

## Community Services Standing Committee Meeting Agenda

**Date:** Wednesday, May 7, 2025

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

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

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure 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.	<b>CALL TO ORDER</b>

### 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.	<b>DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF</b>
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3.	<b>ADOPTION OF THE MINUTES</b>
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| 3.1. | Adoption of the Community Services Standing Committee minutes of its meeting held December 4, 2024 <b>(SCM 389/2024)</b> |
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4.	<b>REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS</b>
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5.	<b>COMMUNICATIONS</b>
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6.	<b>PRESENTATIONS AND DELEGATIONS</b>
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| 6.1. | Annual Progress Report of the Windsor Essex Regional Community Safety & Well-Being Plan and Next Steps - City Wide <b>(S 61/2025)</b> |
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7.	<b>COMMITTEE MATTERS</b>
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| 7.1. | Minutes of the Age Friendly Windsor Working Group of its meeting held January 31, 2025 <b>(SCM 70/2025)</b>     |
| 7.2. | Minutes of the Windsor Accessibility Advisory Committee of its meeting held March 13, 2025 <b>(SCM 85/2025)</b> |
| 7.3. | Minutes of the Committee of Management for Huron Lodge of its meeting held March 4, 2025 <b>(SCM 100/2025)</b>  |

- 7.4. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 11, 2024. **(SCM 121/2025)**

**8. ADMINISTRATIVE ITEMS**

- 8.1. Emergency Shelter Winter Planning Update and One Time Funding for Encampment Responses **(S 62/2025)**
- 8.2. Response to CR 433/2023 re: Homelessness Outreach Updates - City Wide **(S 63/2025)**
- 8.3. Response to Directive on Dog Park Policy - City Wide **(S 45/2025)**
- 8.4. Response to CQ 43- 2024 Barron Bowl Fundraising Update - Ward 2 **(S 25/2025)**

**9. QUESTION PERIOD**

**10. ADJOURNMENT**



**Committee Matters: SCM 389/2024**

**Subject: Adoption of the Community Services Standing Committee minutes of its meeting held December 4, 2024**

## Community Services Standing Committee Meeting

Date: Wednesday, December 4, 2024

Time: 9:00 a.m

### **Members Present:**

#### **Councillors**

Ward 2 – Councillor Fabio Costante

Ward 5 - Councillor Ed Sleiman (Chairperson)

Ward 6 – Jo-Anne Gignac

#### **Councillor Regrets**

Ward 4 – Councillor Mark McKenzie

### **PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:**

Sandra Gebauer, Council Assistant

Ward 3 - Councillor Renaldo Agostino

### **ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:**

Andrew Daher, Commissioner, Human & Health Services

Dana Paladino, Acting Senior Executive Director, Corporate Services

Michael Chantler – Acting Senior Executive Community Services

Vincenza Mihalo, Executive Director, Human Resources

James Chacko, Executive Director, Parks & Facilities

Jen Knights, Chief Executive Director, Windsor Public Library

Alina Sirbu, Executive Director, Long Term Care / Administration

Kirk Whittal – Executive Director, Housing & Children's Services

Michelle Staaedegaard, Manager, Culture & Events

Stephen Lynn, Manager, Social Policy & Planning

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

Jennifer Tanner, Manager, Homelessness & Housing Support

Diane Wilson, Manager, Social & Affordable Housing

Denise Wright, Manager Real Estate Services

Mark Keeler, Diversity/Accessibility Officer

Doran Anzolin, Executive Initiatives Coordinator

Kathleen Queneville, Active Transportation Coordinator

Anna Ciacelli, Deputy City Clerk

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### 1. CALL TO ORDER

The Chair calls the meeting of the Community Services Standing Committee to order at 9.01 o'clock a.m.

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

None disclosed.

### 3. ADOPTION OF THE MINUTES

#### 3.1. Adoption of the Community Services Standing Committee minutes of its meeting held October 2, 2024

Moved by: Councillor Fabio Costante

Seconded by: Councillor Renaldo Agostino

That the minutes of the Community Services Standing Committee meeting held October 2, 2024 **BE ADOPTED** as presented.

Carried

Report Number: SCM 303/2024

### 4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None presented.

### 5. COMMUNICATIONS

None presented.

### 6. PRESENTATIONS AND DELEGATIONS

#### 8.4. Response to Council Directive CR31/2024; Report regarding 2023 and 2024 attendance numbers and staffing possibilities at the Duff-Baby Mansion at 221 Mill Street - Ward 2

##### Don Wilson, President, Les Amis Duff Baby

Don Wilson, President, Les Amis Duff Baby appears before the Community Services Standing Committee regarding the administrative report dated November 18, 2024, entitled "Response to Council Directive CR31/2024; Report regarding 2023 and 2024 attendance numbers and staffing possibilities at the Duff Baby Mansion at 221 Mill Street - Ward 2" and provides an overview of the recent success of the museum along with the challenges that recent restorations have caused as it relates to attendance numbers. Mr. Wilson indicates that the

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anticipated opening date has been delayed due to unforeseen restoration delays and they are requesting an extension from the Gordie Howe International Bridge as this will delay the proposed completion of the work in early 2025. A grand opening will be held once all of the work has been completed.

Councillor Jo-Anne Gignac inquires whether there is an anticipated completion date. Mr. Wilson responds that communications between the Ontario Heritage Trust (OHT) and the City of Windsor staff indicate that the completion date is anticipated to be mid-2025 with no exact date provided.

Councillor Jo-Anne Gignac asks administration to provide an update. Michelle Staadegaard, Manager of Culture and Events appears before the Community Services Standing Committee regarding the administrative report dated November 18, 2024, entitled "Response to Council Directive CR31/2024; Report regarding 2023 and 2024 attendance numbers and staffing possibilities at the Duff Baby Mansion at 221 Mill Street - Ward 2" and responds that the OHT has confirmed that the renovation is expected to be completed by mid-summer 2025, which is in line with the opening of the Gordie Howe Bridge along with the grand re-opening of the Duff Baby.

Councillor Jo-Anne Gignac inquires whether there have been discussions surrounding access to the house during renovations. Ms. Staadegaard responds that there is full access to the first floor. Public tours have been popular, but with the building being under construction, the attendance numbers are down.

Councillor Fabio Costante asks the delegate if there have been discussions with the Downtown Windsor Business Improvement Area (DWBIA) regarding community benefits and if we are able to satisfy the components of the grant within the new timelines. Mr. Wilson responds that they have spoken informally with the Gordie Howe International Bridge staff so that they are aware that an extension will be requested. Correspondence from the OHT is pending before they are able to finalize the formal extension request.

Councillor Fabio Costante asks Mr. Wilson if they require any support from the City in that regard. Mr. Wilson responds that it would assist to have something in writing from the municipality in addition to the letter from the OHT supporting this request.

Councillor Fabio Costante inquires whether the internet issue has been resolved. Ms. Staadegaard responds that there has not been any progress on the installation, but there is some funding in the operating budget as it relates to marketing promotion for next year that would be able to be moved over to assist with the installation. Administration will then work with the volunteer group as it relates to monthly fees for service.

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 268**

That the report of the Manager of Culture and Events, dated November 18, 2024, entitled "Response to Council Directive CR31/2024; Report regarding 2023 and 2024 attendance numbers and staffing possibilities at the Duff Baby Mansion at 221 Mill Street - Ward 2" **BE RECEIVED**; and,

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That administration **BE DIRECTED** to write a letter to the Ontario Heritage Trust (OHT) to express the urgency of reopening the Duff Baby mansion as soon as possible; and,

That administration **BE DIRECTED** to write a letter to the Windsor-Detroit Bridge Authority to express the City's full support of Les Amis Duff Baby in its application to receive community benefits and that they continue despite the new timelines that have been provided.

Carried.

Report Number: S 162/2024

Clerk's File: MBA/3184

## 7. COMMITTEE MATTERS

### 7.1. Minutes of the Committee of Management for Huron Lodge of its meeting held September 12, 2024

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 261**

That the minutes of the Committee of Management for Huron Lodge of its meeting held September 12, 2024 **BE RECEIVED**.

Carried.

Report Number: SCM 288/2024

Clerk's File: MB2024

### 7.2. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., Held September 12, 2024

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 262**

That the minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held September 12, 2024 **BE RECEIVED**.

Carried.

Report Number: SCM 324/2024

Clerk's File: MB2024

### 7.3. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held October 16, 2024

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac



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Decision Number: **CSSC 263**

That the minutes of the the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held October 16, 2024 **BE RECEIVED**.

Carried.

Report Number: SCM 325/2024

Clerk's File: MB2024

### 7.4. Report No. 120 of the Board of Directors Willistead Manor Inc.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 264**

That Report No. 120 of the of the Board of Directors Willistead Manor Inc. indicating:

That the following persons BE RE-APPOINTED to the Board of Directors of Willistead Manor Inc. for a two-year term expiring August 17, 2026:

MJ. Dettinger

C. Gaudette

R. Jasey

**BE APPROVED.**

Carried.

Report Number: SCM 326/2024

Clerk's File: MB2024

## 8. ADMINISTRATIVE ITEMS

### 8.3. Response to CQ12-2024 – Community Recognition Awards – City Wide

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 267**

That the report of the Manager, Community Programming & Development, dated November 21, 2024, in response to CQ12-2024 entitled "Response to CQ12-2024 – Community Recognition Awards – City Wide" **BE RECEIVED** for information.

Carried.

Report Number: S 169/2024

Clerk's File: SR2024

### 8.1. Facility Accessibility Design Standard Adoption - City Wide

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Councillor Jo-Anne requests that administration to elaborate on the lag since the review.

Dana Paladino, Acting Senior Executive Director, Corporate Services appears before the Community Services Standing Committee regarding the administrative report dated September 17, 2024, entitled "Facility Accessibility Design Standard Adoption - City Wide" and responds that since its passing in 2006, there have not been significant changes around AODA requirements. The City continues to comply with the AODA as well as the Ontario Building Code. These standards are above and beyond that. London reviewed theirs in 2021 and since then, we have been looking at how to update ours and have landed on the London model.

Councillor Jo-Anne Gignac asks administration if we will be focusing on recreation facilities and washrooms. Ms. Paladino indicates that in new construction, the bathrooms are universal, we have added adult change tables where possible. The London model will be distributed throughout city departments for their input. The fulsome report will come back to Council. The Windsor Accessibility Advisory Committee (WAAC) has been involved in providing input and updating the Facility Accessibility Design Standards (FADS) as well.

Councillor Renaldo Agostino asks administration if there has been any community consultation completed thus far. Ms. Paladino responds that there are members of WAAC that represent the voice of the community. Mark Keeler, (A) Diversity and Accessibility Officer, Human Resources appears before the Community Services Standing Committee regarding the administrative report dated September 17, 2024, entitled "Facility Accessibility Design Standard Adoption - City Wide" and responds that they will be bringing the draft FADS to groups across the city for community consultation. Ms. Paladino adds that the WAAC, in conjunction with members of administration have taken the London model and added their own input. With council's direction, we will distribute the FADS across City departments for administration's input and will bring forward a fulsome report with larger community consultation for final adoption.

Councillor Ed Sleiman asks administration if it is typical for FADS to be different for each municipality. Ms. Paladino responds that the FADS are not prescribed. Each municipality has its own committee. The London model has been widely adopted across the province. There is no universal standard aside from the legislation of the AODA and the Ontario Building Code.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 265**

That Council **DIRECT** administration to review the updated Facility Accessibility Design Standards proposed by the WAAC Facility Accessibility Design Subcommittee and report back to Council for final approval.

Carried.

Report Number: S 130/2024

Clerk's File: GPL/3263

### 8.5. Strategy to Promote Alternatives to Payday Loans - City Wide

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 269**

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That the report of the Manager, Social Policy & Planning, dated November 15, 2024, entitled “Strategy to Promote Alternatives to Payday Loans - City Wide” **BE RECEIVED** for information. Carried.

Report Number: C 143/2024

Clerk's File: AL2024

### 8.6. Status on IPV Funding Availability - City Wide

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 270**

That the report of the Executive Initiatives Coordinator, dated November 15, 2024, entitled “Status on IPV Funding Availability - City Wide” **BE RECEIVED**; and,

That in its renewal of the Community Safety and Well-Being Plan, administration **BE DIRECTED** to work with community partners in incorporating Intimate Partner Violence (IPV) in the next round of the Community Safety and Well-Being plan.

Carried.

Report Number: C 144/2024

Clerk's File: SS2024

### 8.7. Training at Local Emergency Shelters – City Wide

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Fabio Costante

Decision Number: **CSSC 271**

That City Council **RECEIVE** this report-back requested by the former Housing and Homelessness Advisory Committee regarding training support for local emergency shelters on the barriers faced by the 2SLGBTQIA+ communities in finding appropriate housing.

Carried.

Report Number: S 164/2024

Clerk's File: SS2024

### 8.8. Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide

Councillor Fabio Costante asks administration what authority the social service provider has to either suggest or force consolidation amongst social housing providers. Kirk Whittal, Executive Director Housing and Children's Services appears before the Community Services Standing Committee regarding the administrative report dated November 18, 2024, entitled “Social

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Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide” and responds that the *Housing Service Act* is contemplating the potential of exiting a service agreement to keep units in the community. The assets would need to be transferred to another type of non-profit to ensure that the units remain in community to be able to deliver social and affordable housing.

Councillor Fabio Costante asks administration if it is at the full discretion of each housing provider to exit an agreement, if there is any situation where they may find themselves to be insolvent, could that provide any legal authority or otherwise to encourage or force consolidation. Mr. Whittal responds that the act does provide the ability for the City to take over the provider with the intention of bringing it forward to another provider. The City could take it over temporarily until another community entity comes forward that would be willing to operate it.

Councillor Fabio Costante asks administration how funding will operate for service agreements. Mr. Whittal responds that the intent of the service agreements is to negotiate with the operators to exchange financial models. Some of the challenges that we anticipate are with the age of the stock, cost of the stock and how much is available. Many operators don't have significant capital reserves. The report outlines the potential funding model that works for both the provider and service manager are happy with.

