) and People with Lived Experience (PWLE), was discussed. • The <i>New Member</i> Selection Committee will be meeting in early 2024 to review and evaluate the Expressions of Interest submitted. 	<ul style="list-style-type: none"> • Amanda Alchin will redistribute the <i>Terms of Reference</i> through DocuSign.
<p>New Business / Round Table Discussion</p>	<p>4.1 Good News</p> <ul style="list-style-type: none"> • A Gantt chart was provided to RSLT Members, outlining the Plan’s priorities, goals, implementation actions, and their proposed timelines, with a completion date of December 2025. <p>4.2 Review of Events</p> <p>4.2.1 Festival of Guest Nations & Public Safety Day (September 2022/2023)</p> <ul style="list-style-type: none"> • The Project Team has attended this event since 2022, to bring awareness of the Plan and its ongoing implementation activities. <p>4.2.2 Safety and Crime Prevention Walks (2022/2023)</p> <ul style="list-style-type: none"> • Safety and Crime Prevention Walks have occurred in Leamington, Tecumseh, Essex, Harrow, and Windsor over the past two years. • The Project Team hopes to promote sustainability of Safety and Crime Prevention Walks by building internal capacity with partner municipalities, so that walks can be facilitated on an as-needed basis. <p>4.2.3 CPTED Training (2022/2023)</p> <ul style="list-style-type: none"> • In both 2022 and 2023, the Project Team hosted Crime Prevention through Environmental Design (CPTED) Workshops. Police Services, community partners and administration from partnered municipalities, attended these trainings. <p>4.2.4 DWCC Community Potlucks (2023)</p> <ul style="list-style-type: none"> • Community Engagement Events hosted in partnership with the SSNAPP Grant Team were discussed. There were approximately 200 attendees at each event hosted at Bruce Park, Mitchell Park, Wigle Park, and Glengarry Complex. <p>4.2.5 Trauma Training Sessions (2023)</p> <ul style="list-style-type: none"> • Multiple Trauma Training Sessions were provided to service providers throughout Windsor Essex, in partnership with the SSNAPP Grant Team. 	

	<ul style="list-style-type: none"> • Post-training evaluations were administered, and requests were expressed by service providers for additional future trainings. <p>4.2.6 Crisis Training Intervention (2023)</p> <ul style="list-style-type: none"> • In partnership with the SSNAPP Grant Team, Multiple Crisis Training Intervention Workshops were hosted by the Crisis Training Resource Institute. These trainings brought together more than 110 local service providers across the region. The training equipped frontline staff with skills and tools to de-escalate potentially violent situations, and provide support in crises. 	
<p>Guest Presentation</p>	<p>5.1 Community Spotlight: Update from Community Leaders</p> <ul style="list-style-type: none"> • VAWCCWE has been re-invited invited to the upcoming March meeting. 	
<p>Adjournment</p>	<p>6.1 Next Quarterly Meetings</p> <ul style="list-style-type: none"> • March 21, 2024 (Virtual: 8:30 am – 9:30 am) • June 12, 2024 (Virtual: 9:00 am – 10:00 am) • September 11, 2024 (Virtual: 9:00 am – 10:00 am) • December 11, 2024 (Virtual: 9:00 am – 10:00 am) <p>6.2 Meeting Adjourned</p> <ul style="list-style-type: none"> • The meeting was adjourned at 1:48 pm. 	

Item No. 7.2



Committee Matters: SCM 82/2024

Subject: Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held February 8, 2024

A meeting of the **Executive Committee Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:00 o'clock p.m. at Willistead Manor, there being present the following members:

D. Sanborn, Chair
J. Evans
C. Gaudette
R. Gauthier

Also in attendance are the following Resource Personnel:

D. Seguin, Deputy Treasurer – Financial Accounting
C. Menard, Supervisor, Community Programming - Cultural Affairs
& Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board
of Directors, Willistead Manor Inc.

1. CALL TO ORDER

The Chairperson calls the meeting to order at 4:04 o'clock p.m. and the Executive Committee considers the Agenda being Schedule "A" ***attached*** hereto, matters, which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by J. Evans, seconded by C. Gaudette,
That the minutes of the Executive Committee Board of Directors
Willistead Manor Inc. meeting held November 9, 2023, **BE ADOPTED** as presented.

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. REPORTS

4.1 Chairperson

D. Sanborn discusses the Mayor's reception, which was a success, noting its high attendance and expressing satisfaction with the donations received.

4.2 Administration

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Facilities:

- The re-installation of the repaired window grate covers is ongoing. New capstones, where needed, have been ordered and will be installed in the spring. The Main Courtyard restoration project is on track, despite anticipated weather delays. The tentative start date is the last week of February 2024 (weather dependent).
- The vent covers in the Coach House have been re-installed and the cabinet lighting will be handled next.
- The large chandelier for the Walker bedroom has yet to be installed. Scheduling coordination between Facilities and the US Company was not possible in December or January due to holiday schedules and Bright Lights. The goal is to have it in place by May 2024.

Manor Closure:

- Willistead Manor will remain open during the courtyard restoration. Rental bookings are still being accepted, and At the Manor events will proceed. A strategy has been formulated and approved by Windsor Fire & Rescue Services, Health & Safety and Risk Management to ensure operations can continue once the courtyard renovations start. The Paul Martin Gardens will serve as the main entrance while the main courtyard is fully inaccessible. Updates have been made to the website and clients have been informed.

Custodian RFP Update:

- The recruitment for the new Willistead Manor Heritage Custodian and Maintenance Attendant (Live-in; a contract position) is complete. Dakota Sweet has accepted the position effective February 5, 2024. Bonnie will be providing training and support to Dakota until March 31st, 2024.
- A Retirement Open House event for Bonnie has been tentatively scheduled for Wednesday, March 20th, 2024. Details will be shared with the Board once they are finalized.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard is currently updating the Room Guide to include the Coach House and is working on updating the Willistead Manor brochure.
- The Holiday Tours were a big success again in 2023. 2,828 guests attended the tours, which resulted in \$15,384 in sales.
- The Mayor's Reception was a big success once again this year with significant donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and Friends of Willistead. There was also great coverage from CTV News Windsor and The Windsor Star.

At the Manor Programming:

- 2024-2025 dates are set and on the website. The promo card is designed and currently at the printer. Events include:
 - Easter Sunday Brunch Buffet, Sunday, March 31, 2024.
 - Mother's Day Brunch Buffet, Sunday, May 12, 2024
 - Art in the Park. Saturday-Sunday, June 1-2, 2024.
 - July Summer Tours. Wednesdays nights (6-8 p.m.), Sunday afternoons (1-4 p.m.).
 - 4th Annual High Tea & Garden Party. Sunday, July 28, 2024. Seatings at 10:00 a.m., 1:00 p.m. & 4:00 p.m.
 - 4th Annual Harvest Dinner. Thursday, October 10, 2024.
 - Poetry at the Manor – Vol. 12. Wednesday, October 23, 2024. 7:00 to 9:30 p.m.
 - Annual Holiday Tours. Sundays, December 1, 8, 15, 22 & 29, 2024 from 1:00 to 4:00 p.m.
 - Annual Holiday Tours. Wednesdays, December 4, 11 & 18, 2024 from 6:00 to 8:00 p.m.
 - Breakfast with Santa. Sundays, December 1, 8, 15 & 22, 2024.
 - Easter Sunday Brunch Buffet. Sunday, April 20, 2025.
 - Mother's Day Brunch Buffet. Sunday, May 11, 2025.
 - Art in the Park. Saturday-Sunday, June 7-8, 2025.

Documentary Updates:

- There are no new updates concerning the Willistead documentary at this time. Suede Productions is still planning its own distribution/release and details are currently not available.

4.3 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting, provides the current account balances as follows:

- Operating Account -- \$20,139.
- Savings Account -- \$69,774.

- Furnishings Trust -- \$26,398.

D. Seguin indicates that the \$10,000 annual transfer to the Willistead Furnishings Trust account will be completed soon, as will the \$4,500 annual transfer from the City of Windsor.

5. NEW BUSINESS

J. Evans inquires about the status of the planned donor wall in the Coach House, sharing a photo of a donor wall that he came across. The Committee members engage in a brief discussion about their preferences for its design.

J. Evans suggests revisiting the strategic plan created during the Willistead Manor Inc. Board of Directors strategic planning session five years ago.

C. Gaudette inquires about the unveiling of Mary Walker's portrait, which is currently in the process of being painted. It is proposed that the event be scheduled sometime after Art in the Park.

The Committee members engage in a discussion regarding the recruitment of new Board members.

6. DATE OF NEXT MEETING

The next meeting of the Executive Committee Board of Directors, Willistead Manor Inc. will be held at the call of the Chair.

7. ADJOURNMENT

There being no further business, the meeting is adjourned at 4:45 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

SG
February 8, 2024

A meeting of the **Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, there being present the following members:

D. Sanborn – Chair
A. Abu-Zahra
MJ. Dettinger
J. Evans
R. Gauthier
C. Gaudette
R. Jasey
D. Langstone
C. Pitman

Regrets from Board Members:

E. Morasset
M. McKenzie
A. Jahns

Also in attendance are the following resource personnel:

D. Seguin, Deputy Treasurer – Financial Accounting
C. Menard, Supervisor, Community Programming - Cultural Affairs
& Willistead Manor Coordinator
S. Gebauer, Council Assistant & Executive Secretary to the Board
of Directors, Willistead Manor Inc.

1. CALL TO ORDER

The Chairperson calls the meeting to order at 4:51 o'clock p.m. and the Board considers the Agenda being Schedule "A" **attached** hereto, matters, which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by C. Gaudette, seconded by D. Langstone,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held November 9, 2023, **BE ADOPTED** as presented:

Carried.

3. BUSINESS ARISING FROM THE MINUTES

None.

4. CHAIRPERSON'S REPORT

D. Sanborn comments on the remarkable success of the Mayor's reception as well as the donations received from the Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and the Friends of Willistead. D. Sanborn notes that the Walker Family descendants are very enthusiastic about the progress at the Manor and are happy to support it.

D. Sanborn notifies the Board members that with the addition of the Willistead Logo and additional wording on the metal name badges, as well as the addition of letterhead and envelopes, the initial budget of \$750 approved for the purchase of stationery, including business cards, and metal name badges has been exceeded.

Moved by R. Jasey, seconded by C. Gaudette,

THAT the Board of Directors, Willistead Manor Inc. **AUTHORIZE** an increase to the upset limit approved on March 9, 2023, for the purchase of stationery and metal name badges for the Board members, from \$750.00 to \$900.00; and,

Account. THAT the expenditure **BE FUNDED** from the Willistead Manor Operating

Carried.

Moved by A. Abu-Zahra, seconded by R. Gauthier,

That the following motion approved by email poll taken by S. Gebauer, Executive Secretary of the Board of Directors, Willistead Manor Inc. on January 10, 2024, **BE CONFIRMED AND RATIFIED:**

THAT the Board of Directors, Willistead Manor Inc., **APPROVE** an expenditure in the amount of \$614 for a Christmas lunch held at Willistead Manor for members of the Walker Family as well as the purchase of two (2) arrangements that were presented as gifts; and,

THAT the expenditure **BE FUNDED** from the Willistead Manor Inc. Operating Account.

Carried.

5. REPORTS

5.1 Management

C. Menard, Supervisor, Community Programming - Cultural Affairs & Willistead Manor Coordinator provides the following updates:

Facilities:

- The re-installation of the repaired window grate covers is ongoing. New capstones, where needed, have been ordered and will be installed in the spring. The Main Courtyard restoration project is on track, despite anticipated weather delays. The tentative start date is the last week of February 2024 (weather dependent).
- The vent covers in the Coach House have been re-installed and the cabinet lighting will be handled next.
- The large chandelier for the Walker bedroom has yet to be installed. Scheduling coordination between Facilities and the US Company was not possible in December or January due to holiday schedules and Bright Lights. The goal is to have it in place by May 2024.

Manor Closure:

- Willistead Manor will remain open during the courtyard restoration. Rental bookings are still being accepted, and At the Manor events will proceed. A strategy has been formulated and approved by Windsor Fire & Rescue Services, Health & Safety and Risk Management to ensure operations can continue once the courtyard renovations start. The Paul Martin Gardens will serve as the main entrance while the main courtyard is fully inaccessible. Updates have been made to the website and clients have been informed. Signage at the Manor will go up at the appropriate time.

Custodian RFP Update:

- The recruitment for the new Willistead Manor Heritage Custodian and Maintenance Attendant (Live-in; contract position) is complete. Dakota Sweet has accepted the position effective February 5, 2024. Bonnie will be providing training and support to Dakota until March 31st, 2024. Bonnie will also be staying on as a part-time guide and therefore will be available to assist during the transition if required.
- A Retirement Open House event for Bonnie has been tentatively scheduled for Wednesday, March 20th, 2024. Details will be shared with the Board once they are finalized.

Willistead Park, Parking Lot, Exterior Areas Updates:

- Funding for the fence repair/refinish will be available in 2029/2030.
- Funding for the replacement of the parking lot will be available in 2029.

Culture & Events Updates:

- C. Menard is currently updating the Room Guide to include the Coach House and is working on updating the Willistead Manor brochure.
- The Holiday Tours were a big success again in 2023. 2,828 tour guests attended the tours, which resulted in \$15,384 in sales.
- The Mayor's Reception was a big success once again this year with significant donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust, Martha Henkel and Friends of Willistead. (News release is attached as *Appendix A*). There was also great coverage from CTV News Windsor and The Windsor Star.