Councillor Fabio Costante asks administration if there is any risk to the taxpayer, with respect to funding. Mr. Whittal responds the challenge is knowing if the mortgage savings will be enough within the funding envelope to offset the concerns that exist in the system currently. If the pressures are significant enough, there will be a separate report to Council along with a request.

Councillor Fabio Costante asks administration if it is possible to report back on legal authority to force consolidation. Mr. Whittal responds that there is an opportunity to work with the individual entities to encourage them to build new stock to add to the existing stock.

Councillor Jo-Anne Gignac asks administration to clarify what we are able to do now as a service provider and if there is legislation that would provide us the authority to oversee these individual entities. Mr. Whittal responds that our housing team works closely with our service providers. We recently did governance training.

Councillor Jo-Anne Gignac asks administration if we are able to suggest that they look for competencies on their board. Mr. Whittal responds that the boards do try to choose certain skill sets. Diane Wilson, Manager, Social & Affordable Housing, Housing & Children's Services appears before the Community Services Standing Committee regarding the administrative report dated November 18, 2024, entitled “Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide” and adds that in the governance training there was an overview provided to all of the social housing providers as to the selection process and what those needs are to select a board. There are prescribed positions through the governance training. They are looking at ways to support them in choosing a board of directors in the future.

Councillor Jo-Anne Gignac asks administration if there is an organization that looks at gathering information for people with the desired skill sets that may be retiring to sit on these boards. Andrew Daher, Commissioner, Human & Health Services appears before the Community

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## Community Services Standing Committee

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Services Standing Committee regarding the administrative report dated November 18, 2024, entitled “Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide” and responds that we are working closely with all of our providers to review building conditions and operations to help suggest improvements to operations and board structure and to offer recommendations or referrals to property maintenance management companies that can help them find efficiencies within their operations.

Councillor Renaldo Agostino asks administration how much of a deep dive we are doing into the financials of these organizations. Mr. Whittal responds that our team is in constant contact with these organizations and are involved in approving their annual budgets as a requirement for the funding.

Councillor Renaldo Agostino asks administration if duplication of services are identified in the budget process that we can make recommendations to improve. Mr. Whittal responds that we look at governance, policy and financial aspects to ensure that these organizations deliver the services to keep the operations going.

Councillor Renaldo Agostino asks administration if we share grant opportunities with the providers when we see that they are available. Ms. Wilson responds that we look for available grants and provide the information to the organizations in order to access any available funding.

Councillor Ed Sleiman asks administration if there has been a situation that we have not been able to reach an agreement with any service providers that would cause the termination of the contract. Mr. Whittal responds that we have not yet experienced this. There is an opportunity for a provider to leave, but they are required to transfer the assets to another provider in order to continue to deliver the service. The purpose of a service agreement is to reach a reasonable cost structure and for the operators to operate in a financially reasonable manner.

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: **CSSC 272**

That the report of the Social Housing Analyst, and the Coordinator, Housing Administration & Policy dated November 18, 2024, entitled “Social Housing – End of Mortgage (EOM) and Negotiation of Service Agreements with Housing Providers – City Wide” **BE RECEIVED**; and,

That administration **BE DIRECTED** to report back on opportunities for consolidation among social housing providers to realize efficiencies to better serve tenants.

Carried

Report Number: S 166/2024

Clerk’s File: GH/14271

## 8.2. Response to CQ 39-2024 – Funds Available for Waterfront Parkland Property – Riverside Sites (Shores Park & Former Abars Site) – Ward 6

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Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

That Rule 3.3(c) of the Procedure By-law 98-2011, **BE WAIVED** to allow for the Chair to call a special meeting without 24 hours' notice.

Carried.

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

That the Community Services Standing Committee Meeting move In Camera at 9:46 o'clock a.m. in accordance with the *Municipal Act* s. 239 (c) proposed or pending acquisition or disposition of land.

Carried.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

That the Community Services Standing Committee move back into public session at 10:14 o'clock a.m.

Carried.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Fabio Costante

Decision Number: **CSSC 266**

That the report of the Manager of Real Estate Services, dated October 25, 2024, in response to CQ 39-2024 entitled " Response to CQ 39-2024 – Funds Available for Waterfront Parkland Property – Riverside Sites (Shores Park & Former Abars Site) – Ward 6" **BE RECEIVED** for information.

Carried.

Report Number: C 137/2024

Clerk's File: AL2024

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### 9. QUESTION PERIOD

None registered.

### 10. ADJOURNMENT

There being no further business the meeting of the Community Services Standing Committee is adjourned at 10:15 o'clock a.m. The next meeting of the Community Services Standing Committee will take place on February 5, 2025

Carried.

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Councillor Ed Sleiman (Chairperson)

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Deputy City Clerk / Supervisor of Council  
Services

**Subject: Annual Progress Report of the Windsor Essex Regional Community Safety & Well-Being Plan and Next Steps - City Wide**

**Reference:**

Date to Council: 5/7/2025  
Author: Michelle Oake  
Project Lead, Human & Health Services  
519-255-5200 x 5432  
moake@citywindsor.ca

Community Development and Health Services  
Report Date: 4/17/2025  
Clerk's File #: SS/14026

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** City Council **APPROVE** the Progress Report of the Windsor Essex Regional Community Safety & Well-Being Plan and its submission to the Province of Ontario's Ministry of the Solicitor General before December 31, 2025; and further,

**THAT** City Council **AUTHORIZE** the Commissioner of Human & Health Services to develop a revised Regional Community Safety and Well-Being Plan in the format required under the Community Safety and Policing Act, 2019 and bring back to Council for approval; and further;

**THAT** City Council **AUTHORIZE** the Commissioner of Human and Health Services to apply for grant funding available relative to community safety and well-being through the provincial or federal governments provided that City funding is not required, or is available within existing budgets, and timeframes will still allow for City Council to ratify the application for the grant funding prior to a point when a withdrawal from the program would no longer be possible.

**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 (the Plan). The Ministry of the Solicitor General developed the Provincial CSWB Planning Framework to help guide municipalities in their planning efforts. The CSWB



Planning Framework consists of four areas of intervention including Social Development, Prevention, Risk Intervention, and Incident Response.

City and County Councils authorized a project team comprised of City and County administration staff led by the City of Windsor to develop and implement the Plan for the region. The Plan was developed with a large focus on the long-term, multi-disciplinary efforts and investments to improve longstanding systemic challenges and proactively implement evidence-based strategies to reduce locally identified priority risks, before they result in crime, victimization, or harm.

The Plan was approved by City and County Council in October and November 2021, respectively (CR522/2021) and was submitted to the Ministry of the Solicitor General for approval in December 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 priorities were Good Governance and Data, Engaged and Safe Communities, Mental Health and Substance Use Supports; and Financial Security and Economic Equity.

Since the development of the Plan in 2021, the world has endured a public health pandemic, experienced inflationary increases for goods and services, as well as significant housing shortages and increases in housing costs, all of which is correlated with increased use of substances and increased risks of mental health. The Plan was originally conceived as a five-year initiative ending in 2026, however, following its approval and submission, the Province legislated it be revised every four years.

This report is intended to provide a progress report of the Plan’s four regional priorities, including accomplishments, enhanced partnerships where applicable, along with an update on the current resourcing and future steps related to the revised Plan.

## **Discussion:**

### **Priority: Good Governance and Data**

The Good Governance and Data Priority was borne from the understanding that all the identified risks and opportunities from the first three categories could be addressed using a multi-sectoral collaborative approach. The priority was developed to institutionalize the governance structures of the Regional Systems Leadership Table (RSLT) and temporary data tables to implement the RCSWB Plan and identify and address community safety and well-being issues in the future. This priority has focused on strengthening relationships, increased committee representation and membership.

Mandated by the province, the RSLT is comprised of key partner organizations that institutionalize cross-sectoral collaboration to address systemic and specific service delivery opportunities. The RSLT is chaired by the City of Windsor’s Human and Health Services Commissioner and the Director, Legislative & Legal Services for the County of Essex and includes partners from various sectors, including health and mental health, education, community and social services, community and custodial services for youth, municipalities, police and public safety, and business (Appendix A).

To better leverage existing strategies and inform CSWB governance on community risks and protective factors, dedicated representation from the Enhanced Sector Network (ESN) was included as part of the RSLT. The ESN was established during the Plan's public engagement process to collaborate with committees and organizations that support individuals from eight historically underrepresented communities: Indigenous Peoples, Racialized Persons, Youth, Newcomers, Seniors, 2SLGBTQ+ communities, persons with disabilities (Accessibility communities), and broader community groups. The goal of the ESN was to ensure that diverse voices and priorities were meaningfully reflected throughout the planning process.

In addition, the RCSWB Plan was successful in connecting and leveraging existing strategies (e.g. Windsor-Essex Community Opioid and Substance Strategy) and establishing Action Tables (e.g., Regional Crime Prevention Council) as needed, 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.

### **Priority: Engaged and Safe Communities**

The Engaged and Safe Communities priority focused on promoting safe, healthy, and connected neighbourhoods and communities. Key initiatives included the implementation of evidence-based strategies to reduce locally-identified priority risks to community safety and well-being, emphasizing the involvement of all community members.

Under this initiative, community-led projects and partnerships were promoted, expanded and enhanced, including neighbourhood building initiatives to help increase feelings of safety, strengthen social capital with neighbours and promote ongoing, sustainable engagement within communities. Several opportunities were identified for collaboration with community leaders across the region to showcase and support local community initiatives (e.g. Festival of Guest Nations & Public Safety Information Day, Crime Prevention Week, and facilitation of trainings, workshops, symposiums and community engagement events). Additionally, a gap analysis was conducted in collaboration with the County of Essex and Housing Services. As a result, housing and homelessness resource materials were developed and distributed to individuals experiencing homelessness. These efforts were carried out in partnership with community organizations promoting services at the Homelessness and Housing Help Hub (H4) and the Essex County Homelessness Hub (ECH2).

A pilot CSWB Walks Program in collaboration with local Police Services based on Crime Prevention Through Environmental Design (CPTED) principles was deemed successful by partners and the community. Neighbourhood Safety and Crime Prevention Walks were facilitated in Windsor and all seven municipalities in the County of Essex. In addition, a Toolkit was created in partnership with St. Clair College with funding from WE Spark Health Institute, Windsor Police Services, LaSalle Police and Ontario Provincial Police for its sustainability. Using this toolkit as a guide, any local practitioner or community resident can host a Neighbourhood Safety and Crime Prevention Walk.

Another successful implementation activity under this Priority was the development of a Regional Crime Prevention Council (RCPC) focusing on youth gun and gang prevention in the region. The RCPC members are reflective of the Windsor-Essex Region and include sectors serving at-risk youth of gun and gangs (Appendix B). Annual actions completed by the RCPC include participation in Crime Prevention Week activities and hosting symposiums and trainings related to youth crime prevention.

Work is underway within the plan to leverage existing resources and focus funding on targeted interventions. The ability to implement community driven solutions has been made possible by leveraging funding (approximately \$2.9 million) from a three-year grant from federal Public Safety Canada's Building Safer Communities Grant Fund (CR328/2022). The grant program provides funding to regional community organizations to launch new and expanded initiatives focusing on prevention and risk-intervention in response to youth gun and gang violence in Windsor-Essex (Appendix C).

An innovative example of how the RCSWB Plan enhanced community partnerships is through the creation of a youth-supporting housing complex. With funding from three levels of government, a partnership between the City of Windsor, Public Safety Canada, Canada Mortgage and Housing Corporation, Windsor Essex Community Housing Corporation (CHC), New Beginnings and the Windsor Essex Children's Aid Society (WECAS) has led to the creation of a youth supportive housing complex with dedicated life skills programming. The housing complex created by the CHC supports up to 15 individuals between the ages of 18 and 23 transitioning out of the child welfare system and into adulthood. The BSCF funding contributed critical on-site staffing to ensure successful youth tenancies.

Finally, collaborative efforts were successful with local partnerships with post-secondary institutions related to increasing access to safe community spaces by working with students to identify communities with limited or no access to community spaces or unsafe community spaces, including the identification of cost investments for each municipal/regional community space (e.g., lighting, landscaping, paving, and target hardening).

### **Priority: Mental Health and Substance Use Supports**

The Mental Health and Substance Use Supports Priority focussed on promoting destigmatization of mental health and addiction issues and raising awareness of existing supports to promote early intervention, prevention of substance use, and overall well-being.

Closely working partnerships between the Windsor Police Service, the Windsor Essex County Health Unit and the City of Windsor resulted in shared objectives of strengthening community safety and well-being through the opportunity to expand the existing work of the Windsor-Essex Community Opioid & Substance Strategy (WECOSS). Together, and with substantial funding (approximately \$1.4 million) over 3 years from the Community Safety and Policing grant, this partnership created the

Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP) which was a great success and achieved the following:

- Creation of individualized “community safety plans” for four high-priority areas disseminated and translated to over 1300 individuals;
- Distribution of a SSNAPP education campaign promoting existing mental health and substance use services, Windsor Police services, the Good Samaritan Drug Overdose Act, and the destigmatization of substance use;
- Over 820 representatives from police services and local service providers across the region benefitted from relevant education and training opportunities about trauma informed care, CPTED, de-escalation, addiction support and more.

Our region saw the successful continuation and reprioritization of safe and effective emergency response to those in crisis with the continuation of crisis response teams through the Community Safety & Policing grants that include police and specialized teams (e.g. mental health/nurses). Collaborative local outreach events in partnership with Windsor Police Services, LaSalle Police Services and Ontario Provincial Police led to improving visibility and building community trust in emergency services with at-risk youth and residents.

### **Priority: Financial Security and Economic Equity**

The Financial Security and Economic Equity Priority focussed largely on promoting local employment and increasing participation in local education and training as a proactive approach to prevention. A social policy review of support services was completed which identified the need to increase the awareness, understanding and implementation of trauma informed principles in services and related supports for those facing income insecurity and poverty.

In consultation with the Windsor Regional Employment Network (WREN), acting as the Service System Manager for Employment Ontario’s Integrated Employment Service system, this Priority is being actioned effectively and with efficient use of resources. It is important to note that the WREN was not established or funded at the time the CSWB Plan was established. Since that time, the WREN and its 11 Service Providers operating out of approximately 30 locations across Windsor Essex are working directly with clients to find the most appropriate employment, training and apprenticeship opportunities. Other related successes include:

1. Better Jobs Ontario (BJO) Program. Provides eligible unemployed individuals with up to \$28,000 in financial support for short-term training—52 weeks or less—in in-demand fields, helping them re-enter the workforce quickly
2. Development and publication of a quarterly Labour Market Insights Report, which helps to understand the demographic shifts, labour market trends, and workforce development strategies within our region. Development of several publications including the Apprenticeship Guide, Better Jobs Ontario guide and Literacy and Basic Skills (LBS) guide
3. Development and launch of a comprehensive training program for Employment Ontario staff including access to training for Cultural Awareness, Motivational

Interviewing, Job Development for people with disabilities and Diversity, Equity and Inclusion.

## **2026 Plan Revision Strategy**

In April 2024, the legislative framework governing Community Safety & Well-Being Plans in Ontario was updated. The revised legislation now requires municipalities to revise plans within four years after the day the plan was adopted, and every four years thereafter.

The revision process will follow a multi-phased approach to ensure the updated Plan is evidence based, inclusive and responsive to the unique needs of the Windsor-Essex community. A mixed methods data collection strategy will be used to reaffirm or identify new local priorities as well as realistic goals and implementation activities that can be achieved within a four-year timeline. As part of this process, a community engagement strategy will be implemented to gather input from a range of stakeholders. This will include an environmental scan, a survey of municipal and sectoral leaders, as well as focus groups and a public survey.

Administration will continue to work with the community to understand and prioritize new trends as well as City Council requests to address changing community needs, including intimate partner violence (CR28-2025), trauma informed care and youth gun and gang prevention. The revised Plan needs to be published online and will be sent to the Ministry of the Solicitor General by December 2025.

### **Risk Analysis:**

The development of a CSWB is a requirement under the Community Safety and Policing Act, 2019. Failure to receive Council approval will put the City in a position of non-compliance under the aforementioned Act.

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.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

The Province has not provided funding to municipalities to implement Community Safety & Well-Being Plans. City and County Council equally contribute to the cost of the RCSWB Project Lead's position, and each contribute \$50,000 for a combined \$100,000 towards the Plan's implementation activities. This serves as a foundation for the millions of dollars of funding secured and is required to maintain momentum and ensure

sustainability. Administration successfully partnered with organizations and secured funding for our region in multiple WERCSWB priority areas. Since 2022, a total of \$4.4 million is directly tied to primary activities for the Plan, including the City of Windsor receiving \$2.9 million over three years for the Building Safer Communities Fund ending in 2026.

Administration continues to liaise with the Ontario Municipal Social Services Association (OMSSA) and the Association of Municipalities of Ontario (AMO) CSWB tables for updates related to funding opportunities, in addition applying for funding from senior levels of government and other sources that align with the Regional Community Safety and Well-Being Plan's goals, initiatives and actions.

### **Consultations:**

Stephen Lynn - Manager, Social Policy and Planning, City of Windsor

Jamelah Hersh - Senior Legal Counsel

Myles Souilliere - Manager, Windsor Regional Employment Network

Tanya Antoniwi - Executive Director, Employment and Social Services, City of Windsor

Andrew Daher – Commissioner of Human and Health Services, City of Windsor

David Sundin – Director, Legislative & Legal Services, County of Essex

Karel DeGraaf – Deputy Chief of Police, Windsor Police Service

Mark Loucas - Superintendent – Essex County Detachment Commander, Ontario Provincial Police

Jason Woods – Deputy Chief of Police, LaSalle Police Service

### **Conclusion:**

The first Windsor Essex Regional Community Safety and Well-Being Plan was a collaborative, community-driven effort that leveraged existing strengths, resources and best practices to proactively address risks in four key areas: Good Governance and Data, Engaged and Safe Communities, Mental Health and Substance Use Supports, and Financial Security and Economic Equity. The Plan laid the groundwork for strong cross-sector collaboration that supported initiatives extending beyond its original goals.

The Plan's accomplishments reflect strong partnerships between the City of Windsor and the County of Essex, as well as policing and community partners providing support to the Plan. Mandated by the province, the revised plan will build on these strengths, applying lessons learned and adapting to our community's evolving needs.

### **Planning Act Matters:**

N/A

### **Approvals:**

Name	Title

Linda Higgins	Manager, Intergovernmental Funding-Employment Social & Health
Michelle Oake	Project Lead, Human & Health Services
Janice Guthrie	Commissioner, Finance & City Treasurer
Andrew Daher	Commissioner, Human & Health Services
Joe Mancina	Chief Administrative Officer

**Notifications:**

Name	Address	Email
RSLT Members		

**Appendices:**

- 1 Appendix A - Regional Systems Leadership Table Membership
- 2 Appendix B - Regional Crime Prevention Council Membership
- 3 Appendix C- Building Safer Communities Fund Grant Recipients and Funded Programs

## Appendix A - Regional Systems Leadership Table Membership

Windsor Essex Regional Community Safety & Well-Being Regional Systems Leadership Table Membership List	
Name	Organization
Andrew Daher (City Chair)	City of Windsor
David Sundin (County Chair)	County of Essex
Jeanie Diamond-Francis	County of Essex
Jason Woods	LaSalle Police
Eric Nadalin	Windsor-Essex County Health Unit
Bill Marra	Hôtel-Dieu Grace Healthcare
Karel DeGraaf	Windsor Police Service
Kevin Blondin	Pozitive Pathways
Caroline Warkentin	South Essex Community Council
Mark Loucas	Ontario Provincial Police
Ciara Holmes	Family Services Windsor-Essex
Debi Croucher	Representative of ESN/PLE
Brian Cyncora	Representative of ESN/PLE
Kate Gibb	Representative of ESN/PLE
Wendi Nicholson	Representative of ESN/PLE

NOTE: Additional Members for 2026 include representation from municipal educational services as well as representation from municipal custodial services to children and youth.



## Appendix B - Regional Crime Prevention Council Membership

Regional Crime Prevention Council Membership List	
Name	Organization
Michelle Oake (Co-Chair)	City of Windsor
Hayley Wilson (Co-Chair)	New Beginnings
Stephen Lynn	City of Windsor
Amanda Alchin	City of Windsor
Catherine Brooke	St. Leonard's Windsor
Joanna Conrad	Youth Diversion
Nila Das	Windsor Essex Child/Youth Advocacy Centre
Stacey Yannacopoulos	New Beginnings
Heather Johnson-Dobransky	Hiatus House
Carol Branget	Sexual Assault Crisis Centre
Diane Quadros	Canadian Mental Health Association
John Elliott	Sandwich Teen Action Group
Leonardo Gil	Windsor-Essex Children's Aid Society
Becky Parent	Big Brothers Big Sisters
Melissa Lauzon	Safety Village
Avery Piazza	Safety Village
Amy Visser	Windsor Essex Community Health Centre
Joe Bell	Greater Essex County District School Board
Michelle Bloomfield	CSC Providence
Todd Lavigne	Ontario Provincial Police
Amy Peirone	St. Clair College
Michelle Rocheleau	Youth Wellness Hub
Karel DeGraaf	Windsor Police Service
Jason Woods	LaSalle Police Service
Mark Loucas	Ontario Provincial Police
Juliana Simon	Trans Wellness Ontario
Connie DaSilva	The Bridge
Olivier St-Maurice	CS Viamonde
DJ MacNeil	Hôtel-Dieu Grace Healthcare
Eric Nadalin	Windsor-Essex County Health Unit
Kristen Jeavons	Legal Assistance of Windsor
Jordyne Rose	Downtown Mission
Amy Lofaso	Windsor-Essex Catholic District School Board
Patrick Lenehan	Ontario Provincial Police
Daemon Hart	Windsor Fire & Rescue
Jennifer Dillon	John Howard Society
NOTE: The Membership List is revised and added to as required.	

## Appendix C- Building Safer Communities Fund Grant Recipients and Funded Programs

Organization	Project Description	Project Type
New Beginnings	Risk Intervention and Prevention Program (RIPP), is a mobile program for acute at-risk youth. This program provides service to youth that demonstrate a variety of risk factors including those who are in conflict with the law and/or have been sentenced and at risk to reoffend and/or are at a higher risk of criminal/violent behaviour and poorer outcomes, reside in a high needs community, have multiple risk factors and challenges such as: substance abuse issues, mental health issues, familial issues, housing, unemployment, poverty, education etc. This program was expanded by age to include 10-11-year-old participants, as well as 21-26-year-old participants. RIPP was also expanded geographically to include the municipalities of Leamington, Kingsville, and Essex.	Prevention
	Supportive Student Residence (SSR) is a new program aimed at providing a safe and nurturing environment to at-risk youth that is conducive to their growth and stability. At-risk youth often face challenges such as involvement in the justice system (gun and gang violence), conflict with the law and/or family, and mental health challenges. This program recognizes the urgent need for targeted intervention to break the cycle of vulnerability and provide a pathway toward independence and self-sufficiency for at-risk youth.	Prevention
	Youth Risk Prevention and Intervention Initiative (YRPPI) is a Program Coordination Team to provides backbone supports for the Regional Crime Prevention Council and works closely with BSCF-funded community partners to ensure program sustainability measures are considered and program evaluation occurs.	Prevention
Youth Diversion	The Rebound Program, offers a 10-week social skills group for youth who show signs of being at-risk of dropping out of school, being in trouble with the law, or having difficulties with parent/teen interactions. These sessions are done in a very interactive group setting. The Rebound Program, was expanded by age to include 6-12-year-old participants, as well as 18-26-year-old participants.	Prevention
Windsor-Essex Children's Aid Society (WECAS)	The YouThrive Project is a program that includes life skills development and youth engagement components. All participants of the project are at-risk youth (ages 18-23), in the care of the WECAS. Key project components include: individualized risk and protective factor assessment and evaluation, youth engagement and leadership opportunities, life-skills development programming,	Prevention

	community linkages and outreach, program evaluation and sustainability planning.	
Sandwich Teen Action Group (STAG)	Creating a Safer and More Resilient Environment for At-Risk Youth is a new comprehensive community program aimed at preventing youth gun and gang violence. The overarching goal is to create a safer and more resilient environment for young individuals by addressing root causes, providing education, fostering community engagement, and offering support services. The program activities include a root cause analysis to help identify factors leading to youth involvement in gun and gang violence, data collection, collaboration with local agencies, consultation with experts, community input, and media outreach, with a goal of raising awareness about the consequences of gun and gang involvement. Program activities also include the facilitation of workshops to support the at-risk youth.	Prevention
Regional Crime Prevention Council (RCPC)	The RCPC is an interdisciplinary consultative group consisting of municipal, law enforcement, service sector, and youth representatives that seek to support the development and use of preventative safety and well-being practices, including those pertaining to crime prevention, youth gun and gang violence, youth risk intervention and prevention, and youth capacity development.	Prevention



**Committee Matters: SCM 70/2025**

**Subject: Minutes of the Age Friendly Windsor Working Group of its meeting held January 31, 2025**

## **AGE FRIENDLY WINDSOR WORKING GROUP**

Meeting held January 31, 2025

A meeting of the Age Friendly Windsor Working Group is held this day commencing at 9:30 o'clock a.m. via Zoom video conference, there being present the following members:

Gerald Corriveau  
Larry Duffield  
Andrea Grimes  
Cindy Matchett  
Roxanne Tellier  
Tom Wilson

### ***Also present are the following resource personnel:***

Kara Kristoff, Supervisor Community Programming  
Christina Ritorto, Client Support & Staff Development Coordinator  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

Kara Kristoff, Chair calls the meeting to order at 9:38 o'clock a.m. and the Working Group considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Declaration of Conflict**

None disclosed.

### **3. Adoption of the Minutes**

Moved by Roxanne Tellier, seconded by Tom Wilson,  
That the minutes of the meeting of the Age Friendly Windsor Working Group held October 10, 2024 **BE ADOPTED** as presented.  
Carried.

### **4. Business Items**

#### **4.1 Review of budget and carry-forward request from 2024**

The Chair advises that a request to carry forward the 2024 Operating Budget of \$7,835.26 to 2025 has been submitted for approval. She encourages members to attend conferences and workshops that may be of interest.

Andrea Grimes asks if the working group holds a meeting at a city venue, is the rental cost waived. The Chair responds there is no cost to utilizing rooms at City Hall, however, if the committee is hosting an event and utilizing community spaces, there will be a charge for that.

## 4.2 Annual Year in Review

Christina Ritorto Client Support & Staff Development Coordinator states that the Age-Friendly Windsor Working Group 2024 Annual Report", **attached** as Appendix "A" have been submitted to the Community Services Standing Committee and City Council for approval. She provides an overview of the accomplishments noted in the report.

The Committee Coordinator advises that members of the Age-Friendly Working Group are able to attend the Standing Committee and Council meeting to speak to the Annual Report if they are registered as a delegation through the City Clerk's Office.

## 4.3 Update from Transit Windsor (Questions brought forward from the October 10, 2024 meeting)

At the direction of the Working Group at its meeting held October 10, 2024, the questions posed by the committee in italics and the answers provided by Transit Windsor are as follows:

- ***Are there current studies or surveys identifying those who utilize the bus services***
  - No studies or surveys. We do have actual ridership percentages based on categories though, including seniors, students, youth, and adult.
  -
- ***Provide the population and age groups of those use Transit Windsor***
- - 2024 Ridership Percentages up to Sept 30, 2024
  - Adults (20 to 59 years old) = 27%
  - Youth (0 to 19 years old) = 7%
  - Students (anyone enrolled in school with a UPass, Saints Pass, Semester Pass, High School Pass) = 59%
  - Seniors (60 and over) = 6%
  - Tunnel = 1%
- ***Does transit take into consideration the areas where seniors reside in terms of bus routes.***
- - Yes it is part of our evaluation
- ***Has an updated route for the Riverside area been established.***

- -We would need an exact definition of the Riverside area they are referring to in order to provide a correct answer
- ***Has consideration been given to reintroducing a “grocery run” for Seniors’ homes as an addition to the bus service.***
- No. The demand before the COVID pandemic wasn’t there and ridership was very low. Transit Windsor doesn’t have the buses available to provide that service with all routes being at record high ridership levels.