At the Manor Programming:

- 2024-2025 dates are set and on the website. The promo card (attached as *Appendix B*) is designed and currently at the printer. Events include:
 - Easter Sunday Brunch Buffet, Sunday, March 31, 2024.
 - Mother's Day Brunch Buffet, Sunday, May 12, 2024
 - Art in the Park. Saturday-Sunday, June 1-2, 2024.
 - July Summer Tours. Wednesdays nights (6:00-8:00 p.m.), Sunday afternoons (1:00-4:00 p.m.).
 - 4th Annual High Tea & Garden Party. Sunday, July 28, 2024. Seatings at 10:00 a.m., 1:00 p.m. & 4:00 p.m.
 - 4th Annual Harvest Dinner. Thursday, October 10, 2024.
 - Poetry at the Manor – Vol. 12. Wednesday, October 23, 2024. 7:00 to 9:30 p.m.
 - Annual Holiday Tours. Sundays, December 1, 8, 15, 22 & 29, 2024 from 1:00 to 4:00 p.m.
 - Annual Holiday Tours. Wednesdays, December 4, 11 & 18, 2024 from 6:00 to 8:00 p.m.
 - Breakfast with Santa. Sundays, December 1, 8, 15 & 22, 2024.
 - Easter Sunday Brunch Buffet. Sunday, April 20, 2025.
 - Mother's Day Brunch Buffet. Sunday, May 11, 2025.
 - Art in the Park. Saturday-Sunday, June 7-8, 2025.

Documentary Updates:

- There are no new updates concerning the Willistead documentary at this time. Suede Productions is still planning its own distribution/release and details are currently not available.

A. Abu-Zahra asks about the possibility of screening the Willistead documentary during a movie night in Willistead Park. C. Menard explains that until Suede Productions grants permission, organizing a public screening is not feasible. C. Menard

indicates that M. Staadegaard will contact Suede at the end of April for an update and will mention the Committee's interest in hosing an event in the park.

The Board members discuss Bonnie's retirement walk through and propose to reschedule the March Board meeting to align with this event so that all Board members could participate. It is decided that the March 14th meeting of the Board will be rescheduled to Wednesday, March 20th at 4:00 o'clock p.m. and that the Executive Committee meeting for March will be cancelled.

5.2 Treasurer

D. Seguin, Deputy Treasurer – Financial Accounting, provides the current account balances as follows:

- Operating Account -- \$20,139.
- Savings Account -- \$69,774.

D. Seguin indicates that the \$4,500 annual transfer from the City of Windsor will be completed soon.

6. COMMITTEES

6.1 Fundraising

None.

6.2 Community Relations and Promotion

None.

6.3 Acquisitions

R. Gauthier informs the Board members that the Acquisitions Committee has acquired a bench from DuMouchelles, which has been placed in the master bedroom. The purchase price of the bench was \$361.46 USD.

R. Gauthier informs the Board members that C. Menard coordinated the development of a virtual walk-through of the Manor in Christmas décor. The video was sent to the Walker Family descendants.

6.4 Friends of Willistead (FOW)

C. Pitman, provides the following updates:

- The holiday tours were very successful, exceeding the attendance numbers from last year.
- Six Willistead Board members and 46 FOW members helped decorate.
- Some of the more worn-out material was replaced.
- 41 FOW members volunteered during the seven tours, which were very well attended.
- Sales were very strong and the Willistead Manor prints were very popular.
- The tear down took place over three days.
- FOW continue to work on the 3rd floor, making room for new purchases and recycling some of the older items.
- All of the members enjoyed the Mayor's reception and it was meaningful for them to meet some of the Walker Family descendants.
- There are twelve new people possibly interested in joining the FOW.
- Planning for Art in the Park will begin at their next meeting.
- The Rum Runners Tour (Encore Productions) has booked a tour for June 11th, 2024.

C. Menard indicates that the Encore Productions Group has expressed interest in additional tours and that further discussions will take place.

6.5 Education

R. Jasey indicates that a few different schools will be participating in field trips to Willistead Manor, during four separate dates in the spring, which have not yet been finalized. Walkerville Eatery will be catering the events and will be delivering Customer Service Training.

6.6 Historical

None.

6.7 Event Planning

None.

7. NEW BUSINESS

D. Langstone informs the Board members that he has noticed during a recent visit to the Manor, that some of the pieces of art in the Manor are not labelled, while others are identified with brass plaques. C. Menard indicates that there has been some discussion concerning labeling portraits and developing an online resource with QR codes.

8. DATE OF NEXT MEETING

The next meeting of the Board of Directors, Willistead Manor Inc. will be held Wednesday, March 20, 2024, at 4:00 o'clock pm.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:48 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY



NEWS RELEASE

FOR IMMEDIATE RELEASE

January 21, 2024

Donors Support Restoration and Preservation of Historic Willistead Manor in Walkerville

*\$142,000 Combined Donation from Charleigh Charitable Trust,
Rotary Club of Windsor (1918), Martha Henkel, and Friends of Willistead*

Mayor Drew Dilkens was joined today by members of City Council, City administration, Willistead Manor Inc., the Friends of Willistead, Rotary Club of Windsor (1918), descendants of Hiram Walker, and others at a reception to recognize donors and supporters of Willistead Manor. The annual reception provided an opportunity for Willistead Manor enthusiasts to deliver significant donations in support of Windsor's historic gem in Walkerville.

Rotary Club of Windsor (1918) presented a cheque for \$87,364.59 to the City of Windsor, with the funds having been raised at last summer's 43rd Annual *Art in the Park* Festival. For the second year in a row, *Art in the Park* reached record attendance, with 40,000 visitors and 275 exhibitors filling the park. This is Rotary's signature fundraising event in which proceeds raised go toward supporting the restoration of Willistead Manor and the charitable projects of the Rotary Club of Windsor (1918).

Charleigh Charitable Trust presented \$25,000 – the second installment of a multi-year commitment on behalf of the Walker family descendants. This portion of the full \$100,000 donation first announced in 2023, from Leigh and Charles Merinoff, was presented on behalf of their family: their parents Pam and Tony Morse, and their children Leslie Merinoff and Brian Kwasnieski, and Andrew Merinoff and Lauren Pikovski. Pam Morse is a great-great granddaughter of Hiram Walker. The Walker descendants actively support the Coach House Historical Exhibition, which opened in 2022, and shares the history of Hiram Walker, Walker family and legacy, Walker businesses and community impacts, formation of Walkerville, Edward and Mary Walker, construction and uses of Willistead Manor, and much more.

Martha Henkel, great-great granddaughter of Hiram Walker, presented a cheque representing her \$25,000 commitment over the last twelve months toward the ongoing restoration and preservation of the manor.

The Friends of Willistead, a non-profit volunteer organization dedicated to the preservation, restoration and interpretation of Willistead Manor committed \$5,000, a combination of funding and in-kind support towards restoration and special heritage

projects at the manor, along with support for public and private tours throughout the year and decorating and co-hosting the annual holiday tour program at the manor.

2023 highlights for restoration work and special projects at Willistead Manor included the following:

- Installation of a new cooling tower and heat pumps
- Restoration of the Paul Martin Gardens Terrace
- Restoration of the North Terrace
- Foundation waterproofing in the gardens and select exterior areas
- Restoration of exterior window well grates
- Restoration of the sidewalk to the sunken gardens in Willistead Park
- Regrading of the south lawn
- Restoration of the original terrazzo floor in the Coach House Historical Exhibition

In 2024, the Willistead Manor Inc. Board of Directors will unveil a recently commissioned portrait of Mary Walker created by artist Michele Van Maurik in the style of the portraits of Edward Chandler Walker, Hiram Walker, and James Harrington Walker that hang inside Willistead Manor. The new portrait of Mrs. Walker will be displayed in the Great Hall, directly across from her husband's portrait.

Also this year, from January to the end of May, the main courtyard at Willistead Manor will undergo a full restoration. This work will include tearing up the temporary concrete courtyard that was poured during the 2018 restoration work, and removal of the access ramp contained within the courtyard. The restored courtyard will be close to the original layout, with material installed in the same original pattern across approximately 2,000 square feet of hardscape. It will include new planting beds surrounding the courtyard perimeter, and a new ramp installed to meet current accessibility standards.

During this important restoration project, the main courtyard will be closed and inaccessible. In an effort to minimize the impact on potential rental guests, some rental bookings, including weddings and receptions, will still be considered by facility staff, with some minor accommodations. Guests looking to book events during this project time-frame are asked to contact Willistead Manor at 519-253-2365 by phone or willistead@citywindsor.ca by email.

For more information on Willistead Manor, please visit Willistead.ca. For more information on Art in the Park, please visit ArtInTheParkWindsor.com.

To donate to Willistead Manor, please make cheques payable to Willistead Manor Inc., or visit the [manor's online donation portal](#).

Quotes

“City Council and the City of Windsor remain committed to heritage conservation and preservation at the historic Willistead Manor in Walkerville. Year after year, we see

impactful work undertaken, with exciting projects aimed at preserving the manor while enhancing public access and engagement opportunities. The generous donations from Rotary Club of Windsor (1918), Charleigh Charitable Trust and the Walker family descendants, the Friends of Willistead, and so many others help make this important work possible. The City and Council thank these partners and supporters for their significant contributions, and encourage everyone to visit Willistead Manor the first opportunity you get.”

- City of Windsor Mayor Drew Dilkens

“Our family is thrilled to see the progress made at Willistead Manor utilizing last year’s donation. The Coach House Historical Exhibition has come to life and continues to evolve, and we’re so happy to hear that Windsor residents and visitors to the community are engaging with it regularly. It is truly an honour to see our family legacy celebrated in the city of Windsor. Thank you to the Willistead Board, the Friends of Willistead, and the City of Windsor for their work to preserve the manor and the story of the Walker family. It is wonderful to see our multi-year contributions being put to such great use at Willistead. Thank you on behalf of our family: our parents Pamela and Tony Morse, and our children Leslie Merinoff and Brian Kwasnieski, and Andrew Merinoff and Lauren Pikovski.”

- Leigh and Charles Merinoff, on behalf of the Walker family descendants

“The Willistead Manor Inc. Board of Directors remains impressed and moved by the incredible community engagement with Willistead Manor. Donors, supporters, partners, rental parties, artists and performers, and so many guests support, visit and engage with Willistead Manor year after year. We remain so very grateful to our donors, including Rotary Club of Windsor (1918), Charleigh Charitable Trust and the Walker family and descendants, the Friends of Willistead, and the City of Windsor. We were proud to help the City move forward with the restoration of the floor in the Coach House Historical Exhibition room, and with the design phase of the upcoming main courtyard restoration project. We are excited to be heading up the commission of a portrait of Mary Walker that will soon join the collection of artworks that help to preserve and share the story of Willistead Manor and the Walker family. Thank you to everyone who helped Willistead Manor become the best historical attraction in our region last year. What an exciting time for Walkerville’s Willistead Manor.”

– Douglas Sanborn, Chair, Willistead Manor Inc. Board of Directors

“The Rotary Club of Windsor (1918) was thrilled to partner with the City of Windsor in holding *Art in the Park* at the beautiful historic Willistead Manor and Willistead Park. We look forward to smashing attendance records yet again this June.”

- Allan Kidd, President, Rotary Club of Windsor (1918) & Chair of *Art in the Park*



At the Manor

Join us for a series of unique events and initiatives *At the Manor*. Through theatre and opera performances, literary events and poetry readings, public and private tours, brunches, dinners and more, Willistead Manor is bursting with amazing engagement opportunities year round. Space is limited for these unforgettable offerings in Windsor's arts, culture and heritage gem in Walkerville. Please explore the back of this card to find out what's in store for you with the 2024 - 2025 *At the Manor* series. We look forward to welcoming you to Willistead Manor!

Willistead Manor | 1899 Niagara St. | Windsor
 519-253-2365 | Willistead.ca | ThymeToGo.ca



At the Manor 24/25



July Summer Tours

Select Sundays & Wednesdays in July 2024. Dates at Willistead.ca

4th Annual High Tea & Garden Party

Sunday, July 28, 2024 | Seatings at 10 a.m., 1 p.m., and 4 p.m.

4th Annual Harvest Dinner

Thursday, October 10, 2024 | 5:00 p.m.

One dinner seating | Epic farm-to-table roast & seasonal dishes

Poetry at the Manor - Vol. 12

Wednesday, October 23, 2024 | 7 p.m.

Co-hosted by Windsor's Poet Laureate Emeritus Marty Gervais
and Poet Laureate Peter Hrastovec

Annual Holiday Tours

Sundays, December 1, 8, 15, 22 & 29, 2024 | 1 p.m. - 4 p.m.

Wednesdays, December 4, 11 & 18, 2024 | 6 p.m. - 8 p.m.

Breakfast with Santa

Sundays, December 1, 8, 15 & 22, 2024 | One seating at 10 a.m.

Easter Sunday Brunch Buffet

Sunday, April 20, 2025

Seatings at 9 a.m., 10:30 a.m., 12:00 p.m., and 1:30 p.m.

Mother's Day Brunch Buffet

Sunday, May 11, 2025

Seatings at 9 a.m., 10:30 a.m., 12:00 p.m. & 1:30 p.m.

Art in the Park

Saturday, June 7 & Sunday, June 8, 2025 | ArtInTheParkWindsor.com

Detailed Event Info at Willistead.ca
Special Event Tickets at ThymeToGo.ca

Item No. 7.3



Committee Matters: SCM 61/2024

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held February 20, 2024



Windsor Accessibility Advisory Committee

Meeting held February 20, 2024

A meeting of the Windsor Accessibility Advisory Committee is held this day commencing at 10:00 o'clock a.m. via Zoom video conference, there being present the following members:

Sally Bennett Olczak, Co-Chair
Peter Best, Co-Chair
Councillor Fred Francis
Surendra Bagga
Danica McPhee
Nicholas Petro
Caleb Ray

Guests in attendance:

Joy Mayerhofer
Saamer Mansoor

Also present are the following resource personnel:

Mark Keeler, Accessibility/ Diversity Officer
James Chacko, Executive Director, Parks
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak calls the meeting to order at 10:01 o'clock a.m. and the Committee considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

2. Declaration of Conflict

3. Adoption of the Minutes

Moved by Caleb Ray, seconded by Danica McPhee,
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held
December 5, 2023 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Capital Fund Recommendations

Sally Bennett Olczak, Co-Chair indicates that the capital expenditures for Huron Lodge and the Windsor Public Library will proceed to City Council for approval in the near future.