Tom Wilson asks if the percentages noted in “population and age groups of those who use Transit Windsor” are derived from the people who have passes. Larry Duffield inquires if Tom Wilson’s question relates to passes versus the cash box and asks why the Transit Windsor survey would only cover passes. He adds that any organization would want to have a clear profile of their client base to determine who their ridership is on a day-to-day basis. The Chair advises that a question will be directed to Transit Windsor to explain how the ridership percentages are calculated and what aspects of transit use go into that percentages.

Andrea Grimes questions when a user swipes their bus pass, is Transit Windsor able to collect that data? Christina Ritorto remarks that she oversees the Customer Care Centres and indicates they are now issuing Smart Ride Cards (which can be reloaded) as Transit Windsor is moving away from cash. There is also the bus pass option that can be used for 15 or 30 days. In terms of cash, Adult, Senior, Youth rates require the exact fare must be provided on the bus, so it is difficult to identify who the riders are in terms of cash. Transit Windsor does generate a report based on when these cards are reloaded.

In response to a question asked by Andrea Grimes regarding if Ontario Works subsidizes bus passes, Christina Ritorto responds that they do. Andrea Grimes asks if the data relating to subsidized bus passes by Ontario Works is captured. Christina Ritorto responds that when a card is reloaded, it is identified as being Ontario Works (free bus pass) discounted bus pass, or senior, youth or adult.

Cindy Matchett asks if the Working Group is surprised that seniors (60 and over) only represent 6% of the ridership. Larry Duffield responds that Transit Windsor is not capturing the actual ridership of seniors. Tom Wilson adds that many people prefer paying cash as opposed to using a card or a monthly pass and notes he is not certain how accurate these statistics are and adds that doing a survey would be a starting point.

Christina Ritorto states perhaps seniors do not know how to begin the process of using a ride card. She indicates that Life after Fifty at WFCU is a Customer Care Centre and she suggests passing on this information to seniors at this location. Tom Wilson concurs with this suggestion and adds that seniors are not comfortable with the use of these cards, and they prefer using cash.

In response to a question regarding where these cards are available, Christina Ritorto responds that the Transit Windsor Smart Pass Cards are available at the Community Centres (which are Customer Care Centres).

Roxanne Tellier expresses concern that there are only two locations where people can charge their card. She reiterates that a question was posed to Transit Windsor (with no response) regarding the lack of bus service to Sand Point Beach during the summer months. Kara Kristof indicates that this question will be presented to Transit Windsor for a response.

Kara Kristoff surmises there a need for awareness and education regarding how seniors and all riders can reload cards for transit. As a follow-up question for Transit Windsor, she asks what programs are available from Transit Windsor that explain the process of reloading the Smart Pass Cards. She adds that information will be provided that explains how the 6% ridership of seniors is calculated. It is suggested that Administration from Transit Windsor be invited to attend the next meeting.

Tom Wilson advises there is ample opportunity to go to seniors' places and to share information so people can be self-sufficient and independent in their later years.

Larry Duffield adds that transportation is one of the eight key domains within the Age Friendly Community model.

#### **4.4 Community Engagement Event Planning**

Kara Kristoff refers to the Fraud Discussion event taught by Frank Fazio from CySAT Security Inc. held on November 14, 2024, at the Optimist Community Centre with 11 people in attendance. She remarks that marketing was done through the City's social media pages and the community centres. She adds that Andrea Grimes was in attendance and asks how the committee can provide public awareness of events if the public does not look at the City's website and suggests using mainstream media. Larry Duffield states that organizations have mailing lists and is not aware if any of these organizations were invited to this event, i.e. Elder College, Canadian Association of Retired People (CARP), and Can Am Friendship Centre.

Andrea Grimes reports that Frank Fazio was an excellent speaker who provided actual scenarios relating to fraud.

Cindy Matchett proposes that Frank Fazio be invited to provide a further fraud discussion event. Kara Kristof adds that Frank Fazio is willing to build on his presentation and she proposes that Windsor Police be invited to attend the discussion.

Kara Kristof suggests that an event be held to address the topic of transit throughout the city. She adds that a representative from a customer care centre can be available to provide a demonstration on how to load Smart Pass Cards. Andrea Grimes concurs with inviting Transit Windsor to the Working Group's next speaking event. Larry Duffield suggests that Transit Windsor provide a presentation on the topic of "How do we



build senior participation and usage with Transit Windsor?” Andrea Grimes proposes inviting a Councillor who sits on the Transit Windsor Board of Directors to attend the event.

Tom Wilson suggests looking at what of topics of education do we want for the community that we are servicing. He asks what are the things that the city has changed over the past few years; the way the service is being utilized, i.e. the pass cards. Also, how are the parking meters being used, and how does one get the App and download it to a phone. He proposes looking at the services provided by the City to determine where the changes are and to incorporate these together into an education component.

The Chair indicates that she will reach out to Transit Windsor to determine answers to some of the questions asked in Item 4.3 and to invite them to a meeting with the Working Group. In terms of a timeline for the next event, she proposes June 2025 (as it is Senior’s Month).

Cindy Matchett asks what other topics should be considered in the upcoming event. Tom Wilson suggests that additional topics be discussed at the next meeting of the Working Group.

#### **4.5 Next Steps in Age Friendly Windsor Working Group – Local Survey**

The Chair proposes an on-line and hard copy survey be made available to the public regarding “what age-friendly resources does the community want to know more about”.

Larry Duffield advises that a defined purpose and objective is required for the survey.

Roxanne Tellier remarks that many seniors are not comfortable using the Internet and asks if we can develop a mailing list to send information to interested folks. The Chair suggests rather than a survey going out, that a request for contact information be considered. She advises that the I.T. Department will be contacted to determine if a domain can be established.

#### **4.6 Other Items – Membership in World Health Organization Age Friendly Committees Global Network**

The Chair remarks that she contacted the World Health Organization relating to the status of the former Seniors Advisory Committee and as of this date has not received a response.

**5. Summary of Action Items**

None.

**6. Date of Next Meeting**

The next meeting will be held on Wednesday, May 14, 2025 at 9:30 a.m. in a room to be determined.

**7. Adjournment**

There being no further business, the meeting is adjourned at 11:29 o'clock a.m.



## THE AGE FRIENDLY WINDSOR WORKING GROUP *2024 Year in Review*

The Age Friendly Windsor Working Group believes that the community should allow residents to have multiple opportunities for healthy aging and a full range of supports to assist them.

### Mandate

- Review projects in partnership with City administration to ensure the process of continual improvement and enhancing age-friendliness.
- Work in partnership with City administration to develop an Action Plan to enhance Windsor's status as an Age-friendly community.
- Solicit input for issues that affect local seniors.
- Identify barriers to access by seniors to City services and programs.
- Form partnerships and building relationships in the community to educate, inform and improve quality of life for seniors.
- Make recommendations and provide advice to City administration regarding strategies that could be used by City administration to address the needs of seniors in the City of Windsor.
- Assist with community consultations facilitated by administrative staff.

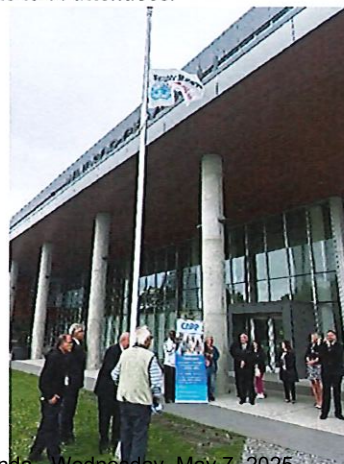
### The Membership of the Age Friendly Windsor Working Group for the term of 2023 to 2026:

The Age-Friendly Windsor Working Group consists of 8 members, including six community members and two City administration (one from Recreation and one from Parks). No City Councillor will sit on the Age-Friendly Windsor Working Group.

- |                    |   |
|--------------------|---|
| • Gerald Corriveau | • Roxanne Tellier                           |
| • Larry Duffield   | • Tom Wilson                                |
| • Andrea Grimes    | • City Administrator – Kara Kristof (Chair) |
| • Cindy Matchett   | • City Administrator – Cristina Ritorto     |

### Overview of Accomplishments

- The Age Friendly Windsor Working Group (AFWG) had its inaugural meeting on Thursday April 11, 2024, where all members met and discussed the future intention of the AFWG. Since then, the committee has had various meetings where representatives from City Departments, including Parks and Transit Windsor, give updates on age friendly initiatives to committee members.
- AFWG hosted a flag raising on June 10<sup>th</sup>, 2024, to recognize **June is Senior's Month** that saw committee members, City Councillors and Windsor residents attend.
- AFWG recognized **October 1, 2024, as National Senior's Day** with a Public Service Announcement through City of Windsor social media pages, a proclamation, and a recognized recreation offering of Aquafit for In-Motion week.
- AFWG made connections with the Ontario Age-Friendly Communities Outreach Program, through the Centre for Studies in Aging & Health at Providence Care, who will help the group pave a way forward with age friendly work in Windsor.
- The committee hosted the first in a Community Speaker Series, Thursday, November 14<sup>th</sup> from 10am-11:30am at the Optimist Community Centre. Speaker Frank Fazio spoke about *Staying Safe in the Digital World: Protecting Yourself from Online Threats* to 11 attendees.



Community Services Standing Committee Meeting Agenda - Wednesday, May 7, 2025



The Age Friendly Windsor Working Group believes that the community should allow residents to have multiple opportunities for healthy aging and a full range of supports to assist them.

#### Mandate

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- Work in partnership with City administration to develop an Action Plan to enhance Windsor's status as an Age-friendly community.
- Solicit input for issues that affect local seniors.
- Identify barriers to access by seniors to City services and programs.
- Form partnerships and building relationships in the community to educate, inform and improve quality of life for seniors.
- Make recommendations and provide advice to City administration regarding strategies that could be used by City administration to address the needs of seniors in the City of Windsor.
- Assist with community consultations facilitated by administrative staff.

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- AFWG hosted a flag raising on June 10<sup>th</sup>, 2024, to recognize **June is Senior's Month** that saw committee members, City Councillors and Windsor residents attend.
- AFWG recognized **October 1, 2024, as National Senior's Day** with a Public Service Announcement through City of Windsor social media pages, a proclamation, and a recognized recreation offering of Aquafit for In-Motion week.
- AFWG made connections with the Ontario Age-Friendly Communities Outreach Program, through the Centre for Studies in Aging & Health at Providence Care, who will help the group pave a way forward with age friendly work in Windsor.
- The committee hosted the first in a Community Speaker Series, Thursday, November 14<sup>th</sup> from 10am-11:30am at the Optimist Community Centre. Speaker Frank Fazio spoke about *Staying Safe in the Digital World: Protecting Yourself from Online Threats* to 11 attendees.





**Committee Matters: SCM 85/2025**

**Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held March 13, 2025**



## **Windsor Accessibility Advisory Committee (WAAC)**

Meeting held March 13, 2025

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  
Danica McPhee  
Nicholas Petro  
Caleb Ray

### ***Absent:***

Riccardo Pappini  
Surendra Bagga

### ***Also present are the following resource personnel:***

Mark Keeler, Accessibility/Diversity Officer  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

The Chair 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. Conflict of Interest**

None disclosed.

### 3. Adoption of the Minutes

Moved by Nicholas Petro, seconded by Councillor Fred Francis,  
That the minutes of the Windsor Accessibility Advisory Committee of its meeting held December 3, 2024 **BE ADOPTED** as presented.  
Carried.

### 4. Business items

#### 4.1 Hidden Disabilities Sunflower – Update

Mark Keeler advises that it was hoped that the City of Windsor would be the first municipality in Ontario to partner with the Sunflower Program – Creating Support for Hidden Disabilities. It appears that Ajax, Ontario is the first municipality that will participate in the Hidden Disabilities Sunflower Program. A report regarding this Program will be sent to the Community Services Standing Committee and City Council for approval.

#### 4.2 Windsor Accessibility Advisory Committee Communications Changes

Mark Keeler states that discussions have been held with 311 and advises that he is now able to see and respond to the service requests in real time that deal with accessibility issues. He explains they will now get a sense of the composition of those complaints and what we are hearing from other residents that are not related to Transit Windsor issues. He adds he will report back at the next meeting of WAAC.

Danica McPhee remarks that in the past there were only a few accessibility complaints coming for Transit Windsor and asks Mark Keeler if this is correct. Mark Keeler responds that he receives on average 3 to 4 complaints daily of which 1 or 2 relate to accessibility issues. He notes there have been drivers' issues where the driver has been rude or disrespectful to people with disabilities and a supervisor has been sent to speak to the driver within the next day.

Peter Best indicates that part of his objectives for 2025 is to include communications from the various departments, i.e. Transit Windsor.

Councillor Fred Francis advises that if there are issues where departments are not responsive, he asks that he be contacted with this information.

In response to a question asked by Nicholas Petro regarding whether Administration has been looped into the 311 system, Mark Keeler responds that the programmer in 311 has to code him into their system.

### 4.3 Transit Windsor

Mark Keeler provides the following comments relating to Transit Windsor:

- There are several areas that are critical to Administration and to WAAC.
- One of the areas to look at is the transit schedules as they are not accessible. Had meetings with Transit's Planning and Marketing Departments on ways to improve the accessibility. He adds he may have to remediate their transit schedules.
- There are legislative requirements that demand that the schedules be compliant.
- When Transit was under Federal regulatory authority, due to the loss of the tunnel bus, will soon transition Transit Windsor over to the AODA as now under Provincial authority.
- In terms of the CNIB and complaints received, Mark Keeler advises that a communication is now being sent to all the accessibility groups on how to do a complaint that can be done on a screen reader.