4.2 Audio Pedestrian Signals - Update

Mark Keeler, Accessibility/Diversity Officer provides the following comments relating to the audio pedestrian signals:

- At this time there are 27 intersections with accommodation of the Campbell and the Polara audio pedestrian signals.
- Although some form of standard or guideline is suggested, every intersection is different. In some cases an Enwin pole or other configuration at an intersection might make it difficult to have the push button exactly where it is supposed to be.
- There are still some engineering challenges associated in coming up with a standard that applies equally to every single intersection.
- Administration is also looking for feedback from WAAC in terms of what are the next upgrades that WAAC would like to see along with the source of the funding, i.e. from WAAC or city funds.
- Administration has advised that there will be a section built into the Facility
- Accessibility Design Standards (FADS) guidelines.

Peter Best, Co-Chair advises that the 27 intersections with audio pedestrian signals is less than ten percent of all the traffic signals in the City of Windsor and adds that there is a need for more.

4.4 Capitol Theatre – Accessible Parking

Sally Bennett Olczak, Co-Chair indicates that the Coordinator, Parking Services has been liaising with a member of the community who has expressed the need for additional accessible parking near the Capitol Theatre.

4.5 Speed Humps

Mark Keeler provides an overview relating to speed humps as follows:

- Council approved the installation of speed humps on several streets in 2023 as the traffic calming initiative is quite important to the city.
- The city is willing to look at the specifications for speed humps.
- Expresses concern with the design of speed humps especially with the running slope going up across the hump and the tapered sides of the hump.
- There are also concerns with maintenance and snow and with inconsistent slopes on some of the sides.
- The challenge is when a car is going over a hump, they need that slope to slow the vehicle down.
- Suggests whether a person is low vision or in a wheelchair, there is a need to find a way to direct a person to where they should be crossing through that path. Will speak to Engineering regarding the use of “markings” and will report back.
- In terms of next steps, he suggests the creation of a small group to discuss the speed hump matter and the following members volunteer – Danica McPhee, Peter Best, Caleb Ray, Nick Petro, Surendra Bagga.

Peter Best states that the speed hump is for the vehicles. He expresses concern with the space and suggests a flat level unobstructed area between the curb and the speed hump.

Nick Petro refers to the side slope and the free space and states there should be diagonal lines to differentiate where the ground is flat and slightly canted.

Moved by Caleb Ray, seconded by Peter Best,
That the update provided by the Accessibility/Diversity Officer regarding speed humps in the City of Windsor **BE RECEIVED**.
Carried.

4.6 Transit Windsor Report on Accessibility Complaints

Mark Keeler advises he met with Alena Sleziak, Manager Customer Contact Centre who provided a demonstration of the screens used by 311 operators. He indicates there is a check box for accessibility that groups all of the accessible complaints together.

Administration determined it was not recommended to add a “flag” for Transit as there is a check box that groups all of accessibility complaints. However, a caller may not always indicate that they were on a bus on a given day or time so it is difficult for 311 to track the call. He notes that accessibility complaints are now being directed to him along with the Executive Director of Transit Windsor.

Peter Best indicates that he receives calls on a continuous basis regarding accessibility complaints relating to riding a Transit Windsor bus. He proposes the formation of a working group to help identify and resolve the issues. Mark Keeler states that he will contact Transit Windsor to see if they are amenable to a working group.

Councillor Fred Francis advises that 311 does not do follow-up and does not do extensive tracking after the call has been received. Once the complaint has been forwarded to the city department, 311 assumes that the situation has been resolved. He suggests that Mark Keeler contact the Executive Director of Transit Windsor to ascertain what is done with the complaints once received.

Moved by Councillor Fred Francis, seconded by Nick Petro,
That the update regarding accessibility complaints sent to Transit Windsor by 311
BE RECEIVED.
Carried.

4.7 Sandy’s Point

Peter Best provides the following comments relating to Sandy’s Point:

- Sandy’s Point is a comfortable place located at Alexander Park, enjoyed by folks from Lions Manor, and seniors and it is important that the community be made aware of what the City has done to provide this space.
- Suggests holding a public event at Sandy’s Point the first week in June which is Accessibility Awareness Week to commemorate Sandra Friesen, former member of the Windsor Accessibility Advisory Committee.
- The purpose of Sandy’s Point was to provide a safe space for people who are visually impaired, people with disabilities and seniors with walkers located at the west end of the park. Through funding provided by City Council, an accessible table and a commemorative bench to honour Sandy Friesen was placed in this area.

Sally Bennett Olczak, Co-Chair adds that the view is beautiful looking over to Belle Isle and the Renaissance Centre.

4.8 Further Development of Sandy’s Point – 2024 Forward

Peter Best suggests the placement of accessible amenities in Sandy’s Point. In response to a question asked by Surendra Bagga regarding if some sort of shelter will be

erected, Peter Best responds that a protected area would certainly be welcomed especially during the summer months. Discussion ensues regarding the lack of a paved pathway to the accessible washrooms.

James Chacko, Executive Director, Parks advises that the older washrooms on the western portion of the property have been decommissioned and will most likely be demolished. In response to Peter Best's concern regarding access from the river walkway to the new washroom building, he notes it is lacking in an accessible connection. A few designs have been worked on to install a connection that would run from the washroom along the east side of the parking lot right along the playground to connect the riverwalk. He adds because of the steepness and the incline and the transition from the parking lot and washroom to the riverfront, they need to install a switchback in that space which will require significant funding which is not available at this time. He remarks that Parks will continue to look for grant opportunities.

Sally Bennett Olczak, Co-Chair suggests that in the grant proposal that Parks would have a matching consideration from WAAC.

Moved by Caleb Ray, seconded by Danica McPhee,
That the update regarding Sandy's Point located at Alexander Park **BE RECEIVED.**
Carried.

4.3 Facility Accessibility Design Standards (FADS)

Mark Keeler reports that the subcommittee has been meeting weekly and coming into section 4.5 of the FADS and expects to complete the document by late spring/early summer. He adds that the City of Windsor's FADS is the only one in Canada that has recommendations from people with disabilities.

Sally Bennett Olczak, Co-Chair requests that the FADS Table of Contents be provided at the next meeting of WAAC.

Moved by Danica McPhee, seconded by Caleb Ray,
That the Facility Accessibility Design Standards (FADS) update **BE RECEIVED.**
Carried.

Other Business

Mark Keeler states that there is no representation on WAAC for people with hearing disabilities. He reports that he received a call from a resident who requires a "deaf child at play" sign. City Policy demands that requests for city signs come from an external agency, the Canadian Hearing Society. He advises he will continue working with Senior

leadership and the Canadian Hearing Society to come to some sort of a resolution. This matter will be discussed at the next meeting of WAAC.

Caleb Ray asks if there is a way to bring the different entities together as this is a safety concern especially for a deaf child.

In terms of the request for signage for the deaf child, Councillor Fred Francis states he will reach out to Mark McKenzie, Ward Councillor to assist in the process of acquiring a sign.

5. Date of Next Meeting

The next meeting will be held on Tuesday, May 14, 2024 at 10:00 a.m. via Zoom video conference.

6. Adjournment

There being no further business, the meeting is adjourned at 11:20 o'clock a.m.

Item No. 7.4



Committee Matters: SCM 96/2024

Subject: Minutes of the Committee of Management for Huron Lodge of its meeting held March 7, 2024

Committee of Management for Huron Lodge **Meeting held March 7, 2024**

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 11:00 o'clock a.m. in Room 203, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair
Councillor Fred Francis
Councillor Jo-Anne Gignac

Also present are the following resource personnel:

Alina Sirbu, Executive Director Long Term Care Administrator of Huron Lodge
Andrew Daher, Commissioner, Human & Health Services
Doran Anzolin, Executive Initiatives Coordinator
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 10:56 o'clock a.m. and the Committee of Management for Huron Lodge considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2. Disclosure of Interest

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Fred Francis, seconded by Councillor Jo-Anne Gignac,
That the minutes of the meeting of the Committee of Management for Huron Lodge held November 20, 2023 **BE ADOPTED** as presented.
Carried.

4. In Camera

No In Camera session is held.

5. Business Items

5.1 Administrator's Report

Alina Sirbu advises that the Minister of Long Term Care Stan Cho will be visiting the City of Windsor on March 13, 2024. The purpose of his visit is to allow for an opportunity to meet with residents and staff and to hear about some of the local initiatives and their successful implementation at Huron Lodge.

Moved by Councillor Fred Francis, seconded by Councilor Jo-Anne Gignac,
That the update relating to the visit by the Minister of Long Term Care Stan Cho to the City of Windsor on March 13, 2024 **BE RECEIVED**.
Carried.

Alina Sirbu provides the highlights of the Administrator's Report as follows:

- In October 2023, Huron Lodge received information from Ontario Health that they were offering funding for specialized equipment in order to improve diagnostic equipment in long term care homes. The nursing team completed an application and submitted it to Ontario Health which was approved in the amount of \$14,050 which would go directly toward the purchase of a hand held bladder scanner. This device is beneficial to the residents as the bladder scan is a safe, painless, reliable procedure that allows the assessment instead of urinary catheterization.
- The Windsor Accessibility Advisory Committee provided \$7,200 to purchase a Snoezelen cart.
- The Ontario government has created a new Investigations Unit to ensure every long-term care resident lives with dignity and experiences the quality of care they deserve. The new unit is now active and will investigate allegations such as:
 - failing to protect a resident from abuse or neglect,
 - repeated and ongoing non-compliance,
 - failing to comply with ministry inspector's orders,
 - suppressing and/or falsifying mandatory reports, and
 - negligence of corporate directors.
- The investigative unit methods are dictated through a different methodology that may involve subpoenas and court orders as needed.
- Inspections and investigations will be used by separate ministry teams with the investigation team being reserved for more serious situations in which an alleged criminal intent is identified.
- It is suggested that the ramifications from COVID brought all of this to the forefront.
- Inspectors will continue to exercise unlimited access to information as per legislation. Members of the public submitting a complaint cannot decide upon the type of inspection/ investigation that the ministry will commence.

- The Ministry is providing a one-time funding top-up to the staffing initiatives funding in the amount of \$25,652 for the 2023-24 fiscal year.
- In terms of Quality Improvement, Huron Lodge is trending quite well in 8 out of the 10 indicators. There are a few indicators that go up and down depending on the clinical status of the residents. She adds that we are in an area of Ontario that the anti-psychotic usage of people in general is higher than the rest of the province.
- In long term care, usage of anti-psychotic medication – either is reduction, increase or discontinuation – cannot be processed without the consent of either the individual if they are cognitive or a family member who is the power of attorney.
- Huron Lodge is now tracking actively how many of the admissions are coming with anti-psychotic medication.

In response to a question asked by Councillor Fred Francis regarding the size of the investigative unit, Alina Sirbu responds there are approximately 7 to 10 people for the province.

In terms of the indicators, Councillor Jo-Anne Gignac asks if the intakes are primarily coming from the hospital, Alina Sirbu responds that that admissions are both from hospital as well as the community – based on personal medical history and multiple treating physicians there are new residents that arrive at Huron Lodge with a very high number of medications. She adds it may take months on there is a consent for reduction to safely reduce some of the medications as per consultation with long term care physicians, pharmacists and nursing staff.

Andrew Daher refers to legislation from 2023 that allows for the hospital(s) to move people out and into long-term care. Alina Sirbu responds there is not a lot of ability from a hospital side to be able to change a treatment plan when their role is to discharge the people as quickly as possible.

Moved by Councillor Jo-Anne Gignac, seconded by Councillor Fred Francis,
That the report from the Administrator of Huron Lodge providing the Committee of Management with an update on issues related to resident care; the Ministry of Long-Term Care (MLTC); Ontario Health; Home and Community Care Support Services (HCCSS); and other initiatives that impact the Long Term-Care sector **BE RECEIVED** for information and **APPROVED** for the period ending March 7, 2024.

Carried.

6. Date of Next Meeting

The next meeting of the Committee of Management for Huron Lodge will be held on Thursday, June 27, 2024 at 11:00 a.m. in Room 203, 350 City Hall Square West.

7. Adjournment

There being no further business, the meeting is adjourned at 12:12 o'clock p.m.

Subject: 2024 Run With Responders and Tug Across the River - City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Laforet
Fire Chief
519-253-3016 x3753
slaforet@citywindsor.ca
Fire and Rescue Services
Report Date: April 9, 2024
Clerk's File #: SR/14717

To: Mayor and Members of City Council

Recommendation:

THAT City Council **SUPPORT** the Run with Responders and Tug Across the River event (the "Events") hosted by Windsor Fire & Rescue to take place in Windsor on July 28, 2024; and,

THAT the Fire Chief be **AUTHORIZED** to sign all documents required for the Events to take place subject to their being satisfactory in financial content to the City Treasurer and satisfactory in legal form to the City Solicitor; and,

Whereas on February 2, 2024, the 2024 Capital Budget was deemed approved via Mayoral decision MD05-2024 with no funding being allocated for this event and subsequently City Council **SUPPORT** an expenditure up to \$10,000 be it further resolved:

THAT the City Treasurer **BE DIRECTED** to create a new capital project under Windsor Fire and Rescue for tracking purposes; and,

THAT the City Treasurer **BE DIRECTED** to transfer up to \$10,000 from the Tourism Development Infrastructure & Program (Fund 214) to the newly set up capital project.

Executive Summary:

N/A

Background:

In 2022, the City of Windsor hosted the Can-Am Police Fire Games which included events such as a FireFit Competition on the waterfront and saw the resurrection of the

Tug Across the River event. The Tug Across the River is a longstanding event between Windsor Fire & Rescue Services (WFRS) and the Detroit Fire Department. For over 25 years, firefighters have represented each department to be the first to pull the 1,000-foot rope to shore. These events engaged the community and were considered a great success.

As a result of that success, in 2023, the City of Windsor and WFRS hosted the Western Ontario Regional FireFit Competition from September 8 to 10, 2023. The weekend included the FireFit Competition, a Run with Responders event, and the Tug Across the River. The Run with Responders event engaged over 300 local residents alongside first responders and for a second year, all events received positive feedback from the first responder and community participants.

Discussion:

As a result of the success of these events in previous years, WFRS would like to again host the Tug Across the River and Run with Responder events in 2024. The events are planned to take place on Sunday, July 28, 2024, at the Civic Plaza/Dieppe Gardens and along the Riverfront Trail.

The 2024 Tug Across the River plans to be expanded to include two competitions: WFRS versus Detroit Fire and Windsor Police Services (WPS) versus Detroit Police Department. This will expand on the existing relationships between the emergency services in Windsor and Detroit. Through planning event logistics there has been increased interest in participating in the Tug Across the River. This interest has also included the Run with Responders Event and it is anticipated that emergency services personnel from Detroit will travel to Windsor to participate in the run. Through increased communication and promotion of this event in 2024, WFRS is hopeful that community participation in the run will continue to increase. The Run with Responders course will once again feature a number of emergency services vehicles in honour of all local first responders, which is a unique attraction for participants. This event advertises that proceeds support the Canadian Mental Health Association and Law Enforcement Torch Run for Special Olympics Ontario and encourages participants to remain at Dieppe Park to support the Windsor first responders in the Tug Across the River.

For this year's Tug Across the River event, WFRS wishes to replace its existing ship rope which absorbs water with a new lighter rope for its WFRS and WPS teams. Three years ago, Detroit responders were donated a combination rope of poly-string cable and hemp. This type of rope does not absorb water and has, arguably, been an advantage compared to Windsor's ship rope that does. A newer rope will help maintain fair competition, which is important in a tight race that Detroit has won for two years in a row (15 victories for Detroit versus 13 victories for Windsor). The existing shore rope used by Windsor is at the end of its lifecycle, showing signs of wear and tear and becoming harder to use as part of this event. The new rope will be used for all future events, as the event is typically held annually.

Risk Analysis:

A public event will carry a certain level of risk identified as minor. The need for additional event liability insurance will be secured with the assistance of the City's insurer. Security protocols and communication plans will be designed to ensure the safety of all volunteers and members of the public who attend in support of the events to help mitigate these risks. In addition, all plans will require the approval of the Special Event Resource Team (SERT) before the event can move forward.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The total budget for the Run with Responders and Tug Across the River events is estimated at \$25,000. This budget will be funded by cash and in-kind donation funding which is anticipated to be received through community partners and sponsorships estimated at \$15,000. Should Council support the event, an additional amount of up to \$10,000 will be required. Administration recommends that this funding come from the Tourism Development Infrastructure & Program Reserve (Fund 214).

Projected expenses include a new floating rope at a cost of \$18,000 to improve and even out the competition as detailed in the Discussion section. It is anticipated that the cash and in-kind donation funding will be used to fund most of the cost of the new rope. In the event that the actual donations don't reach the \$15,000 estimate, the new rope will not be purchased and the Windsor responders will use their existing "sinking in water" rope.

The Tourism Development Infrastructure & Program Reserve (Fund 214) has a current balance of approximately \$4.6 million net of encumbrances and has sufficient funding to accommodate this transfer.

The Run with Responders and Tug Across the River events will have no impact on the 2024 WFRS operating budget.

Administration also recommends that the tracking of the events' financial activity be done in a newly created Capital project.

A breakdown of the projected revenue and expenditures is outlined in the below noted table:

Estimated Budget Summary	Amount
Sponsorships - Revenue	
Other – Tourism Reserve Fund	\$10,000
Community Cash & In-Kind	\$15,000
Subtotal	\$25,000
Expenses	
Facilities – Civic Plaza, Dieppe Gardens, Riverfront Trail	\$769
Event Liability Insurance	\$1,000
Event various (signage, sound, DJ Music)	\$1,231
Marketing & Promotions	\$1,500
Event Operation Equipment & Supplies (to include new Tug Across The River rope)*	\$18,000
Contingency	\$2,500
Subtotal	\$25,000
Net Operating Cost	\$0

Consultations:

William Alexander, Supervisor of Special Events

Emilie Dunnigan, Manager of Development Revenue & Financial Administration

Mike Dennis, Manager of Capital Budget Development & Control

Alex Vucinic, Manager of Purchasing & Risk Management

Mark Nazarewich, Senior Legal Counsel

Nora Bertram-Romero, Corporate Marketing & Communications Officer

Sam Magalas, Executive Initiatives Coordinator

Conclusion:

WFRS would like to again host the Tug Across the River and Run with Responder events on Sunday, July 28, 2024, at the Civic Plaza/Dieppe Gardens and along the Riverfront Trail. The 2024 Tug Across the River will include WFRS, Windsor Police

Services, Detroit Fire, and Detroit Police to expand on the existing relationships between the emergency services in Windsor and Detroit. The Run with Responders is a public event that offers the unique opportunity to run a course featuring local emergency services' vehicles. The event also encourages participants to remain at Dieppe Garden to cheer on the Windsor responders participating in the Tug Across the River.

Planning Act Matters:

N/A

Approvals:

Name	Title
Monika Schneider	Financial Planning Administrator
Stephen Laforet	Fire Chief
Wira Vendrasco	City Solicitor (A)
Ray Mensour	Commissioner, Community Services
Dana Paladino	Commissioner, Corporate Services (A)
Janice Guthrie	Commissioner, Corporate Services/Chief Financial Officer/City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Derwent Park – Approval of the Masterplan – Ward 8

Reference:

Date to Council: May 1, 2024

Author: Samantha Magalas

Executive Initiatives Coordinator

smagalas@citywindsor.ca

226-347-0273

Parks

Report Date: March 15, 2024

Clerk's File #: SR/14766

To: Mayor and Members of City Council

Recommendation:

- I. **THAT** Council **SUPPORT** the conceptual masterplan for **Derwent Park** as shown in Appendix A of this report which would require additional capital expenditures beyond Phase 1, which is funded in the 10-year capital plan, and further as it relates to Phase 1 of the plan; and,
- II. **THAT** City Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the installation of the cricket pitch including the fencing, player benches and irrigation system, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendment thereto, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and in technical content to the Executive Director of Parks and Facilities; and further,
- III. **THAT** the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the Recommendations noted above, subject to all specifications being satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,
- IV. **THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any required documentation, satisfactory in legal content to the City Solicitor, in financial content to the City Treasurer and technical content to the Executive Director of Parks and Facilities; and,
- V. **THAT** Administration **BE AUTHORIZED** to use available funds within the project budget for any amendment(s) or change requirement(s)/directive(s) and additional documents relating to executed agreement(s), pursuant to the Purchasing By-Law 93-2012 and amendments thereto, satisfactory in legal

content to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Executive Director of Parks and Facilities; and further,

Whereas, on February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which included an amount of \$1,000,000 for the implementation of Phase 1 be it further resolved:

- VI. **THAT** City Council **APPROVE** a pre-commitment of \$1,000,000 in 2025 Canada Community-Building Fund, Fund 176, funding from the Cricket Pitch behind Safety Village project, PFO-002-24, so that funding is made available for immediate use; and further,
- VII. **THAT** the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be \$6,528,000 as part of the 2025 10-year capital plan for consideration.

Background:

In the fall of 2022, the City of Windsor retained Landmark Engineers who collaborated with Bezaire Partners to conduct a site evaluation and complete a functional design process for a series of proposed improvements at Derwent Park. Derwent Park is owned by the City of Windsor and located where Forest Glade Drive, Lauzon Parkway, and the E.C. Row Expressway intersect. The park is currently undeveloped - with the exception of an existing trail running along the east side of the site, connected to a series of trails located within the adjacent woodlot abutting Little River.

In discussion with Administration, the consultants compiled a list of potential improvements for the park, including (but not limited to):

- a full-size regulation cricket pitch;
- a new vehicular access point;
- on-site parking;
- new walking trails and lighting;
- a new park shelter; and,
- a new washroom/maintenance building.

Bezaire Partners subsequently sought public input into the proposed features and improvements to the park from various cricket clubs within the City. Administration identified 17 key contacts representing 14 cricket clubs and an invitation was sent to all contacts inviting them to attend one of six (6) possible meetings. Following the responses, three (3) meetings were eventually held for seven (7) participants. Two of the groups met on-line and one met in person. Meetings started with a short PowerPoint presentation to orient the participants to the location of the park as well as the nature and configuration of the site. A list of questions and/or topics was used to facilitate the discussion. Participants were invited to add any additional comments. Each meeting was about 1.5 to 2 hours long and these discussions were conducted primarily for the purpose of informing the overall functional program for the development of the park. The results of these consultations were used by the consultants to develop several design

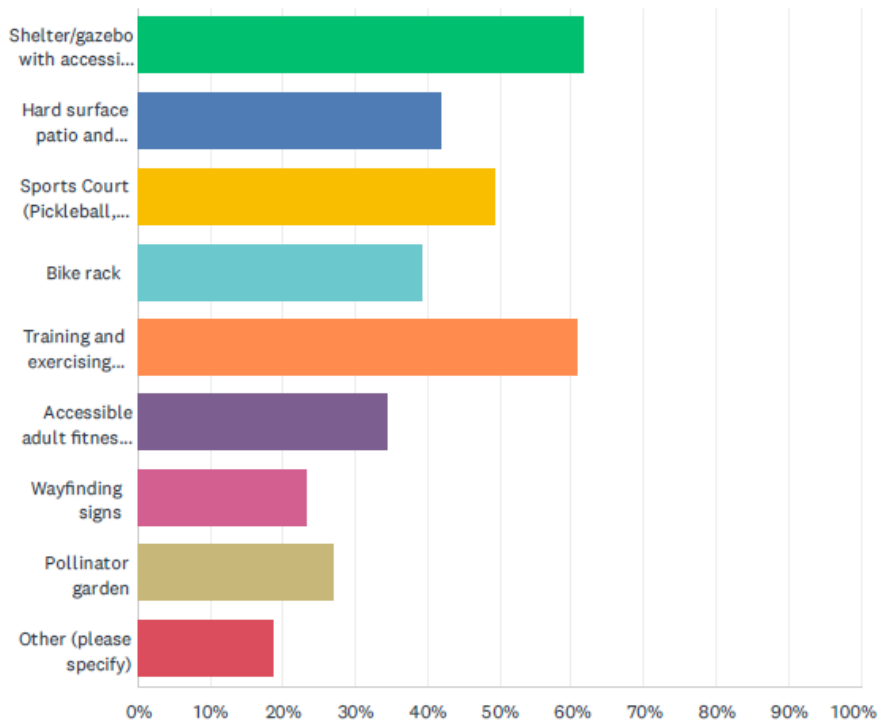
concepts for the park. As a result of the first consultation, a number of decisions were made with respect to the project design criteria which were to be included in the functional program. These decisions include:

- City's vision for the site is open for both visions received from the cricket groups- a local facility for league play or a regional facility with some tournament play.
- The plan should provide for 10 to 15 spectators sitting in lawn chairs brought to the site but allow for future expansion to perhaps two 50 seat aluminum bleachers.
- Players benches should accommodate 20 players plus coaches.
- Provide 35 parking spaces dedicated and close to the cricket pitch with no requirement for expansion, since there is other parking available for regional events.
- Provide a location for a future club house.
- No indoor practice lanes will be provided.
- The design of the field should:
 - Include a line marked with chalk at the edge of the infield.
 - Be very slightly oval.
 - Include site screens at each end in line with the length of the pitch.
 - Include concrete pads at the player's benches.
 - Provide for sponsor recognition.
 - Include turf irrigation as a provisional item.
 - Provide electrical power for:
 - Practice area (pitching machine).
 - Gathering Area.
 - Portable microphone/speaker system.
 - Sports field lighting.
 - General park lighting.
- The proposed washroom building should provide:
 - 3 male and 3 female lavatory units.
 - A league storage room.
 - Team storage lockers.

Following review from City Administration, all feedback was then incorporated into a preferred design concept and preliminary functional plan for the site as noted in this report. A second round of community feedback was undertaken. A survey along with the preferred concept design was available online for public feedback. The survey was open for feedback December 5, 2023 to January 12, 2024 and just over 100 responses were received. In general, feedback for the design was positive. When asked what else participants wanted included (in addition to the cricket pitch), the following responses were logged:

Q9 What other amenities would you like to see when the Derwent Park Cricket Pitch is developed? Check all that apply:

Answered: 107 Skipped: 9



Over 60% of respondents wanted a shelter/gazebo area with accessible picnic tables and a training and exercising area for cricket teams. Additional sport courts and a hard surface patio area for gathering were the next highest requests with over 40% of respondents in support of these features.