Danica McPhee refers to those enhancements to the complaint process and asks if we will be engaging the community in what that needs to look like or is there a vision. Mark Keeler responds that it will be a case of beginning to build a rapport relationship which will go out to all the groups.

Moved by Councillor Fred Francis, seconded by Nicholas Petro,  
That the updates provided by the Diversity and Accessibility Officer regarding matters relating to Transit Windsor **BE RECEIVED** .  
Carried.

### 4.4 Communications

This matter was discussed in Item 4.2

### 4.5 Facility Accessibility Design Standards (FADS)

Mark Keeler advises that he is meeting with Administration from the various departments regarding the new FADS document for the City of Windsor. He wants to ensure that the departments are aware of the new FADS and that resources will be allocated. Sally Bennett Olczak, Co-Chair asks if there is a timeline project plan for the implementation of the FADS. Mark Keeler responds that Windsor is the only city that has an Accessibility Officer as the lead on this project. It is generally overseen by building, infrastructure or through the CAO's Office. He cautions there may be some pushback on dimensions and recommendations. Councillor Fred Francis responds that the timeline will be factored into the next few years. He advises that before it goes to Council, Administration is absorbing all the recommendations and will be phasing it into the 10-year capital plan, so may look at a 10-year window on how many of these



recommendations will make it into projects. He states that the budget will be tens of millions of dollars of recommendations. The goal is and the win is to get it a part of the regular process of thinking with our 10-year capital project budget and get the decision makers on the administrative side to advise how to facilitate it over the 10-year capital budget.

In response to a question asked by Mark Keeler to Councillor Fred Francis, he asks if he sees departments and the Administration reviewing this and then bringing the standard itself to Council next year or will it continually be evolving. Councillor Fred Francis responds that this will be absorbed within the different departments. Eventually, these recommendations will make it into the 10 Year Capital and will then be overseen by Engineering, Corporate Services, and Economic Development.

Peter Best advises that the role of WAAC is to help Administration and Engineers to understand why WAAC made various decisions outlined in their proposal for FADS. Mark Keeler concurs and adds that WAAC should be at that table with those engineers and architects.

#### **4.6 Infrastructure Group**

Peter Best, Co-Chair provides the following comments:

- In terms of the Infrastructure Group, it is important to communicate with Administration.
- WAAC is interested in helping the community express their concerns.
- Suggests putting a contact on the City of Windsor's webpage to allow the public to voice their issues.
- Wants to review the list of concerns/issues and to determine the priorities.
- Interested in sending a communication to the city's departments to encourage them to work with WAAC to help make Windsor barrier free.

Mark Keeler remarks that as this is an AODA year, he suggests speaking to the departments that are mostly impacted by accessibility.

#### **4.7 Ontario Network of Accessibility Professionals (ONAP) Conference**

Sally Bennett Olczak, Co-chair asks if the Accountability for Affected People (AAP) colleagues in the County are able to attend the ONAP Conference or is this exclusive to public administrators. Mark Keeler responds that their Terms of Reference prohibit anyone from attending other than the Officers. He further proposes the idea of bringing Accessibility Advisory Committees (AAC's) together from other communities to attend a summit or a webinar in the future.

Nicholas Petro questions if there is a venue for the ONAP Conference as WAAC members could assist in doing a run through of the area to ensure it is accessible. Danica McPhee concurs as WAAC would have “eyes” on some barriers. Mark Keeler responds that there are several members on ONAP with disabilities who can ensure the area is accessible. He remarks that a walkthrough by WAAC can be coordinated if there are members who wish to assist.

## **5. WAAC 2025 Operating and Capital Budgets**

Sally Bennett Olczak, Co-chair advises that the 2025 Operating Budget is \$10,000 (which includes a carry forward from 2024). She adds there is approximately \$450,000 in the Capital Budget. She suggests that discussion regarding the use of the funds be held at the subcommittee meetings rather than at the end of the year.

Mark Keeler remarks there are no asks for projects from the Capital Fund currently.

## **6. New Business**

Mark Keeler indicates that a complaint was received from a resident regarding the retaining wall at the Budimir Library Branch. There is a standard ramp with guardrails and a retaining wall roughly five feet tall. The resident expresses security concerns that someone may be hiding behind the retaining wall. Mark Keeler notes that he took measurements to ensure that the landing ramp is compliant. There is nothing in the FADS that prevents a retaining wall and adds that a report will be provided to the subcommittee for review.

Mark Keeler provides an overview of a different complaint by the same resident that relates to a utility pole at the corner of Curry and Grand Marais Roads. There is a push button located 4-5 feet from the utility pole and the resident has complained that the distance to the pole is inaccessible. He states there is no way that a person with a visual disability or a person in a wheelchair is safe as there is a tripping hazard. He notes that the Executive Director of Operations is aware of this and are working with a road crew from Traffic to lay a new concrete pad. A report from the subcommittee will be attached to the Service Request. Councillor Francis suggests providing this information to Councillor Jim Morrison who is the Ward Councillor.

## **7. Date of Next Meeting**

The next meeting will be held on a date to be determined in May 2025.

## **8. Adjournment**

There being no further business, the meeting is adjourned at 11:07 o'clock a.m.



**Committee Matters: SCM 100/2025**

**Subject: Minutes of the Committee of Management for Huron Lodge of its meeting held March 4, 2025**

## Committee of Management for Huron Lodge

Meeting held March 4, 2025

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 9:00 o'clock a.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair  
Councillor Fred Francis

### ***Regrets received from:***

Councillor Jo-Anne Gignac

### ***Also present are the following resource personnel"***

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

### **1. Call to Order**

The Chair calls the meeting to order at 9:00 o'clock a.m. and the Committee of Management considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Disclosure of Interest**

None disclosed.

### **3. Minutes**

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,  
That the minutes of the Committee of Management for Huron Lodge of its meeting held December 12, 2024 **BE ADOPTED** as presented.  
Carried.

#### 4. In Camera

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman to move In Camera at 9:01 o'clock a.m. for discussion of the following items:

**Reference: s. 239 (2)(b) – Personal matters about identifiable individuals, including municipal or local board employees – Resident matters**

Motion Carried.

Discussion on the items of business.

**Verbal Motion is presented by Councillor Fred Francis, seconded by Councillor Ed Sleiman to move back into public session at 9:10 o'clock a.m.**

**Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,  
That the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In Camera Committee of Management for Huron Lodge Long Term Care Home meeting held March 4, 2025 at the next regular meeting.**

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,  
That the verbal In Camera report relating to the personal matter about identifiable individual(s) including municipal or local board employees **BE RECEIVED** and further, that Administration **BE AUTHORIZED** to proceed in accordance with the verbal direction of the Committee of Management for Huron Lodge Long Term Care Home.

Carried.

#### 5. Business Items

##### 5.1 Administrator's Report

Alina Sirbu, Executive Director Long Term Care Home, Administrator of Huron Lodge advised that news from the Ministry was recently received regarding the placement of Huron Lodge in the phase of the new interRAI LTCF Transition to commence October 1, 2025. She notes that the team will be working throughout the summer to familiarize with this new methodology for assessments and what are the potential consequences regarding funding as well as training all registered staff.

Alina Sirbu advises that all long-term care facilities are mandated to have a more comprehensive program with goals, objectives and measurable outcomes for dementia care. She adds that Huron Lodge continues to develop stage 5 of the Chrysalis program which fully supports residents with dementia.

Alina Sirbu reports that the Ministry of Long-term Care inspections are being held on a frequent basis. From a financial perspective, she reports that they had a few streams that are specialized for clinical issues such as skin and wounds with professional growth training for the staff.

Alina Sirbu remarks that the Residents' Council continues to be strong, thoroughly informed and consulted in the home to uphold resident-centred voices and choices. She adds that the Palliative Care Committee continues to remain focused on supporting compassionate care at end-of-life for their residents and families.

In terms of the Resident Satisfaction Surveys, Alina Sirbu advises that the results will be provided for the next meeting of the Committee of Management.

Alina Sirbu states they have a fulsome Quality Improvement Program that is publicly reported and shared with both Resident Council as well as Family Council. From an IPAC perspective she reports that the Ministry of Labour has continued with their new process of conducting inspections on the first or second day of every outbreak. They are also looking at how staff may report infectious disease to ensure that the process is followed which Huron Lodge was found to be in compliance.

Alina Sirbu refers to a new addition to the minutes – “Shining Moments: Celebrating our Successes”. She indicates that the Ministry looked at ways to further involve the residents into the operations of the home. She notes that a member of the Residents' Council has been invited to be part of the orientation and training of the new staff. She remarks that this resident was a “star” who stood before those being trained and provided a presentation regarding what it means for him as a resident to receive the services of RN's, RPN's PSW's and dietary. This gentleman spoke from the heart and caused those in attendance to be moved to tears. Andrew Daher advises that “Shining Moments – Celebrating our Successes” will be a new section included in their quarterly reports that will highlight the stories and good feedback from the residents.

In response to a question asked by the Chair regarding if the inspections by the Ministry are random, Alina Sirbu responds that the inspections are always unannounced.

Councillor Fred Francis asks in terms of procurement, is Huron Lodge prepared if legislation comes down from Queens Park to buy goods from Ontario/Canada. Alina Sirbu responds that the majority of their medical supplies are Canadian made and have Canadian manufacturers and suppliers. They always favour local suppliers for food items. As it relates to repairs to the building, they are leaning on support with Facilities and/or the procurement process locally. Andrew Daher responds they have been working with the Office of the Chief Administrative Officer who has requested that every city department review (if the tariffs go through), what the impact will be on their department. Alina Sirbu adds that Premier Ford has had a clear focus on long term care and was trying to offset some of the costs prior to this to ensure that the residents in long term care are appropriately served. If there is direction that they have to go, there will be a slice of exemptions if needed to address health care issues.

Moved by Councillor Fred Francis, seconded by Councillor Ed Sleiman,  
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 starting December 12, 2024 and ending March 4, 2025.  
Carried.

## 6. Date of Next Meeting

The next meeting will be held on Wednesday, June 18, 2025 at 9:30 a.m. in a room to be determined.

## 7. Adjournment

There being no further business, the meeting is adjourned at 9:25 o'clock a.m.





**Committee Matters: SCM 121/2025**

**Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held December 11, 2024.**



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

**MEETING MINUTES**

WEDNESDAY, DECEMBER 11<sup>TH</sup>, 2024; 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, David Sundin

**Members**

Sean Bender (on behalf of Bill Marra), Karel DeGraaf, Jeanie Diamond-Francis, Mark Loucas, Eric Nadalin, Jason Woods, Joyce Zuk

**Project Team**

Amanda Alchin, Stephen Lynn, Michelle Oake

**Regrets**

**Members**

Kevin Blondin, Angela Ferguson, Jill Lawrence, Carolyn Warkentin

Agenda Item	Highlights	Action/Update
<b>Call to Order</b>	<p><b>1.1 Welcome</b></p> <ul style="list-style-type: none"> <li>Andrew Daher, Co-Chair, Regional Systems Leadership Table (RSLT), and Commissioner, Human &amp; Health Services, City of Windsor, welcomed members.</li> <li>The new Co-Chair, David Sundin, Director, Legislative &amp; Legal Services, County of Essex, was introduced. Sandra Zwiers, Chief Administrative Officer, County of Essex, was thanked for her time as Co-Chair.</li> <li>It was announced that, effective January 2025, Joyce Zuk would be leaving her position at Family Services Windsor-Essex (FSWE) to take a two-year secondment at the Windsor-Essex Ontario Health Team. Ciara Holmes has been appointed the Acting Executive Director of FSWE and will be joining the RSLT representing FSWE. Joyce Zuk was thanked for her time served on the RSLT.</li> </ul> <p><b>1.2 Establish Quorum and Call to Order</b></p> <ul style="list-style-type: none"> <li>9 members were present, establishing quorum.</li> <li>The meeting was called to order at 9:01 am.</li> </ul> <p><b>1.3 Approval of Today's Agenda</b></p> <p>Moved by: Andrew Daher Seconded by: Joyce Zuk</p> <ul style="list-style-type: none"> <li>The Meeting Agenda for December 11, 2024 was approved.</li> </ul> <p>Carried.</p>	

	<p><b>1.4 Declaration of Conflicts of Interest</b></p> <ul style="list-style-type: none"> <li>N/A</li> </ul> <p><b>1.5 Approval of June 12<sup>th</sup>, 2024, Meeting Minutes</b></p> <p>Moved by: Sean Bender Seconded by: Eric Nadalin</p> <ul style="list-style-type: none"> <li>The June 12, 2024 Meeting Minutes were approved.</li> </ul> <p>Carried.</p>	
<b>Matters of Discussion</b>	<p><b>2.1 Progress Updates: Ongoing WERCSWB Projects</b></p> <p><b>2.1.1 Community Investment Fund</b></p> <ul style="list-style-type: none"> <li>The RSLT was provided with a high-level update regarding activities that are well underway, notably those that fall under Goals 1, 3, 4, 5, 6, and 7 being actioned through the Community Investment Fund. <ul style="list-style-type: none"> <li>Multiple initiatives were discussed, including the Enhanced Sector Network (ESN); social policy review; WERCSWB Plan's Project Manager's representation on multiple committees; WE-SPARK partnership with St. Clair College; and creation of informational resources.</li> </ul> </li> <li>The RSLT was also provided with an update regarding activities that "appear" to have less progress, and a discussion was held on the topic.</li> </ul> <p><b>2.1.2 Building Safer Communities Fund (BSCF)</b></p> <ul style="list-style-type: none"> <li>As per Goal 4, the expansion of programs funded by the BSCF are well underway.</li> <li>The BSCF also funds the Regional Crime Prevention Council (RCPC). Many of RCPC's annual initiatives have been actioned, including its involvement in Crime Prevention Week and Neighbourhood Safety &amp; Crime Prevention Walks in LaSalle, Essex, and Colchester. The RCPC is currently preparing to host a symposium for youth. These initiatives will be actioned by the RCPC annually.</li> </ul> <p><b>2.1.3 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)</b></p> <ul style="list-style-type: none"> <li>SSNAPP fulfills the third priority of the Plan, Mental Health &amp; Substance-Use Supports, specifically Goals 5 and 6.</li> <li>Most recently, SSNAPP launched Neighbourhood Safety Plans for four priority postal code areas.</li> <li>SSNAPP has also hosted multiple trainings for frontline service providers and residents and is currently offering a gamified trivia to increase residents' knowledge of substance use supports.</li> <li>SSNAPP's grant ends March 2025.</li> </ul> <p><b>2.2 Future Funding Opportunities</b></p> <ul style="list-style-type: none"> <li>Potential future funding opportunities were discussed. This includes National Crime Prevention Strategy (NCPS) through Public Safety Canada and Community Safety and Policing (CSP) through the Government of Ontario.</li> </ul>	