Discussion:

Landmark Engineers and Bezaire Partners have presented a conceptual design plan for Derwent Park. The plan takes into account community input received to date and all discussions with Administration. The plan includes a number of park improvements. The proposed plan can be seen as **Appendix A** and includes the following features:

- A full cricket pitch, player's benches, safety/perimeter fencing, pitch lighting, outdoor batting/practices cages, shade structures for player benches and a field irrigation system;
- Installation of a path system from the parking lot to/from the pitch along with a path around the proposed pitch with solar lighting and benches;
- Two washroom buildings with changing/dressing rooms for players to allow for both local, regional and tournament play;
- Repositioning of existing community garden;
- A patio with picnic tables complete with storage for equipment;
- An upgraded parking lot with 38 spaces including two (2) accessible parking spots;
- Upgrading and widening of existing pathway within the adjacent woodlot including solar lighting where applicable;

- Planting of 40 large caliper trees throughout the site; and
- 2700 square meters of space for a future amenity (TBD at a later date).

The anticipated cost to complete the project in its entirety is approximately \$7.5 million. Currently, there is \$1,000,000 of approved in principle funding in the 2024 Capital Budget for the 2025 funding year to use towards this proposed project. If approved, Administration has broken down the project into proposed phases which can be implemented as further funding becomes available. Full financial details, along with the proposed phased in approach breakdown, can be seen in the financial section of this report.

On February 26, 2024, through Decision Number CR96/2024 CSSC 230 Council approved Option #2 presented in S 11/2024 Response to CQ 12-2022 & CQ 22-2022-Solar Lights on City Trails. The decision outlined that any new trails that are created after this Decision will need to have adequate solar lighting added into the proposed capital and operating budget. Accordingly, the masterplan includes solar lighting for the Derwent Park.

Risk Analysis:

There is a significant financial risk associated with this project. The funding currently available for use at Derwent Park is not enough to cover the proposed improvement plan. If directed to move forward with the project, alternative funding would need to be pre-committed. The proposed phased approach helps to mitigate this risk.

Financial Matters:

The anticipated capital funding requirements for improvements to Derwent Park as identified within the masterplan are listed below:

ESTIMATED EXPENSES	YEAR	
Phase 1 – Installation of cricket pitch, fencing, player benches and irrigation system	2024	\$955,000
Phase 2 – Installation of path around cricket pitch and access to parking lot, wayfinding signage, solar lighting, benches	TBD	\$674,000
Phase 3 – cricket field lighting, batting/practice cages, shade for player benches, cricket pitch lighting and wayfinding signage	TBD	\$1,650,000
Phase 4 – Washroom buildings (2) with dressing rooms, picnic tables, patio area, storage area	TBD	\$2,910,000
Phase 5 – Updated parking lot area	TBD	\$797,000
Phase 6 – Widening & upgrading of trails and	TBD	\$542,000

solar lighting		
TOTAL ESTIMATED PROJECT COSTS		\$ \$7,528,000
FUNDING SOURCES	YEAR	
Cricket Pitch behind Safety Village project, PFO-002-24	2025	\$1,000,000
TOTAL REVENUE		\$1,000,000
ADDITIONAL FUNDING REQUIRED		\$6,528,000

Cost associated with each of the phases are based upon high level estimates using 2024 pricing. All estimates include a contingency.

Currently, there is \$1,000,000 of approved in principle funding in the 2024 10-year Capital Budget (PFO-002-24) for the 2025 funding year for Cricket Pitch behind Safety Village for Derwent Park which can be used towards the park upgrades (Phase 1). Since Phase 1 is planned to begin in 2024, these funds will need to be pre-committed in 2024, so that funding is made available for immediate use. There is no other available capital budget funding allocated to the proposed park improvements at Derwent Park for the additional phases within the current 10-year Capital Plan. Should City Council wish to proceed with Phases 2 to 6 for the project plan, additional capital funding of approximately \$6,528,000 would need to be included as part of the 2025 10-year capital plan for consideration. It should be noted that accommodating this funding request would require further analysis by Administration and could involve the delaying, eliminating, or reducing scale / scope of other projects.

Once Phase 1 is completed in 2026, it is estimated that \$15,000 of operating funds will be required for ongoing park maintenance and upkeep. In addition, the solar lights included in the plan have an anticipated twenty (20) year life and each solar fixture is expected to be replaced once at an estimated replacement cost of \$700 plus applicable HST. Should City Council wish to proceed with all phases of the project plan, operating budget issues will be submitted for consideration during the 2026 operating budget and as needed throughout the various phases of the Derwent project plan.

FPA Comments Confirming Budgetary Funding:

Subject to a pre-commitment of funding, the Financial Planning Administrator (FPA) for the department has confirmed that there is \$1,000,000 of approved funding in the 2025 capital budget which is available to fund the park upgrades (Phase 1), as described in this report.

Consultations:

Trevor Duquette –Supervisor, Parks Projects

Emilie Dunnigan, Manager, Development Revenue & Financial Administration

Mike Dennis, Manager, Strategic Capital Budget Development and Control

Conclusion:

The proposed Derwent Park improvement as outlined herein will help revitalize this Park providing much-needed amenities as requested by the community and will have a positive impact on the community at large.

Planning Act Matters:

N/A

Approvals:

Name	Title
Samantha Magalas	Executive Initiatives Coordinator
Wadah Al-Yassiri	Manager, Parks Development
Erika Benson	Financial Planning Administrator
James Chacko	Executive Director, Parks and Facilities
Ray Mensour	Commissioner, Community Services
Alex Vucinic	Purchasing Manager or Designate
Wira Vendrasco	City Solicitor
Dana Paladino	Commissioner, Corporate Services
Janice Guthrie	Commissioner, Finance Chief Financial Officer & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
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Appendices:

- 1 Appendix A - Conceptual Plan



- EXISTING TREES ON SITE
- EXISTING TREES ON SITE PLANTED ON 13 MAY 2023
- PROPOSED NEW TREES

- NEW PARKING LOT : 38 LOTS, 1707m²
- NEW 3.0M ASPHALT TRAIL: 670M-2000M²
- NEW 3.0M ASPHALTY INSTEAD OF EXISTING GRAVEL TRAIL: 1000M- 3000M²

Date Issued for

Revisions



CITY OF WINDSOR
 PARKS & FACILITY OPERATIONS
 2400 WOODBINE ST., WINDSOR, ONTARIO, CANADA N9M 2S9
 519-253-3000

Project: DERWENT PARK - CRICKET PITCH & Community Garden

Drawn: CONCEPT PLAN

Date: 06 March 2024
 Design: HK
 Drawn: HK

Scale

Sheet No.



Subject: South Cameron Park Trails – Approval of the Conceptual Plan – Ward 10

Reference:

Date to Council: May 1, 2024
Author: Samantha Magalas
Executive Initiatives Coordinator
smagalas@citywindsor.ca
226-347-0273

Parks
Report Date: March 15, 2024
Clerk's File #: SR2024

To: Mayor and Members of City Council

Recommendation:

On February 2, 2024, the 2024 10-year capital budget was approved via Mayoral Decision MD05-2024 which did not include any amount for the implementation of the South Cameron Conceptual Trail Plan be it further resolved:

- I. **THAT** Council **SUPPORT** the **South Cameron Conceptual Trail Plan** as shown in Appendix A of this report which would require additional expenditures which are not currently included in the 10-year capital plan; and further,
- II. **THAT** the City Treasurer **BE DIRECTED** to bring forward a capital budget issue in the amount estimated to be \$2,634,240 as part of the 2025 10-year capital plan for consideration.

Background:

In August 2021, the federal government launched a new program to support the creation of a network of national urban parks across Canada. The National Urban Parks Program has three principal objectives, which all national urban parks aim to advance: conservation of nature; connecting people with nature; and advancing reconciliation with Indigenous peoples. The study area for the proposed national urban park included parcels that are known locally as the Ojibway Prairie Complex (including Ojibway Park, Black Oak Heritage Park, Ojibway Shores, Tallgrass Prairie Heritage Park, Spring Garden Natural Area, Oakwood Natural Area, and Ojibway Prairie Provincial Nature Reserve), as well as the following additional lands within the City of Windsor: Chappus Natural Area, Malden Park, South Cameron Woodlot, and St. Clair College Prairie and Woods. Parcels within the Town of LaSalle are also part of the study area, along with

property owned and/or managed by the City of Windsor, Town of LaSalle, the Province of Ontario, Hydro One and Parks Canada.

The City of Windsor, on behalf of project partners, retained the consulting firm WSP Canada Inc. (WSP) to facilitate engagement with stakeholders and the public during this early stage of park exploration. Over the past year, there were a number of public engagement opportunities to determine what important features the community would like to see included across the National Urban Park as a whole. Surveys also collected information about how the community utilizes these areas and how they hope to use them in the future. These engagement opportunities included open houses in November 2022 and June 2023, targeted community sessions, meetings and workshops with key stakeholders and an online survey with 475 respondents. Feedback was received both during and following the engagement sessions. The feedback encompassed all areas proposed in the study.

Discussion:

A report outlining conceptual design plan options, estimated costing and timelines for new and improved trails in the South Cameron Woodlot was provided to the City of Windsor by WSP. The report outlines four (4) different types of trails that are being proposed as part of the conceptual design. See Appendix A for full details. The proposed trails will increase the existing City's trails network and would vary from asphalt surfaces, limestone and fibreglass boardwalks with each proposed surface taking into account items such as optimal trail routes, flooding, significant trees and vegetation and AODA compliance.

When asked about the most common activities that people take part in at the properties noted in the National Urban Park study, the top response was use of trails for walking or hiking. If approved by Council, the attached concept and upgrades to trails would improve accessibility and allow for more opportunity to utilize the South Cameron area for walking and hiking.

Administration recommends that if Council approves moving forward with this concept plan, the plan be done in multiple stages.

On February 26, 2024, through Decision Number CR96/2024 CSSC 230 Council approved Option #2 presented in S 11/2024 Response to CQ 12-2022 & CQ 22-2022-Solar Lights on City Trails. The decision outlined that any new trails that are created after this report will need to have adequate solar lighting added into the proposed capital and operating budget. Accordingly, the masterplan includes solar lighting for the South Cameron Park trails.

Risk Analysis:

There is a significant financial risk associated with this project. There is currently no funding set aside in the capital budget to move forward with this project.

As with any park re-development the South Cameron trails would be partially under construction for the duration of each construction phase. As Administration would look to complete the project in phases, this would allow sections of the trails to be closed during construction with the remainder of the park remaining open to users. There may

be instances throughout the duration of the project where the trails may need to be closed for safety during construction.

Financial Matters:

The anticipated capital funding requirements for improvements to the South Cameron Park trails as identified within the masterplan are listed below:

ESTIMATED EXPENSES	YEAR	AMOUNT
Phase 1A - Ojibway St. ROW - Asphalt trail construction with solar lighting	TBD	\$ 254,000
Phase 1B - Alley West of Mark Ave. Lots from Ojibway St. to Kenora St. - Asphalt trail construction with solar lighting	TBD	\$ 244,500
Phase 2 - Kenora St. ROW East of Randolph Ave. - Limestone and boardwalk trail construction	TBD	\$ 907,540
Phase 3 - Interior Trail from Ojibway St. to Playground and Kenora St. Boardwalk trail construction	TBD	\$1,104,600
Phase 4 - Kenora St. ROW West of Randolph Ave.	TBD	\$123,600
TOTAL ESTIMATED PROJECT COSTS		\$2,634,240

*All pricing includes a contingency.

Cost associated with each of the phases are based upon high level estimates using 2024 pricing.

There is no capital budget funding allocated to the proposed South Cameron Conceptual Trail Plan trails within the 2024 10-year Capital Plan. Should City Council wish to proceed with all phases for the project plan additional capital funding of approximately \$2,634,240 would need to be included as part of the 2025 10-year capital plan for consideration. It should be noted that accommodating this funding request would require further analysis by Administration and could involve the delaying, eliminating, or reducing scale / scope of other projects.

The solar lights included in the plan have an anticipated twenty (20) year life and each solar fixture is expected to be replaced once at an estimated replacement cost of \$700 plus applicable HST. Should City Council wish to proceed with all phases of the project plan, operating budget issues regarding light fixtures and/or trail maintenance would be submitted for consideration as needed throughout the various phases of the South Cameron project plan.

Consultations:

Laura Ash, Project Lead, Parks Development

Dave Nicholls, Manager, Parks Operations (A)

Emilie Dunnigan, Manager, Development Revenue & Financial Administration

Michael Dennis, Manager, Strategic Capital Budget Development and Control

Conclusion:

The proposed South Cameron Park Trail improvement as outlined herein will help revitalize this area providing improved trails to allow for walking and hiking opportunities as requested by the community and will have a positive impact on the community at large.

Planning Act Matters:

N/A

Approvals:

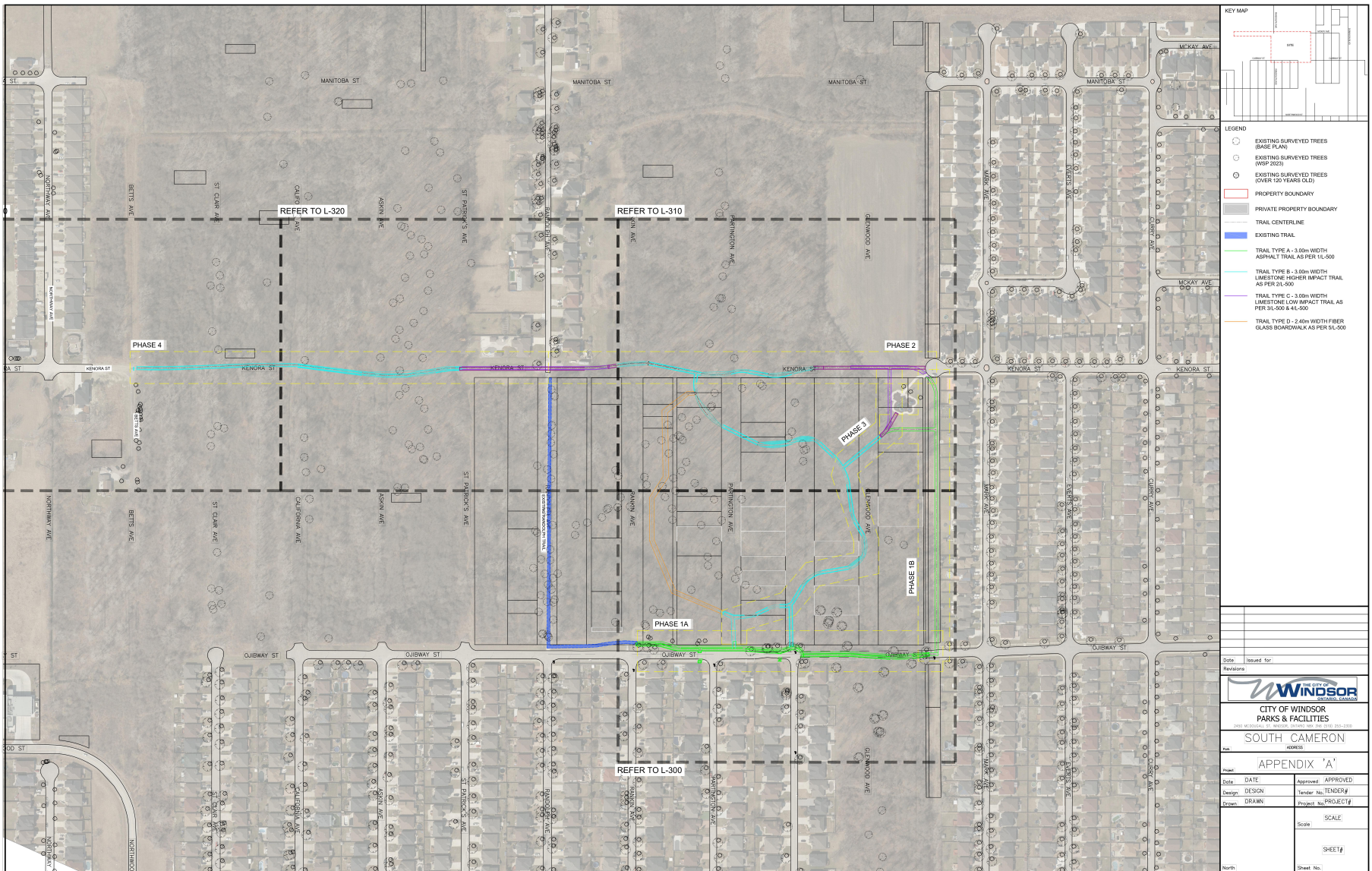
Name	Title
Samantha Magalas	Executive Initiatives Coordinator
Wadah Al-Yassiri	Manager, Parks Development
Erika Benson	Financial Planning Administrator
James Chacko	Executive Director, Parks and Facilities
Ray Mensour	Commissioner, Community Services
Janice Guthrie	Commissioner Finance, City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - South Cameron Trail Concept Plan



KEY MAP

LEGEND

- EXISTING SURVEYED TREES (BASE PLAN)
- EXISTING SURVEYED TREES (WSP 2023)
- EXISTING SURVEYED TREES (OVER 100 YEARS OLD)
- PROPERTY BOUNDARY
- PRIVATE PROPERTY BOUNDARY
- TRAIL CENTERLINE
- EXISTING TRAIL
- TRAIL TYPE A - 3.00m WIDTH ASPHALT TRAIL AS PER 14-500
- TRAIL TYPE B - 3.00m WIDTH LIMESTONE HIGHER IMPACT TRAIL AS PER 21-500
- TRAIL TYPE C - 3.00m WIDTH LIMESTONE LOW IMPACT TRAIL AS PER 31-500 & 41-500
- TRAIL TYPE D - 2.40m WIDTH FIBER GLASS BOARDWALK AS PER 31-500

Date Issued for: _____
 Reference: _____

WINDSOR
 CITY OF WINDSOR
 PARKS & FACILITIES
 210 WINDSOR ST. WINDSOR, ONTARIO N9A 5B9
 SOUTH CAMERON
 ADDRESS: _____

Project: **APPENDIX 'A'**

Date:	DATE	Approved:	APPROVED
Design:	DESIGN	Tender No.:	TENDER#
Drawn:	DRAWN	Project No.:	PROJECT#
		Scale:	SCALE
		SHEET#	
North	Sheet No.:		

Subject: Windsor Essex Regional Community Safety & Well-Being Plan Update - City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Lynn
Manager, Social Policy & Planning
slynn@citywindsor.ca
519-255-5200 ext 5270

Report Date: 4/11/2024
Clerk's File #: SS/14026

To: Mayor and Members of City Council

Recommendation:

THAT the report from the Manager of Social Policy & Planning regarding an update on the Windsor Essex Regional Community Safety & Well-Being Plan **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

In 2019, the Provincial government amended the *Police Services Act* to mandate that every municipality prepare and adopt a Community Safety and Well-Being (CSWB) Plan. After discussions amongst the regional Chief Administrative Officers proposing a regional CSWB Plan, Report S198/2019 and CAO-2019-11 were brought to the City of Windsor (City) and Essex County (County) Councils, respectively, requesting authorization to engage the County of Essex and its municipalities to develop a Regional Community Safety and Well-Being Plan (RCSWB). City and County Councils authorized a project team comprised of City and County administration staff. The Province established this deadline before the COVID-19 pandemic and subsequently passed the Coronavirus (COVID-19) Support and Protection Act, 2020, which granted an extension to December 31, 2021.

In October 2021, all lower-tier municipalities of the County of Essex received a final update presentation, which included the Plan's goals, initiatives and activities and a request to delegate approval authority of the final Plan to Essex County Council. Each municipality unanimously voted to authorize the delegation of approval authority to Essex County Council. The Plan was approved by City and County Council in October

and November 2021, respectively (CR522/2021). In early December 2021, the Windsor and Essex County Regional Community Safety and Well-Being Plan was submitted to the Ministry of the Solicitor General (SolGen) for approval before the revised deadline of December 31, 2021.

The vision for Community Safety and Well-Being in Windsor-Essex County was defined as “A community where everyone feels safe, has a sense of belonging, equitable access to services and opportunities and can have their needs met across Windsor and Essex County.” The Plan’s four regional areas of focus are:

- Good Governance and Data
- Engaged and Safe Communities
- Mental Health and Substance Use Supports; and,
- Financial Security and Economic Equity

In total, 8 goals, 17 initiatives and 47 activities were established as part of the Plan.

This report is intended to provide a status update on the RCSWB plan. It is also in response to Councillor Gignac's motion at the February 7, Community Services Standing Committee meeting, stating "That administration BE REQUESTED to prepare a report outlining the City of Windsor's responsibility within this mandated group as well as funding sources, possible impacts, priorities and implementation plan."

Discussion:

There are two main tables that govern the RCSWB work. The Regional CSWB Systems Leadership Table (RSLT) was established during the development phase of the Plan and was mandated by the Province. It is chaired by the City of Windsor's Human and Health Services Commissioner and the Chief Administrative Officer for the County of Essex and includes partners from various sectors, including health and mental health, education, community and social services, community and social services for youth, custodial services for youth, municipalities, police and public safety, and business.

To better leverage existing strategies and better inform the CSWB governance on community risks and protective factors, an Enhanced Sector Network (ESN) table has also been created. The ESN engaged committees and organizations that work alongside individuals from eight historically underrepresented communities. Those communities include Indigenous Peoples, Racialized Persons, Youth, Newcomers, Seniors, 2SLGBTQ+ communities, Accessibility communities and broader community groups. The goal of the ESN was to ensure that diverse voices and priorities were included throughout the planning process.

Since the Plan's approval by City and County Council, 7 goals, 12 initiatives, and 20 activities have been completed or are in progress. Attached, as Appendix A, is an overview of the work currently underway.

Good Governance & Data:

The Good Governance and Data priority is designed to undergird all three priorities of the Plan. In an effort to advance this priority's data initiatives, a partnership with St. Clair College to seek grant funding under the auspices of the Natural Sciences and Engineering Research Council of Canada (NSERC) and WE-SPARK Incentive grant program was established. The WE-SPARK grant was successful between the City of Windsor and St. Clair College's Social Justice & Legal Studies program. Together, the project reviewed an internal capacity assessment to evaluate the systems utilized for tracking information pertinent to homelessness, also known as the Homelessness Information Families Information System (HIFIS). This project, albeit on a smaller scale, was designed to provide insights crucial for the overarching Data Consortium Project, which had originally been slated to launch with funding through a National Sciences Engineering Research Council (NSERC) Grant that was unsuccessful.

The unsuccessful NSERC Grant led to impeding the envisioned foundation of the Data Consortium Project. Although the grant was earmarked to significantly address issues surrounding Affordable Housing, including the pertinent subtopics of Homelessness, Social Housing, and Affordable Housing, the WE SPARK grant with St. Clair College has proven to be a successful partnership. However, due to the lack of available funding, members from the Data Table have been reengaged and conversations are taking place with partners regarding similar projects for collaboration.

Engaged & Safe Communities:

The Engaged & Safe Communities Priority has allowed cross-sectoral regional collaboration between many partners. Under Goal 3, the RCSWB has been working closely with the Housing Services Department and members of the RSLT to align multiple initiatives and activities from the Plan. The work is in progress and should be completed and launched by Summer 2024.

The Safety and Crime Prevention walks were successfully launched across Windsor and Essex County in 2022 and throughout 2023. The walks were held in Windsor, Leamington, Tecumseh, Essex (including Harrow and Essex Centre), with plans for other municipalities this year. The walks have received significant media attention, resulting in positive feedback from residents and stakeholders. The walks are in partnership with local police services, elected officials and municipal administration and apply a Crime Prevention Through Environmental Design (CPTED) lens to focus on assets and unique suggestions to improve deficiencies. Due to significant demand, an action and sustainability plan is being developed in partnership with St. Clair College and the WESPARK grant to build internal capacity amongst community and municipal partners.

The Regional Crime Prevention Council (RCPC) was established through grant funding from the Federal Government's Building Safer Communities Fund (BSCF). For the first two years, the RCPC will focus on preventing youth gun and gang violence in Windsor and Essex County. The RCPC will leverage expertise, share best practices, and act as an interdisciplinary consultative body.

In 2023, the City and County of Essex Council declared Intimate Partner Violence an epidemic. Per direction from the Council, the Project Manager met with members of the Violence Against Women Coordinating Committee of Windsor-Essex (VAWCCWE) to discuss their advocacy work and potential alignment with the WERCSWB. In early 2024, members of the VAWCCWE presented to the RSLT. Ongoing meetings and information sharing with the group will continue throughout the Plan.

Mental Health & Substance Use Supports:

Through SolGen's Community Safety & Policing grant stream launched in late 2021, multiple activities until the Mental Health & Substance Use Supports priority were able to be implemented. The Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) is a program designed to combat opioid/substance use and related crime through coordinated planning, public education, and training. This project involves the Windsor Police Service as the grant holder, the Windsor Essex County Health Unit, and the City of Windsor as collaborative partners. There are four key objectives of this project, many of which are in progress or have reached completion milestones:

1. Work with multi-sectoral partners to establish individualized "community safety plans" for postal codes with high-risk settings related to opioid use and overdose.
2. Work with partners to develop a promotional campaign of available mental health and community services and WPS services;
3. Provide reciprocal education and training opportunities for both the community and services providers working in identified area and high-risk settings.
4. All work will be evaluated and reported to the Province.

Many successful training events have taken place including Crime Prevention through Environmental Design (CPTED) workshops with partners as well as De-escalation and Trauma-Informed training for key frontline staff from various sectors. A website, www.ssnapp.ca was launched with community updates being added monthly. Through this grant, the Windsor Police Service was able to leverage funding to successfully pilot the Nurse Police Team (NPT).

Additionally, the Project Manager has been successful in partnering with police services across the region to apply for Community Safety and Policing (CSP) grants from SolGen. Although not led by the Project Manager, multiple successful grants are linked directly to activities in the Plan.

Financial Security & Economic Equity:

In late 2023, work commenced with a vendor to conduct a social policy review of social and financial support services available to residents of Windsor-Essex, including federal, provincial and local, to determine where there are gaps in services and support. Community stakeholders were involved in its development, and the final review will be presented to the RSLT in Spring/Summer 2024.

Risk Analysis:

The Province legislates all municipalities to develop a Community Safety and Well-Being Plan, which will need to be updated every four years. The Province did outline consequences should a municipality not develop a CSWB plan, but there are currently no known financial or management oversight consequences if the approved Plan is not fully implemented. Under the City of Windsor's Enterprise Risk Framework, Legislative & Regulatory Risk category, without ongoing funding, there will be moderate operational impacts due to initiatives not having necessary resources for implementation, which may lead to reputational impacts by regional media and community and sector groups who were an integral part of the Plan's development and ongoing implementation.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Although Community Safety & Well-Being implementation funding opportunities available for municipalities from the Province have still not been announced, OMSSA has a network of municipalities and continues to advocate to the Province for funding. The Project Manager has been successful in partnering with police services across the region to apply for Community Safety and Policing (CSP) grants from SolGen. In the first half of 2022, the RCSWB project team identified and sought out two grant streams: Implementation Grants & RCSWB Supported Grants. Implementation grants were written in partnership with key project partners or to directly receive funding for the implementation of key RCSWB initiatives. RCSWB Supported Grants were examples when the Project Manager collaborated on applications led by police service partners related to Community Safety and Well-Being through the Community Safety and Policing Grant stream by SolGen.