	<ul style="list-style-type: none"> <li>It was advised that anyone who is applying for funding reference the WERCSWB Plan in their application.</li> </ul> <p><b>2.3 Community Services Standing Committee Motion</b></p> <ul style="list-style-type: none"> <li>A motion was passed (Report Number: C 144/2024) that in its renewal of the Community Safety and Well-Being Plan, administration BE DIRECTED to work with community partners in incorporating Intimate Partner Violence (IPV) in the next round of the Community Safety and Well-Being Plan.</li> <li>Currently, WERCSWB Plan's Project Manager sits on the Violence Against Women Coordinating Committee Windsor-Essex's Leadership Table.</li> </ul>	
<b>Unfinished Business</b>	<p><b>3.1 New Structure of RSLT Meetings</b></p> <p><b>3.1.1 Future (ESN and PWLE) RSLT Members</b></p> <ul style="list-style-type: none"> <li>As per the last meeting, successful Expression of Interest (EOI) applicants identifying as members of an Enhanced Sector Network (ESN) and/or as Persons with Lived Experience (PWLE) have been contacted.</li> <li>It was emphasized that these individuals will be vital in the renewal of the WERCSWB Plan and should be present at all meetings moving forward.</li> </ul>	<p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>The WERCSWB Plan's Project Manager will ensure successful EOI applicants' representation at the next RSLT meeting.</li> </ul>
<b>New Business / Round Table Discussion</b>	<p><b>4.1 Good News</b></p> <ul style="list-style-type: none"> <li>In October 2024, our Public Safety Canada's BSCF Program Officer visited Windsor for an informal 'audit,' which included a service provider site-visit, to demonstrate our programming in action.</li> <li>After this 'audit,' the City of Windsor was encouraged by the Program Officer to apply for an additional funding to support ongoing programs.</li> </ul> <p><b>4.2 Focused Discussion – Deadline for Review and Revision of CSWB Plans</b></p> <ul style="list-style-type: none"> <li>The Ontario Government has passed a motion that changes legislation as it relates to CSWB Plans. <ul style="list-style-type: none"> <li>Specifically, O. Reg. 414/23 under <i>Community Safety and Policing Act, 2019</i>, S.O. 2019, c. 1, Sched. 1 states that a municipal council must review and, if appropriate, revisit its CSWB Plan within four years after the day the plan was adopted and every four years thereafter.</li> <li>Accordingly, we must have a revised WERCSWB Plan in place by December 2025.</li> </ul> </li> <li>While seeking more information from the Ministry, we will be reviewing the reporting strategy of other municipalities and discuss options for the WERCSWB Plan, including current reporting commitments.</li> <li>A formal timeline and renewal strategy will be presented at the next RSLT Meeting.</li> </ul>	
<b>Adjournment</b>	<p><b>5.1 Next Quarterly Meetings</b></p> <ul style="list-style-type: none"> <li>Dates will be added to calendars post-meeting: <ul style="list-style-type: none"> <li>March 12, 2025 (Virtual: 9:00 am – 10:00 am)</li> <li>June 11, 2025 (Virtual: 9:00 am – 10:00 am)</li> </ul> </li> </ul>	<p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>The WERCSWB Plan's Project Manager will invite</li> </ul>

	<ul style="list-style-type: none"> <li>○ September 10, 2025 (Virtual: 9:00 am – 10:00 am)</li> <li>○ December 10, 2025 (Virtual: 9:00 am – 10:00 am)</li> </ul> <p><b>5.2 Meeting Adjourned</b></p> <ul style="list-style-type: none"> <li>• The meeting was adjourned at 9:57 am.</li> </ul>	<p>RSLT members to future meetings.</p>
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**Subject: Emergency Shelter Winter Planning Update and One Time Funding for Encampment Responses**

**Reference:**

Date to Council: May 7, 2025

Author: Kelly Goz, Manager (A), Homelessness and Housing Support

Kgoz@citywindsor.ca

Jennifer Tanner, Manager of Homelessness and Housing Support

Jtanner@citywindsor.ca

Diane Wilson, Manager, Social and Affordable Housing

Diwilson@citywindsor.ca

Housing and Children's Services

Report Date: 4/17/2025

Clerk's File #: GH/11710

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** this report providing updates on the Emergency Shelter Winter Planning and One-Time Funding for Encampment Responses **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

On December 9, 2024, Administration brought forward a report entitled "Emergency Shelter Winter Planning and Reaching Home Funding" (C 161/2024) which outlined several initiatives to respond to the needs of people experiencing homelessness over the winter months.

More specifically, the report outlined that funding received through the Government of Canada's Reaching Home: Canada's Homelessness Strategy Incremental Funding (RH) was to be used to support a minimum of 73 temporary spaces during the winter of 2024 – 2025 including:

- Expansion of hours for overnight drop-in program at the Homelessness & Housing Help Hub (H4);

- Warming Centres at the Salvation Army, Welcome Centre Shelter for Women and Families and Essex County Homelessness Hub; and
- Urgent Repairs and/or Capital Improvements at emergency shelter facilities

Subsequent to this report, temporary shelter spaces were further expanded when the Province of Ontario announced one-time funding allocations intended to provide long-term housing and temporary accommodations for those living in encampments. This included \$5.5 million top-up to the Canada-Ontario Housing Benefit (COHB), \$50 million last-mile funding for affordable housing capital projects, and \$20 million to expand shelter capacity and create additional temporary accommodation spaces. To access this funding, municipalities were required to submit Business Cases and sign a pledge to utilize such funds for encampment clearance. Due to timing constraints to meet program requirements, authority for this was delegated by the Chief Administrative Officer (CAO 292/2024). Details were provided to Council in February 2025 through a separate report entitled *One-Time Funding to Address Homelessness Encampments* (C 26/2025).

Under the shelter expansion portion, later known as the Encampment Response Initiative (ERI), the City of Windsor was approved for up to \$170,400 which was allocated toward additional temporary emergency shelter beds/rooms for couples, single men, and men with pets, as well as to the cost of cleaning up encampments. In addition to the original 2024–2025 Canada-Ontario Housing Benefit (COHB) allocation of \$776,300 — estimated to support 145 households in Windsor-Essex County with housing affordability — supplemental funding was announced in late December 2024 and again in late March 2025. These top-up allocations, totaling \$114,100 and \$12,382 respectively, were intended to prioritize support for up to 25 additional eligible households transitioning from shelter to more stable, long-term housing. Finally, a proponent within the Windsor-Essex County Service Area has been deemed eligible to receive support to assist in completing a capital project, as part of the last-mile funding. Due to strict Provincial communication protocols, project details cannot be disclosed at this time. The province will coordinate the official announcement and will notify the City of Windsor in advance.

This report will highlight the successes for the abovementioned initiatives and will provide recommendations for 2025 and beyond.

## **Discussion:**

During the winter months, spanning between December 2024 to March 2025, approximately 98 additional temporary spaces were opened in warming centres to respond to the growing needs of the community. An overview of these spaces and some key data points are provided in Table 1.

**Table 1: Overnight Warming Centres (Dec 2024 – Mar 2025)**

Service Provider	Total number of days operated	Number of spaces	Average visits per night	Total number of unique clients
Homelessness and Housing Help Hub (H4)	84	60	55	465
Salvation Army	68	12	9	139
Welcome Centre	106	17	6	96
Essex County Homelessness Hub (ECH2)	112	9	9	43
Downtown Mission*	120	75	36	519

*\*The Downtown Mission's overnight drop-in program has been operating year-round since December 2023 but only data from December 1 to March 31, 2025, was included in the chart above for comparison purposes.*

In addition to the warming centre spaces, 31 temporary emergency shelters beds/rooms were opened at the Salvation Army to accommodate single men, men with pets and couples, which were funded through one-time provincial dollars under the Encampment Response Initiative. This was the first time that emergency shelter beds specifically for couples and men with pets were offered in Windsor and Essex County. This service enhancement aligns with recommendations from the [Review of Emergency Shelter Services in Windsor Essex \(2020\)](#) and reduces barriers to people accessing shelter. More details about these additional shelter beds are provided in Table 2.

**Table 2: Temporary Beds at the Salvation Army (Jan 30 – Mar 31, 2025)**

Population	Number of beds / rooms	Occupancy rate	Total number of unique clients
Couples	5	77%	18
Single men	22	86%	104
Men with pets	4	0%	0

In the Windsor-Essex emergency shelter system there are 187 permanent shelter beds/rooms that operate year-round at the Welcome Centre Shelter for Women and Families, Salvation Army, Downtown Mission, and Essex County Shelter Program. These services also experienced high demand over the winter months with an overall occupancy rate of 94% from December 2024 to March 2025 and service to 918 unique clients.

Without the additional warming centres and shelter spaces, permanent shelter beds would have exceeded 100% capacity over this same time period resulting in an



increase in the number of people experiencing outdoor homelessness over the winter months. To remain nimble and adjust to the evolving needs of the population, administrative staff worked closely with providers while seeking feedback from participants to increase spaces at the various sites, where needed and within pre-approved budgets. This included leveraging several staff in-kind from the City of Windsor and other community agencies including Housing Information Services (HIS) and Canadian Mental Health Association (CMHA) to temporarily open spaces at the Downtown Mission on an underutilized floor during the coldest weeks throughout January and February.

The combination of these temporary and permanent emergency shelter spaces, along with increased engagement by homelessness outreach workers, has resulted in positive outcomes with respect to encampments and outdoor sleeping. In October 2024, there were 22 known encampments, and by March 2025 that number had decreased to 4.

### **Homelessness Funding Plans for 2025 and Beyond**

Using the occupancy data compiled from December to March 2025 while ensuring there is sufficient capacity to meet the growing needs of the population, Administration has allocated municipal City funding surpluses carried forward from 2024 and plans to use this temporary funding to continue operating the 5 shelter rooms for couples and 2 rooms for single men with pets until March 2026. Additionally, incremental funding from Reaching Home will support the H4 to continue operating their overnight program subject to funding availability. By extending these two key services beyond the 2024-2025 winter months, we will better meet the needs of those experiencing homelessness and continue to address encampments in our community.

In addition, a portion of the Reaching Home incremental funding was allocated to the Downtown Mission to support consulting services for technical assistance to develop and strengthen their Policies and Procedures to ensure alignment with operational realities and support their move towards aligning as a housing focused shelter as well as an assessment on how their current built form is impacting shelter operations. Funding was also allocated to the Downtown Mission to carry out essential plumbing repairs and to enhance safety and security through the installation of upgraded security cameras both inside and outside the facility.

### **Canada Ontario Housing Benefit (COHB)**

The additional 2024-2025 COHB top-up funding in the amount of \$126,482 prompted the submission of 31 COHB applications targeting those in shelter/homeless people/households in Windsor Essex County to the Ministry of Finance (MOF) for their review, processing and final COHB eligibility and benefit determination. Understanding that to be eligible to receive a COHB, the person/household must be a renter household.

### **Risk Analysis:**

There is no risk identified with bringing this report to Council for information.

If the service enhancements were not to continue at the Salvation Army and Homelessness & Housing Help Hub into 2025-2026, there is a high probability that the existing emergency shelter system will not be able to continue to respond to the current and growing needs of the population.

## Climate Change Risks

### Climate Change Mitigation:

N/A

### Climate Change Adaptation:

N/A

### Financial Matters:

On December 13, 2024, the Ministry of Municipal Affairs and Housing (MMAH) announced additional one-time funding for municipalities targeted at reducing encampments in Windsor and Essex County which was further explained in a separate Council Report entitled *One-Time Funding to Address Homelessness Encampments* (C 26/2025 and CR54/2025). This funding flowed through existing MMAH funding agreements with the Housing department. Two of the approved streams of funding are listed in Table 3.

**Table 3:**

One-Time MMAH Funding to Address Encampments	
Program	Allocation
Canada Ontario Housing Benefit (COHB)	\$ 126,482
Encampment Response Initiative	\$ 136,320
<b>Total</b>	<b>\$ 262,802</b>

Encampment Response Initiative which flowed through the provincial Homelessness, Prevention Program (HPP) provided additional one-time funding for the creation of additional temporary emergency shelter capacity or operating costs for temporary shelters and the cost to clean up the encampments. The Homelessness and Housing Support area is in the process of reviewing and approving cost incurred. Funding not utilized will be returned to MMAH.

On November 14, 2024, Administration received notice from Housing Infrastructure and Communities Canada (HICC) that additional incremental Funding of \$818,769 under the Reaching Home program had been allocated to the City of Windsor in the 2024 – 2025 fiscal year. This incremental funding represents a temporary increase to the base or annualized funding allocation. Administration implemented the recommended winter initiatives for the 2024 – 2025 winter season. See Table 4 below.

**Table 4:**

2024-2025 Emergency Shelter Winter Plan	
Programs	Total
Warming Centres	\$ 611,305
Other Costs	\$ 207,464
<b>Grand Total</b>	<b>\$ 818,769</b>

The full Reaching Home allocation of \$818,769 will be utilized for 2024-2025.

Homelessness and Housing Support, is recommending the Homelessness & Housing Help Hub continue to operate 24/7 utilizing the temporary incremental funding (C161/2024 and CR537/2024) from Reaching Home: Canada's Homelessness Strategy, subject to available funding and necessary approvals.

### Consultations:

Jessica Brunet, Coordinator Housing Administration and Development

Nancy Jaekel, Financial Planning Administrator

Jolayne Susko, Coordinator, Housing Administration and Policy

### Conclusion:

Administration continues to be responsive to the growing needs of the community, while seeking opportunities to leverage upper-level government funding, whenever possible. The initiatives funded between December and March 31, 2025, provided the required expansion to the existing emergency shelter system in order to ensure people experiencing homelessness had a safe alternative to staying outdoors. Newly created spaces for men with pets and couples were previous gaps in the emergency shelter system and were identified through the [2020 Review of Emergency Shelter Services in Windsor Essex](#). Additional funding provided through the Canada Ontario Housing Benefit allowed households to move from emergency shelter into longer term affordable housing and exiting their experience of homelessness. All of which are consistent with the strategies identified in the 10-year Housing and Homelessness Master Plan.

### Planning Act Matters:

N/A

### Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding and Financial Administration
Jennifer Tanner	Manager, Homelessness and Housing Support

Kelly Goz	Manager (A), Homelessness and Housing Support
Diane Wilson	Manager, Social and Affordable Housing
Kirk Whittal	Executive Director, Housing and Children's Services
Andrew Daher	Commissioner, Human and Health Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

N/A

**Council Report: S 63/2025**

**Subject: Response to CR 433/2023 re: Homelessness Outreach Updates  
- City Wide**

**Reference:**

Date to Council: May 7, 2025  
Author: Jennifer Tanner  
Housing and Children's Services  
Report Date: 4/17/2025  
Clerk's File #: GM/7755

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** City Council **RECEIVE** this report from the Manager of Homelessness and Housing Support dated April 17, 2025 entitled "Response to CR 433/2023 re: Homelessness Outreach Updates" which provides an update on the homelessness outreach program and related data from 311; and further,

**THAT** City Council **RECEIVE** an update as to how the Administration will attempt to draw the various organizations together to collaborate and capitalize on the programs that they are prepared to offer.

**Executive Summary:**

N/A.

**Background:**

In October 2023, City Council approved recommendations related to the homelessness outreach program as noted in the Council Decision 433/2023 CSSC 208, attached in Appendix A.

At that time, Council endorsed recommendations that offered several service enhancements including:

- Improving access through the 311 Customer Contact Centre by promoting the phone number to request support for homelessness issues such as people sleeping outdoors and encampments
- Creating new 311 online and app-based service requests to allow the public to enter their own requests for service even after the 311 Contact Centres' regular hours of operation
- Adding an option to the 311 phone-line that allowed callers to be routed to the FSWE outreach team after 311's regular hours of operation

- Temporarily expanding the homelessness outreach team's schedule to 7 days per week with on-call hours in the evening (i.e. 4:00pm to 12:00am, during weekends and on holidays), based on six regular service routes
- These service enhancements to the FSWE homelessness outreach program were supported through staff gapping and in-year budget surpluses that were no longer available.

After one-year of operating with these temporary service enhancements and considering pressures on the overall homelessness budget, Administration made subsequent changes to the homelessness outreach program, which are further detailed in this report. In October 2024, a follow up report about the homelessness outreach program and changes was brought to the Community Services Standing Committee but it was deferred at that time. Report S 122/2024 is provided in Appendix B for reference.

Administration is now bringing an updated report before Council to outline the changes made to the homelessness outreach program and other subsequent service enhancements in the homelessness sector which are aimed at addressing the needs of people experiencing homelessness while being fiscally responsible and operating within approved budgets.

While the homelessness outreach program was adjusted in the fall of 2024, other homelessness services have been enhanced since that time, and we are seeing positive outcomes. For example, in October 2024 there were 23 known homelessness encampments in Windsor, and by March 2025 this has been reduced to 4.

### Discussion:

Information and data about the homelessness outreach program has been gathered and reported over two distinct periods of time which is further detailed below for comparison purposes.

**Table 1: Homelessness Outreach Program Highlights**

Data Element	Jun 2023 to Sep 2024	Oct 2024 to Mar 2025
<b>Days of operation</b>	7 days per week	5 days per week
<b>Hours of operation</b>	7:30am to 3:30pm (M + T) 10am to 6pm (W, Th + F) 10am to 6pm (S + S)	7:30am to 6pm (M to F)
<b>On call hours</b>	6pm to 9pm (M to F)	N/A
<b>Number of outreach workers</b>	4 + staff paid \$40 per day stipend when on call	4
<b>311 Access</b>	Phone line (M to F, 8am to 4pm)  Phone line rerouting option to on-call outreach worker (4pm to	Phone line (M to F, 8am to 4pm)  Phone line message redirects people to 311 app (starting

	12am, 7 days / week) 311 app (24/7, starting Nov 2023)	Sept 2024) 311 app (24/7) 311 online service request (24/7, starting Nov 2024)
<b>Number of 311 service requests</b>	586 or 39 per month	264 or 44 per month
<b>% 311 service requests received Mon to Fri</b>	94%	96%
<b>% of 311 service requests received after hours</b>	3%	13%
<b>After hours calls received by on-call outreach worker</b>	<ul style="list-style-type: none"> <li>▪ 422 in total</li> <li>▪ 18 related to homelessness</li> <li>▪ 0 required an outreach worker to be dispatched</li> </ul>	None, on-call hours discontinued in Sept 2024

Based on the data gathered from the June 2023 to September 2024 timeframe as noted in the table above and ongoing budgetary pressures, City Administration coordinated with FSWE and 311 to adjust the homelessness outreach program with the dual goals of providing a reliable service delivery model, while being fiscally responsible. These adjustments were implemented in the fall of 2024. More details and the rationale for these decisions is provided below.

### ***Adjustment 1: Daytime Coverage (7:30am to 6:00pm)***

The homelessness outreach team's resources were refocused on daytime coverage to better align with demand and remove the after-hours on-call function between the hours of 6:00pm and 12:00am.

- From June 2023 to September 2024, FSWE had only received 18 after-hours calls related to homelessness issues none of those calls warranted the dispatch of an Outreach Worker during the late evening hours.
- Initially, FSWE had planned to provide on-call services in the evening hours without the need for additional funding, however FSWE submitted financial claims to the City requesting a \$40 per night stipend for eligible FSWE staff to be on-call which Administration approved. This was an unbudgeted expense in 2023 and although administration was able to mitigate, it was not sustainable within the 2024 and 2025 homelessness budget.
- The MOST van continues to provide supports for people experiencing homelessness in the evenings Monday to Friday from 5:30pm to 9:00pm.

- Members of the public will still be able to submit a request for a homelessness response after-hours through the 311 online app on online platform, which will be actioned by an outreach worker Monday to Friday, 7:30am to 6:00pm.
- There have been other service enhancements in the homelessness sector that complement the work of the homelessness outreach team including:
  - An overnight drop-in program at the Downtown Mission which began in December 2023 and continues to operate year-round
  - Warming centres which operated from December 2024 to March 2025
  - Additional beds at the Salvation Army specifically for couples and single men with pets which began operating in January 2025 and will continue until at least March 2026.
  - Extended hours at the Homelessness and Housing Help Hub (H4), which began operating 24/7 starting in January 2025.

More data and information about these service enhancements is provided in another Council report entitled *Emergency Shelter Winter Planning Update and One Time Encampment Response Funding (62/2025)* going before the Community Services Standing Committee on May 7, 2025.

### ***Adjustment 2: Weekday Coverage (Monday to Friday)***

A focus on homelessness outreach resources on weekday coverage, which aligns with when requests for service are typically received.

- The majority of 311 homelessness service requests from all channels (i.e. phone, app, online) are received Monday to Friday, ranging from 94% to 96% in both time periods noted in Table 1.
- A Monday to Friday schedule can be managed within the current funding allocation and staffing level of four (4) full time outreach workers dedicated to the City of Windsor.
- Initially, FSWE had planned to offset the cost of 7 day per week coverage with staff gapping dollars and reallocations of funding from other programs, however this is not sustainable, and additional funding would be required if this service were to continue to operate 7 days per week.
- The Outreach team will continue to respond to 311 requests for service during their operating hours.

### ***Adjustment 3: Expanded Service Routes***

In addition to responding to requests for services from anywhere in Windsor, outreach workers attend regular service routes in high needs areas of the city. Based on a review of 311 data from June 2023 to September 2024, new routes were implemented starting in the fall of 2024. Outreach workers attend these routes, while balancing their responses to 311 service requests.



**Table 2: Homelessness Outreach Service Routes**

Route Name	Borders	# of Days of Service/Week
Downtown	Riverside Dr E to Giles Jannette to Howard	5 days
Walkerville / Ford City	Wyandotte St E to Tecumseh Rd E Parent to Drouillard <i>*Includes Ottawa St</i>	3 days
West Windsor	Riverside Dr W to Malden Prince Rd to Huron Church	2 days
South Windsor 1	Tecumseh Rd E to EC Row Dougall to Howard <i>*Includes Jackson Park</i>	2 days
South Windsor 2	Tecumseh Rd E to EC Row Howard to Walker <i>*Includes Remington Park, Optimist Park</i>	2 days
East Windsor	Wyandotte E to Tecumseh Rd E Walker to Banwell	2 days

Administration will continue to monitor the activities and outcomes of the homelessness outreach program and adjust where needed to adapt to changing community needs. If significant changes are made or required in the future, subsequent reports to Council will be brought forward.

### **Community Outreach Tables**

In October 2023, Council directed Administration to draw other outreach organizations together to collaborate and capitalize on the programs they are prepared to offer.

In response, City staff have led several meetings with organizations that offer outreach services through volunteers including St Vincent de Paul, the Downtown Windsor Community Collaborative, Hand in Hand and other grassroots groups and volunteers. These meetings focussed on providing education about existing community services, improving coordination among the volunteer groups, and identifying synergies with the

existing professional / funded outreach services. Attendance at these meeting varied from 2 to 10 people.

City Administration has assessed that volunteer-based services are effectively operating within their scope of practice, providing essential items to those in need, while referring individuals to professional services for addiction counseling, trauma debriefing, and assistance with housing applications and placements.

Going forward, Administration will support and encourage FSWE to continue to lead the quarterly meetings with funded outreach service provider known as the Community Outreach Table (COT), ensuring open communications and coordination with the volunteer-led services.

### **Risk Analysis:**

Members of the public and others may feel more outreach workers are required however there is a risk that, without increased levels of funding, further investments in this program will come at the cost of reduced investments in other vital services that support people in exiting homelessness (e.g. rent supplements, supportive housing, affordable housing). Investments must be balanced across the homelessness and housing service system and increased to offer more homelessness prevention programs and permanent housing solutions. The current complement of four (4) homelessness outreach workers, along with other service offers appropriate coverage across the City of Windsor and responsiveness to requests for service that come through 311.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

For the 2024 – 2025 fiscal year, the overall homelessness budget was \$25.85 million which consists of \$16.7 provincial HPP, \$4.1 million under the federal Reaching Home program, \$4.6 million in municipal funding from the City of Windsor, and approximately \$450,000 for the County of Essex for a variety of homelessness programs.

Of the overall homelessness funding, \$293,934 was allocated to homelessness outreach workers dedicated to serving the City of Windsor with \$155,434 coming from HPP and \$138,500 from the City's municipal funding.

At the time of writing this report, Administration was preparing the annual Homelessness Prevention Program (HPP) Investment Plan for submission and approval by the provincial Ministry of Municipal Affairs and Housing (MMAH). While final allocations for the 2025 – 2026 fiscal year cannot be made public until approved by

MMAH, it is expected that allocations for the homelessness outreach program will be on par with the previous fiscal year.

Administration will continue to advocate for increased provincial and federal investments in homelessness and housing programs. Requests for additional municipal funding will be brought forward, as needed, through the budget development process.

**Consultations:**

Kelly Goz – Manager (A), Homelessness and Housing Support

Whitney Kitchen – Coordinator, Housing Administration and Development

Carrie MacInnes – Manager (A), Customer Contact Centre

Allison Charko – Project Manager, Communications and Customer Service

Nancy Jaekel – Financial Planning Administrator

Linda Higgins – Manager, Intergovernmental Funding and Financial Administration

**Conclusion:**

The adjustments to the homelessness outreach program better align with demand and existing resources. Members of the public can continue to request a homelessness response through the 311 phone line during regular operating hours, and through the 311 mobile app and online platform at any time of day. The outreach team will respond to such requests and attend regular service routes across Windsor Monday to Friday from 7:30am to 6:00pm.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Linda Higgins	Manager, Manager, Intergovernmental Funding and Financial Administration
Jennifer Tanner	Manager, Homelessness and Housing Support
Kirk Whittal	Executive Director, Housing and Children's Services
Andrew Daher	Commissioner, Human and Health Services
Dana Paladino	(A)Senior Executive Director, Corporate Services
Ray Mensour	Commissioner, Community and Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 Appendix A: Council Decision (CR 433/2023 CSSC 208)
- 2 Appendix B: Homelessness Outreach Updates – City Wide (S 122/2024)

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**City Council  
Decision  
Monday, October 30, 2023**

Moved by: Councillor Fabio Costante  
Seconded by: Councillor Fred Francis

Decision Number: CR433/2023 CSSC 208

That the report of the Manager, Homelessness and Housing Support in response to CQ 20-2023 Feasibility of Expanding Outreach Services and 311 Operating Hours **BE RECEIVED** for information; and,

That City Council **ENDORSE** recent improvements made to the Homelessness Street Outreach team's schedule and improved access to such services through the 311 Contact Centre as outlined in this report; and,

That City Council **DIRECT** Administration to report back to Council with more data and information about the impact of recent improvements to the Homelessness Street Outreach team's schedule and after-hours homelessness response initiated through 311, before deciding if further expansion is needed; and,

That City Council continue to **SUPPORT** programs and services that advance the goals of the 10-year Housing and Homelessness Master Plan, and the creation and expansion of affordable and supportive housing; and,

That administration **BE REQUESTED** to report back to the Community Services Standing Committee, as to how the City will attempt to draw the various organizations together in an effort to collaborate and capitalize on the programs that they are prepared to offer.