A total of seven grants were submitted, with five successful grants to date. The total value of successful grants was \$9.7 million approved for various initiatives and organizations across Windsor-Essex County. Of the \$9.7 million, \$4.2 million is directly tied to implementation grants for the Plan, including the City of Windsor receiving \$2.7 million over four years for the Building Safer Communities Fund (CR328/2022). Through these implementation grants, the City has successfully secured a salary cost recovery of up to 10% of the project manager's time.

In a municipal scan across Ontario, it was determined many regional municipalities have created a regional fund for the implementation of CSWB initiatives. A Community Investment Fund has been launched or made to align with CSWB goals and initiatives in regions across the Province, including Halton, York and Peel regions.

During the 2023 budget process, the City of Windsor allocated \$50,000, and the County of Essex implemented \$50,000 for a total of \$100,000 towards a Community Investment Fund to implement the Plan's activities. The City and County also contribute equally to the cost of the RCSWB Project Manager position. The budget for the creation of a CSWB Community Investment Fund serves as a foundation for the millions of dollars secured and will help build momentum and sustainability. The Project Manager will continue to liaise with OMSSA and the Association of Municipalities of Ontario (AMO) CSWB tables for funding information, in addition to searching and applying for alternative funding opportunities from senior levels of government, foundations or other sources that align with the Regional Community Safety and Well-Being Plan's goals, initiatives and actions. The additional funding sources will help build a more robust community investment fund throughout the duration of the Plan.

Consultations:

Doran Anzolin, Executive Initiatives Coordinator
 Linda Higgins, Manager of Intergovernmental Funding
 Michelle Oake, Project Manager, Windsor Essex Regional Community Safety & Well Being Plan

Conclusion:

The Windsor-Essex Regional Community Safety and Well-Being Plan stands as a cornerstone in addressing the multifaceted challenges facing the Windsor Essex region. By prioritizing the four initiatives, the Plan underscores a commitment to fostering a safer and healthier community environment.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Stephen Lynn	Manager, Social Policy & Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - CSWB Plan Project Progress

Appendix A: CSWB Plan Project Progress

Good Governance & Data

Goal	Initiative /Activity	Progress
1. Improve collaboration between CSWB partners for better data and service outcomes.	1.1. Establish a permanent table of CSWB partner organizations to institutionalize cross-sectoral collaboration to address systemic and specific service delivery opportunities.	In-Progress
	1.1.1 Establish a Memorandum of Understanding and Terms of Reference with System Leadership Table partners (RSLT) around collective action on identified CSWB priorities and initiatives.	Completed
	1.1.3 Leverage or establish Action Tables for key goals and initiatives in the RCSWB plan, that include RSLT members, municipal representation, Community Service Providers, and representation from priority and Persons with Lived Experience (PLE) populations.	In-Progress
	1.2. Develop a Data "Consortium" of partner organizations to support ongoing CSWB planning and service delivery.	In-Progress
	1.2.1 Data Consortium Planning	In-Progress
2. Improve representation and inclusion of priority populations in collaborative decision-making processes for CSWB initiatives.	2.1. Increase representation of priority populations and those with lived experience at RCSWB leadership table and partner advisory/leadership tables.	In-Progress
	2.1.1 Ensure RSLT Terms of Reference include priority and PLE population requirements for RSLT and all Action Tables.	Completed
	2.1.2 Communicate and advertise opportunities to engage representative levels in a culturally appropriate manner.	Completed
	2.1.3 Provide resources to value and support priority population's ability to participate meaningfully in implementation processes (e.g. honourariums, communities of practices).	In-Progress
	2.1.5 Reaffirm commitment to diversity, equity and inclusion among partners at the Systems Leadership Table.	Completed
	2.2. Include consultations with priority communities early in planning stages of CSWB activities.	Completed

Engaged & Safe Communities

Goal	Initiative / Activity	Progress
<p>3. Increase access to safe and affordable housing.</p>	<p>3.1. Increase awareness and utilization of existing housing supports and programs.</p>	Completed
	<p>3.1.1 Work with the City of Windsor’s Housing department, as the designated Municipal Service Manager for housing services in Windsor and Essex County, to review existing communications channels between service providers and those in need of supports and identify opportunities to improve outreach and engagement, especially in the County.</p>	Completed
	<p>3.1.2 Leverage, enhance or develop a communications plan that aligns with the Home Together: Windsor Essex Housing and Homelessness Master Plan and the mandate of the Housing and Homelessness Advisory Committee, to promote awareness of existing supports and programs that is targeted at reaching those in need of affordable housing, or those at risk of losing their housing.</p>	In-progress
	<p>3.2. Review and assess planning and growth-related policies to promote a larger and more diverse housing supply.</p>	In-progress
	<p>3.2.2 Promote innovative pilot projects among municipal partners that align with Home Together to support the creation of more attainable housing within existing legislation and regulatory frameworks</p>	In-progress
	<p>3.3. Increase provincial and federal advocacy to support more affordable housing through streamlined approval processes and capital and operating investment in housing projects.</p>	In-progress
	<p>3.3.1 Leverage, expand or develop a strategic advocacy plan with a broad coalition of municipal and sectoral support that identifies key intergovernmental investment priorities to increase access to affordable housing across the region</p>	In-Progress
<p>4. Promote safe, healthy, and connected neighbourhoods and communities.</p>	<p>4.2. Promote community-led projects and initiatives - including neighbourhood building initiatives to help increase feelings of safety, strengthen social capital with neighbours and promote ongoing, sustainable engagement within communities.</p>	In-Progress

	4.2.2. Pilot a CSWB Walks Program based on Neighbourhood Crime Prevention through Environmental Design (CPTED) model for City and County.	In-Progress
	4.2.3. Work with partners to develop and pilot a Regional Crime Prevention Council (or committee) focused on leveraging expertise and sharing best practices as an interdisciplinary consultative body for priority communities and neighbourhoods.	Completed

Mental Health & Substance Use Supports

Goal	Initiative/Activity	Progress
5. Increase frequency of preventative care and early interventions to reduce overall service need and crisis intervention.	5.1 Promote de-stigmatization of mental health and addiction issues and raise awareness of existing supports to promote early intervention and overall wellbeing.	In-Progress
	5.1.1 Leverage, enhance or develop a region-wide campaign to raise mental health awareness and local available resources and initiatives.	In-Progress
	5.1.2 Ensure resident information pathways are harmonized among service providers to provide residents with as many resources as possible (e.g. RCSWB Asset Map).	In-Progress
6. Safe and effective emergency response to those in crisis.	6.1 Expand programs that leverage crisis response teams that include both police and mental health workers (e.g. COAST, Youth Crisis Response Team (YCRT), Mobile Crisis Rapid Response Team etc.).	Completed
	6.2 Improve community trust in the emergency services and improve community outcomes, especially for priority populations, by building stronger relationships between service providers (e.g. Community workers and police) and communities.	In-Progress
	6.2.1 Leverage partnerships with existing community networks and priority populations to create opportunities for ongoing dialogue and feedback from community members.	In-Progress
	6.2.2 Identify opportunities to establish community-emergency responder partnerships.	Completed

Financial Security & Economic Equity

Goal	Initiative/Activity	Progress
7. Identify existing gaps in the social safety net for those facing income insecurity and poverty with a lens of equity and inclusion for priority populations.	7.1. Conduct a social policy review of support services available to residents of Windsor-Essex, including federal, provincial, and local initiatives to determine where there are gaps in services or supports.	In-progress
	7.1.1 Develop an inventory of available support services and conduct a gaps analysis.	In-Progress
	7.1.2 Identify opportunities for collective action to fill identified gaps.	In-Progress
	7.1.3 Select and work collaboratively with successful vendor to complete the review.	In-Progress
	7.2 Leverage report finding and the work already completed by local strategies and organizations by advocating for additional resources and funding at intergovernmental and non-profit levels.	In-Progress

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table of their meeting held September 13, 2023 - City Wide

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Mark McKenzie

Decision Number: **CSSC 226**

THAT the minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table meeting held September 13, 2023 **BE RECEIVED**; and,

THAT administration **BE REQUESTED** to prepare a report outlining the City of Windsor's responsibility within this mandated group as well as funding sources, possible impacts, priorities and implementation plan.

Carried.

Report Number: SCM 365/2023

Clerk's Note:

1. Please refer to Item 7.2 from the Community Services Standing Committee held on February 7, 2024.
2. To view the stream of this Standing Committee meeting, please refer to:
<https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20240207/-1/9465>



Committee Matters: SCM 365/2023

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Systems Leadership Table of their meeting held September 13, 2023 - City Wide



**MEETING OF THE
WINDSOR ESSEX REGIONAL COMMUNITY SAFETY AND WELL-BEING
SYSTEMS LEADERSHIP TABLE**

MEETING MINUTES

WEDNESDAY, SEPTEMBER 13TH, 2023; 9:00AM TO 10:00AM

VISION: "A COMMUNITY WHERE EVERYONE FEELS SAFE, HAS A SENSE OF BELONGING, EQUITABLE ACCESS TO SERVICES AND OPPORTUNITIES,
AND CAN HAVE THEIR NEEDS MET ACROSS WINDSOR AND ESSEX COUNTY"

In Attendance

Co-Chairs

Andrew Daher, Sandra Zwiers

Members

Mary Birch, Jeanie Diamond-Francis, Sonja Grbevski, Bill Marra,
Eric Nadalin, Carolyn Warkentin, Jason Woods, Joyce Zuk

Project Team

Amanda Alchin, Doran Anzolin, Stephen Lynn, Michelle Oake

Regrets

Members

Kevin Blondin, Angela Ferguson, Frank Providenti

Agenda Item	Highlights	Action/Update
<p>Call to Order</p>	<p>1.1 Welcome</p> <ul style="list-style-type: none"> Michelle Oake, Project Manager, Windsor Essex Regional Community Safety and Well-Being (WERC SWB) Plan, City of Windsor, welcomed Sandra Zwiers, <i>new</i> Co-Chair of the Regional Systems Leadership Table (RSLT), and Chief Administrative Officer, County of Essex. Mary Birch, Director, Legislative and Community Services and Clerk, County of Essex, was thanked for her term as Co-Chair, and commitment to being a member of the RSLT moving forward. <p>1.2 Establish Quorum and Call to Order</p> <ul style="list-style-type: none"> 12 members were present, establishing quorum. The meeting was called to order at 9:03 am. <p>1.3 Approval of Today's Agenda</p> <ul style="list-style-type: none"> The Meeting Agenda for September 13, 2023, was approved. <p>1.4 Declaration of Conflicts of Interest</p> <ul style="list-style-type: none"> N/A 	

	<p>1.5 Approval of June 28th, 2023 Meeting Minutes</p> <ul style="list-style-type: none"> The June 28, 2023 Meeting Minutes were approved. 	
<p>Matters of Discussion</p>	<p>2.1 Progress Updates: WERCSWB Projects</p> <ul style="list-style-type: none"> A high level review of the four priority areas within the WERCSWB Plan (henceforth the ‘Plan’) was provided: <ul style="list-style-type: none"> Priority #1: Good Governance & Data Priority #2: Engaged & Safe Communities Priority #3: Mental Health & Substance Use Supports Priority #4: Financial Security & Economic Equity Each priority category consists of two goals and up to three initiatives per goal. In total, eight goals have been set, and 17 initiatives were established to achieve and action the goals. <p>2.1.1 Community Investment Fund</p> <ul style="list-style-type: none"> This municipal funding will be used in 2023 to implement areas of the Plan that do not have secured grant funding (e.g., Goals 3 and 7). The RSLT will have the opportunity to review relevant project drafts created with this funding. <p>2.1.2 Building Safer Communities Fund (BSCF)</p> <ul style="list-style-type: none"> With consultation from community partners and police services (WPS, LPS, OPP), the City of Windsor submitted a regionally focussed prevention and intervention plan to combat youth gun and gang activities, to Public Safety Canada, which was successful. Through the BSCF, \$2.7 million, over three years, will be provided to the City of Windsor, by Public Safety Canada to support the prevention of youth gun and gang violence in the region. Implementation activities (e.g., funded programs, development of a Regional Crime Prevention Council, and Future Call for Proposals) and timelines were discussed and reviewed. <p>2.1.3 Data Consortium</p> <ul style="list-style-type: none"> An update was provided and received regarding the partnership between the City of Windsor and St. Clair College, through a WE SPARK grant. An update was also provided and received on the Data Consortium project, which falls under Priority #1 (Good Governance & Data). Communication and consultation with community partners will continue to be a priority through the WERCSWB Plan and the RSLT, especially as grants are being applied to. <p>2.1.4 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)</p>	<p>ACTION</p> <ul style="list-style-type: none"> A Gantt chart outlining progress towards the Plan’s priorities, goals, initiatives, and implementation activities will be submitted to the RSLT for the next meeting.

	<ul style="list-style-type: none"> • Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP), seeks to address substance use and related crime through a coordinated public education and training strategy. <ul style="list-style-type: none"> ○ This is a partnership between the City of Windsor, Windsor Police Service (WPS), and the Windsor Essex County Health Unit (WECHU) with Windsor Police Service being the Community Safety and Policing Grant holder. ○ The SSNAPP Team has hosted a number of community engagement events over the summer. ○ SSNAPP relates to Goals 4, 5, and 6 of the Plan, with the Priorities being “Engaged and Safe Communities” and “Mental Health and Substance Use Supports”. • At present time, the Plan has 19 on-going project activities, which align with 7/8 goals and 10/17 initiatives. 	
<p>Unfinished Business</p>	<p>3.1 RSLT Terms of Reference</p> <ul style="list-style-type: none"> • The <i>Terms of Reference</i> were approved at the last meeting on June 28, 2023 as a living document. <p>3.2 New Structure of RSLT Meetings</p> <ul style="list-style-type: none"> • Historically, the RSLT was established to guide the development of the Plan. • Now that the Plan has been developed, the membership list has been restructured to promote the long-term implementation of the Plan. • The past and present membership lists were reviewed and discussed. • Action Tables and Partnered Committees were identified (e.g., WECOSS LC). The WERCSWB Project Manager will be a member of the Action Tables and Partnered Committees and will report back to the RSLT for efficiency. <p>3.2.1 Review Committee for Future (ESN and PWLE) RSLT Members</p> <ul style="list-style-type: none"> • Goal 2 of the Plan is to improve representation and inclusion of priority populations. • Five RSLT membership seats will soon be filled by representatives from the Enhanced Sector Network and People with Lived Experiences. <ul style="list-style-type: none"> ○ A public call for Expressions of Interest will be requested for Committee review and selection. ○ This Review Committee will be temporary sub-committee and will consist of the following individuals: Michelle Oake, Eric Nadalin, Joyce Zuk 	<p>ACTION</p> <ul style="list-style-type: none"> • The <i>Terms of Reference</i> will be disseminated to all RSLT members through DocuSign for signature. <p>ACTION</p> <ul style="list-style-type: none"> • Michelle Oake will contact Joyce Zuk and Eric Nadalin regarding the EOI Review Committee’s next steps.
<p>New Business / Round Table Discussion</p>	<p>4.1 Good News and Upcoming Events</p> <p>4.1.1 Public Safety Information Day (September 2023)</p> <ul style="list-style-type: none"> • Michelle Oake will be attending Public Safety Information Day, as a WERCSWB Plan representative, which is occurring Sunday, September 17 at Seacliff Park, to raise awareness of the Plan and its ongoing implementation activities. 	

	<p>4.1.2 Law Enforcement Training Conference (Rescheduled Date TBD)</p> <ul style="list-style-type: none"> This event was intended to take place in September. It is being rescheduled. <p>4.1.3 Neighbourhood Safety Walks and CPTED Training (November 2023)</p> <ul style="list-style-type: none"> Since previous Safety and Crime Prevention Walks (e.g., Tecumseh, Harrow, Essex, Leamington) and CPTED trainings have proven to be successful, dates have been booked for two safety walks, as well as a two-day CPTED training course this year: <ul style="list-style-type: none"> November 2, 2023: Windsor Safety Walk November 14, 2023: Leamington Safety Walk November 15 & November 16, 2023: CPTED Training <p>4.2 Community Spotlight: Update from Community Leaders</p> <ul style="list-style-type: none"> Since there are many organizations in the community who are working towards the common goal of community safety and/or well-being, it was suggested that time permitting, the RSLT may welcome guests for up to 15 minutes (per meeting) to provide an update on their work, through a community safety and well-being lens. There was a general consensus that, time-permitting, the “Community Spotlight” will be a standing RSLT Agenda Item moving forward. 	<p>ACTIONS</p> <ul style="list-style-type: none"> Michelle Oake will inform the RSLT of the dates and times of the Safety Walks and CPTED training once confirmed.
<p>Adjournment</p>	<p>5.1 Next Quarterly Meeting</p> <ul style="list-style-type: none"> December 13, 2023 (Virtual: 9:00 am – 10:00 am) <p>5.2 Meeting Adjourned</p> <ul style="list-style-type: none"> The meeting was adjourned at 10:00 am. 	

Subject: Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) Update – City Wide

Reference:

Date to Council: May 1, 2024
Author: Stephen Lynn
Manager, Social Policy & Planning
slynn@citywindsor.ca
519-255-5200 ext 5270

Report Date: March 18, 2024
Clerk's File #: GF/14750

To: Mayor and Members of City Council

Recommendation:

THAT the report from the Manager, Social Policy & Planning regarding an update on Asylum Claimants in Windsor **BE RECEIVED** for information; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to approve and submit applications and related submissions and sign Ministry funding letters or agreements and amendments to Immigration, Refugees and Citizenship Canada (the "IRCC"), or any other Ministry as required, to secure funding related to asylum claimants and other newcomer populations, provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT the Commissioner of Human and Health Services **BE AUTHORIZED** to allocate funding approved by the IRCC, or any other Ministry as required, and execute, sign, amend and terminate agreements with Purchase of Service agencies to support asylum claimants and other newcomer populations provided the agreement does not exceed the funding provided by the agreement or as allocated in the approved City budget in each respective year, and provided they are in a form satisfactory to the City Solicitor, satisfactory in content to the City Treasurer, and technical content to the Executive Director of Housing and Children's Services; and,

THAT City Council **AUTHORIZE** the Executive Director of Housing & Children's Services to sign financial reports in consultation with the Manager of Intergovernmental Funding, and to sign administrative reports or other documents to remain in compliance as required under the funding agreement, and where the funding agreement(s) requires City Treasurer to attest to financial reports, that the City Treasurer, or designate, **BE AUTHORIZED** to sign.

Executive Summary:

N/A

Background:

The Safe Third Country Agreement (the "STCA") signed between Canada and the United States, are considered "safe" countries for migrants and states that refugee claimants are required to request asylum in the country where they first arrive. The agreement originally stated refugee claimants arriving at an official land port of entry to Canada from the U.S. were deemed ineligible for refugee protection. However, the STCA did not apply at unofficial or irregular border crossings, such as Roxham Road in Quebec, where thousands of asylum claimants could enter Canada. The significant number of asylum claimants crossing over the last few years through irregular border crossing led to a surge in local emergency shelters in Quebec with little to no capacity.

On December 30, 2022, Immigration, Refugees, Citizenship Canada (IRCC) contacted City of Windsor Administration with information about IRCC providing temporary accommodations in Windsor for asylum claimants entering Canada. The IRCC accommodations were originally intended to be temporary until the asylum claimants could find long-term housing. Initially, in Windsor, 175 rooms were secured at one hotel, but due to constant demand at Canada's border, two additional hotels were secured, for a total of 439 rooms. After securing three hotels, IRCC reduced the number to two hotels, which have continued to operate.

The Human and Health Services (H&HS) Department, including Employment & Social Services and Housing and Children's Services in collaboration with the Windsor-Essex Local Immigration Partnership (WE LIP), worked to gather as much information as possible from Federal and Provincial officials. Regular meetings were held, and administration attended the hotels in person for observational site visits as well as to set up frontline staff to ensure those who were arriving at the hotel were able to access all available services delivered by H&HS. This included Ontario Works (OW) caseworkers to process OW and housing applications and Early Childhood Education (ECE) staff from Children's Services setting up temporary EarlyON "pop-up" sites to help families with young children to feel settled and become more aware of other community services and programs. Other essential community partners assisted asylum claimants in both direct and indirect ways throughout the weeks and months, including, but not limited to, the MLITSD funded Newcomer Settlement Program (NSP) administered by Multicultural Council of Windsor & Essex County (MCC), YMCA, and Women's Enterprise Skills Training of Windsor Inc. (WEST), Matthew House, Angela Rose, Legal Assistance of Windsor (LAW), Windsor Essex Catholic District School Board, Conseil Scolaire Viamonde and the Windsor Essex Local Immigration Partnership (WE LIP).

As of March 24, 2023, Canada and the United States expanded the STCA to cover the entire land border (including irregular border crossings) and internal waterways, which effectively stopped thousands of asylum claimants who entered through irregular crossings.

In April 2023, City Council approved CR146/2023 in regards to asylum claimants. The recommendations were immediately actioned, and the City of Windsor was advised by IRCC that the number of rooms would not expand beyond 500 due to limited local capacity in the local emergency shelter system and affordable rental housing market. Also, MLITSD identified the Multicultural Council of Windsor-Essex (MCC) as the local lead settlement agency. Finally, a letter was sent to advocate for establishing a Refugee Law Office from Legal Aid Ontario; however, no action has been taken to establish the office to date. This report is being brought to Council to provide an update on the matter since the last report.

Discussion:

The amendment to the STCA effectively ended asylum claimants at irregular border crossings, and these transfers to Windsor Hotels ended by the end of March 2023. Prior to this, 24 transfers occurred, bringing 1,407 asylum claimants into the IRCC Windsor hotels. As asylum claimants left the hotels after successfully finding new housing, new transfers commenced to fill room vacancies.

Since then, the number of inland asylum claimants in Canada continued to increase. Shelters in the Greater Toronto Horseshoe Area (“GTHA”) were often over capacity. IRCC-funded Windsor hotels once again began to receive asylum claimants in September 2023, as asylum claimants were moved out of the GTHA shelters to relieve pressures from overcrowding. Inland claimants remain steady and, according to IRCC, will be for the foreseeable future.

With ongoing advocacy and innovative planning, the City of Windsor has secured pathways for asylum claimants staying in Windsor emergency and refugee shelters into the IRCC-funded hotels. Over 140 individuals, including over 30 households with children have been diverted out of the local emergency shelter system. This arrangement has relieved Windsor's emergency shelter system, which is currently nearing full capacity and provided those asylum claimants with a better network of support at the hotels.

In September 2023, the province of Ontario invested an additional \$874,100 through the Canada Ontario Housing Benefit (COHB) program to support the City of Windsor in providing urgent assistance for asylum claimants and other at-risk populations. With the joint assistance of Ontario Works, community partners and the COHB administration team twenty-five newcomer households successfully submitted a COHB application to the Ministry of Financing (MOF) and were deemed eligible will be funded from our 2023-24 COHB funding allocation.

The City applied for one-time funding from the Ministry of Children, Community and Social Services (MCCSS), through the Ontario Works (OW) Program, to fund several positions to provide on-site services to asylum claimants at the hotels. One-time funding requests were approved in 2023 (\$780,260) and 2024 (\$415,174). Year-over-year, the number of asylum claimants in receipt of Ontario works has increased 339.9%

from 2022 to 2023. The on-site OW model established by the City of Windsor's Employment & Social Services Asylum Claimant Team was awarded the 2023 Local Champion Award by the Ontario Municipal Social Service Association (OMSSA) for their innovative approach to advancing excellence in human services integration and service system management.

In July 2023, the federal government announced \$212 million of additional funding through the Interim Housing Assistance Program (IHAP) for the 2023-2024 fiscal year. On January 31, 2024, an additional \$362.4 million in funding for IHAP as part of the 2023-2024 fiscal year was announced. The City of Windsor submitted an IHAP funding application to recover costs incurred in 2023 (\$106,000) and in mid-March, IRCC approved the City of Windsor's IHAP funding application in full. Administration is seeking approval herein to enter into agreements, or take any other actions necessary, that may be required should the City be awarded such funding.

As of April 9, 839 asylum claimants are currently residing in two Windsor hotels, which the Federal government fully funds. The two hotels will continue to be operational throughout most of 2024, and Administration continues to work with the Federal government and all community partners to help find appropriate housing and services for these individuals and families.

Risk Analysis:

As there continues to be a high number of asylum claimants entering Canada, there is an impact on local services required to support this population. Without increased funding from the federal and/or provincial government to either provide more financial supports directly to asylum claimants and/or to municipalities most likely to receive asylum claimants, there is a risk that municipalities will incur higher costs for services such as emergency shelters, housing supports, social assistance, and settlement services, to name a few. To mitigate this risk, Administration is actively participating in discussions with other municipalities, particularly those in the GTHA, to inform plans such as the Peel reception centre model and efforts to advocate for more funding from upper levels of government.

With the high number of asylum claimants remaining in the IRCC funded hotels, should the Federal Government decide to not renew the short-term leases at the Windsor hotels, the local emergency shelter system would not be able to handle the influx of clients. For those asylum claimants that remain in Windsor, the City of Windsor would need to find alternative emergency shelter options, such as local motels and hotels, or other facilities that could be established as congregate living temporary emergency shelters. This would lead to a significant increase in costs, similar to those incurred when the City of Windsor previously established temporary COVID Isolation and Recovery Centres for people experiencing homelessness and agricultural workers. Administration is trying to mitigate this risk by staying connected with IRCC to understand their future plans in Windsor, and plan accordingly.

Another risk is that the IHAP funding for 2024-2025 has not been announced, so it is not a guarantee that Windsor would be eligible to recover eligible expenses incurred after April 2024. Administration is mitigating this risk by staying informed on changes to the IHAP program, applying for all available funding, and advocating through organizations such as the Ontario Municipal Social Services Association (OMSSA) and the Canadian Alliance to End Homelessness (CAEH) to the federal and provincial levels of government for more funding to support this population.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The City of Windsor's initial IHAP proposal 2023 was approved in March 2024 for \$106,000 to reimburse the City for emergency shelter costs incurred in accommodating asylum seekers during 2023. The IHAP funding will be received sometime in 2024. To receive the funding, the Minister of Immigration, Refugees and Citizenship requires an acknowledgement letter confirming that the financial grant has been received towards the costs of managing temporary housing. Any future financial grants will be addressed in subsequent agreements, therefore Council approval to enter into future agreements is being recommended.

Consultations:

Tanya Antoniw, Executive Director of Employment & Social Services
Jennifer Tanner, Manager, Homelessness & Housing Support
Jolayne Susko, Coordinator of Housing Administration & Policy
Kelly Goz, Manager (A), Homelessness & Housing Support
Linda Higgins, Manager of Intergovernmental Funding
Kelly LaChappelle, Supervisor of EarlyON Child & Family Centres
Kate Tracey, Legal Counsel

Conclusion:

As global unrest continues to rise, Windsor and other cities across the Province are continuing to experience historic increases in the number of asylum claimants in need of support. A strong constellation of community partners from various sectors in Windsor have ensured asylum claimants are able to access eligible services and programs with

limited barriers. This network must be sustained over time with increased funding from senior levels of government. The City of Windsor will continue to work with its local partners, IRCC and others across the province to ensure Windsor is a welcoming place for all.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Stephen Lynn	Manager, Social Policy & Planning
Janice Guthrie	Commissioner, Finance & City Treasurer
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

N/A