Carried.

Report Number: SCM 274/2023 & S 118/2023 8.3  
Clerk's File: GM/7755

*Anna Ciacelli*

Deputy City Clerk  
November 6, 2023

## OFFICE OF THE CITY CLERK COUNCIL SERVICES

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## Council Report: S 122/2024

### Subject: Homelessness Outreach Updates - City Wide

#### Reference:

Date to Council: October 2, 2024  
Author: Jennifer Tanner  
Manager, Homelessness and Housing Supports  
jtanner@citywindsor.ca  
519-255-5200 ext 5250  
Housing and Children's Services  
Report Date: 9/11/2024  
Clerk's File #: MD/14771

To: Mayor and Members of City Council

#### Recommendation:

**THAT** City Council **RECEIVE** this report back requested through CR 433/2023, which provides an update on the changes made in the fall of 2023 to the Homelessness Street Outreach team's schedule and response to 311 service requests, as well as efforts to collaborate with other organizations that provide outreach-related services; and further,

**THAT** City Council **ENDORSE** adjustments to the Homelessness Street Outreach team's schedule starting in the fall of 2024 which better aligns with community needs based on the data and information gathered in the past year and is achievable and sustainable within existing funding allocations and staffing levels.

#### Executive Summary:

N/A

#### Background:

##### Homelessness Outreach and 311

The City of Windsor allocates funding for one Indigenous-led Homelessness Outreach Worker (IHOW), one County specific Outreach Worker, and four Homelessness Street Outreach Workers dedicated to the City of Windsor. The focus of this report is on the four workers in Windsor, which are provided by Family Services Windsor Essex (FSWE) and funded by the City through the provincial Homelessness Prevention Program (HPP) and municipal funding.



Homelessness outreach workers interact with people experiencing homelessness who are sleeping outdoors through a variety of progressive engagement techniques, make referrals to emergency shelters, and connect people with appropriate support services that will help them meet their housing, health, financial and social needs. People living outdoors may be disconnected from community services and it often takes time to build trust before a person is willing to accept support.

This service helps support the goals of Windsor's Strengthen the Core (STC) Plan, particularly creating Safe Streets and Health Spaces, as it complements and coordinates with other services in the community such as the Nurse Police Team (NPT) and the Homelessness and Housing Help Hub (H4).

On October 30, 2023, City Council endorsed recommendations that allowed the public to request a homelessness response through the 311 Customer Contact Centre (e.g. phone line, new afterhours menu option and the 311 Windsor mobile app). In addition, the Homelessness Outreach team's schedule was expanded to 7 days per week with on-call hours in the evening to respond to calls and service requests after the 311 Customer Contact Centre was closed (i.e. 4:00pm to 12:00am, during weekends and on holidays), and attended regular service routes in six areas of the city. Data about each of these service offerings and proposed changes are provided below.

### Discussion:

Between June 2023 and September 2024, the 311 Customer Contact Centre created a total of 586 requests for service for the Homelessness Outreach team with 60% of these requests to address homeless encampments which contained two or more people and 40% these requests to address individual people sleeping outdoors or needing other related assistance. When actioned by the Homelessness Outreach team, the outcomes were as follows:

- No encampment or person could be found (31%)
- Up to 3 attempts were made to contact the individual(s) but no contact made (23%)
- Contact was made but the individual(s) did not accept support (16%)
- Contact was made and the individual(s) accepted support (11%)
- The request for service was already reported or a duplicate (10%)
- The location was deemed to not be an encampment or to have a person experiencing homelessness (4%)
- The situation was referred to Windsor Police (3%)
- Unknown outcome (2%)

In November 2023, the 311 app was updated to allow the public to submit requests for a homelessness response which provided another way to make these requests after the 311 Customer Contact Centre's hours of operation. Of the total 586 service requests created since June 2023, 24% came in from the app, of which 14% were received after-hours.

Of all the 311 service requests from all channels (e.g. phone line, after hours menu option, 311 mobile app) 94% were received during the weekdays and only 6% on weekends.

**Commented [MC1]:** Hi Jen, Sept 2024 the after hours "press 1 to be transferred to an outreach worker" was deactivated. The current closure message informs residents that "The 311Windsor mobile app can also be used to report homelessness to the outreach team."

**Commented [CA2]:** Hi Jen, in Nov 2024, we also enabled the Homelessness SR on our www.311online.ca portal. This type was not previously available on our older site. We did a major update to the site that went live mid Nov 2024 and since that time, we've received 8 requests through that additional channel.

FSWE has reported that since November 2023 there have been 422 after-hours phone calls routed to them from 311 where the resident selected the homeless outreach menu option (i.e. "To reach the homeless outreach team, PRESS 1). Only 18 of these phone calls were related to a homelessness concern. The other calls were about city-related matters (e.g. garbage collection) that were redirected back to 311 where residents could make their report utilizing the various channels of service available (e.g. online, mobile app or call to 311 during regular operating hours). None of the after-hours calls resulted in FSWE having to dispatch a Homelessness Outreach Worker because the situation was either already addressed by the Outreach team during regular business hours or referred to another on-duty and more appropriate service provider such as the MOST van or Windsor Police.

Starting in the summer of 2023, the Outreach team established new regular service routes in different areas of the city including the Downtown Core, Jackson Park, University Avenue West, Ford City, West Windsor and Walkerville. These routes align with the data coming from 311 which show that of the total service requests, the most common locations were:

- Ward 3 or the downtown core (42%)
- Ward 4 or the Wyandotte Street East and Walkerville areas (25%)
- Ward 2 or the west side of Windsor (11%)
- The other Wards or areas of the city had on average 3% of the requests for services

As part of the report in 2023, Administration committed to revisiting the changes after one year. As a result, administration, with support from FSWE, is adjusting the Outreach team's schedule starting in the fall of 2024 to better align with demand for the service as learned through the past year and most importantly using the data collected during that time period. The adjustments are also achievable and sustainable within current funding allocations and staffing levels while still addressing the needs in the community.

The specific changes which will begin in the fall of 2024 and the rationale for these are provided below.

#### ***Adjustment 1: Daytime Coverage (7:30am to 6:00pm)***

Focus the Outreach team's resources on daytime coverage to better align with demand and remove the after-hours on-call function between the hours of 6:00pm and 12:00am, 7 days per week.

- FSWE has only received 18 after-hours calls related to homelessness issues and has not been required to dispatch an Outreach Worker during the late evening hours.
- Initially, FSWE had planned to provide on-call services in the evening hours without the need for additional funding from the City, however FSWE submitted financial claims to the City requesting a \$40 per night stipend for eligible FSWE staff to be on-call which the City approved. This was an unbudgeted expense in 2023 and although administration was able to mitigate, it is not sustainable within the 2024 funding allocation.

**Commented [MC3]:** Hi Jen, Sept 2024 the after hours "press 1 to be transferred to an outreach worker" was deactivated. The current closure message informs residents that "The 311Windsor mobile app can also be used to report homelessness to the outreach team."

- In the past year, other related community services have expanded their hours of operation as part of the Strengthen the Core plan. This includes the Nurse Police Team (NPT) which now operates 7 days per week from 1:00pm to 1:00am; the H4 which extended its hours to 12:00am starting in early 2024; the Downtown Mission which now offers a year-round overnight drop-in program and provides up to 40 more spaces; and 12 additional sworn officers as part of the Windsor Police Service City Centre Patrol Team (CCPT).
- The MOST van continues to provide supports for this population in the evenings Monday to Friday from 5:30pm to 9:00pm.
- Members of the public will still be able to submit a request for a homelessness response after-hours through the 311 online app.
- The Outreach team will respond to requests for service received through the 311 online app Monday to Friday, 7:30am to 6:00pm.

***Adjustment 2: Weekday Coverage (Monday to Friday)***

Focus resources on weekday coverage to better align with demand and remove weekend coverage provided by the Outreach team.

- Over the past year, the majority of all calls for Homelessness Outreach Services (94%) were during the work week (Monday-Friday) while only 6% of requests came in on Saturdays and Sundays.
- A Monday to Friday schedule can be managed within the current funding allocation and staffing level of four (4) full time Homelessness Outreach Workers dedicated to the City of Windsor.
- Initially, FSWE had planned to offset the cost of 7 day per week coverage with staff gapping dollars and reallocations of funding from other programs, however this is not sustainable and additional funding would be required if this service were to continue to operate 7 days per week.
- The Outreach team will continue to respond to 311 requests for service during their operating hours.

***Adjustment 3: Expanded Service Routes***

In addition to responding to requests for services from anywhere in Windsor, the Outreach team works regular service routes in high needs areas of the city. Based on a review of 311 data from the past year geo-locating calls, the new routes starting in the fall of 2024 are as follows:

Route Name	Route Borders	Number of Days of Service

Downtown	Riverside Dr E to Giles Jannette to Howard	5 days
Walkerville / Ford City	Wyandotte St E to Tecumseh Rd E Parent to Drouillard <i>*Includes Ottawa St</i>	3 days
West Windsor	Riverside Dr W to Malden Prince Rd to Huron Church	2 days
South Windsor 1	Tecumseh Rd E to EC Row Dougall to Howard <i>*Includes Jackson Park</i>	2 days
South Windsor 2	Tecumseh Rd E to EC Row Howard to Walker <i>*Includes Remington Park, Optimist Park</i>	2 days
East Windsor	Wyandotte E to Tecumseh Rd E Walker to Banwell	2 days

Administration will continue to monitor the activities and outcome of the Homelessness Outreach team and adjust where needed to adapt to changing community needs. If significant changes are made or required in the future, subsequent reports to Council will be brought forward.

### Community Outreach Tables

In October 2023, Council directed Administration to draw other outreach organizations together to collaborate and capitalize on the programs they are prepared to offer. (CR433/2023).

In response, City staff have led several meetings with organizations that offer outreach services through volunteers including St Vincent de Paul, the Downtown Windsor Community Collaborative, Hand in Hand and other grassroots groups and volunteers. These meetings focussed on providing education about existing community services, improving coordination among the volunteer groups, and identifying synergies with the existing professional / funded outreach services. Attendance at these meeting varied from 2 to 10 people.

City Administration has assessed that volunteer-based services are effectively operating within their scope of practice, providing essential items to those in need, while referring individuals to professional services for addiction counseling, trauma debriefing, and assistance with housing applications and placements.

Administration recommends that moving forward, FSWE continue to lead the quarterly meetings with funded outreach service provider known as the Community Outreach Table (COT), ensuring open communications and coordination with the volunteer-led services. City Administration will attend these meeting as well.

### **Risk Analysis:**

Members of the public and others may feel more Outreach Workers are required however there is a risk that, without increased levels of funding, further investments in this program will come at the cost of reduced investments in other vital services that support people in exiting homelessness (e.g. rent supplements, supportive housing, affordable housing). Investments must be balanced across the homelessness and housing service system and increased to offer more homelessness prevention programs and permanent housing solutions. The current complement of four (4) Homelessness Outreach Workers offers good coverage across the City of Windsor and responsiveness to requests for service that come through 311.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

N/A

#### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

For the 2024 – 2025 fiscal year, the overall homelessness budget is \$24.42 million which consists of \$16.7 provincial HPP, \$3.29 million under the federal Reaching Home program, \$3.98 million in municipal funding from the City of Windsor, and approximately \$450,000 for the County of Essex for a variety of homelessness programs.

Of the overall homelessness funding, \$297,827 is allocated to Homelessness Outreach workers dedicated to serving the City of Windsor with \$158,914 coming from HPP and \$138,913 from the City's municipal funding.

Administration will continue to advocate for increased provincial and federal investments in homelessness and housing programs. Requests for additional municipal funding will be brought forward, as needed, through the budget development process.

### **Consultations:**

Kelly Goz – Manager (A), Homelessness and Housing Support

Whitney Kitchen – Coordinator, Housing Administration and Development  
 Alena Sleziak – Senior Manager (A), Corporate Communications and Customer Service  
 Carrie MacInnes – Manager, Customer Contact Centre  
 Allison Charko – Project Manager, Communications and Customer Service  
 Nancy Jaekel – Financial Planning Administrator  
 Linda Higgins – Manager, Intergovernmental Funding and Financial Administration

**Conclusion:**

The adjustments to the Homelessness Outreach team's schedule and service routes better align with demand and existing resources. Members of the public can continue to request a homelessness response through the 311 phone line during regular operating hours and through the 311 mobile app 24/7. The Outreach team will respond to such requests and attend regular service routes across Windsor Monday to Friday from 7:30am to 6:00pm.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Kelly Goz	Manager (A), Homelessness and Housing Support
Kirk Whittall	Executive Director, Housing and Children's Services
Andrew Daher	Commissioner, Human and Health Services
Ray Mensour	Commissioner, Community Services
Janice Guthrie	Commissioner, Finance and City Treasurer

**Notifications:**

Name	Address	Email
Joyce Zuk		

Family Services Windsor-Essex		
Chief Jason Bellaire		
Windsor Policy Services		
Tracy Whiteye		
Sandra Zwiers		

**Council Report: S 45/2025**

**Subject: Response to Directive on Dog Park Policy - City Wide**

**Reference:**

Date to Council: May 7, 2025  
Author: Samantha Magalas  
EIC, Community Services  
519-253-2300\*2730  
smagalas@citywindsor.ca

Report Date: 3/21/2025  
Clerk's File #: SR2025

**To:** Mayor and Members of City Council

**Recommendation:**

THAT the report of the Executive Initiatives Coordinator dated March 21, 2025 entitled "Response to Directive on Dog Park Policy-City Wide" **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

On January 15, 2024 Council directed, via CR38/2024 that:

"That the report of the Community Services Standing Committee of its meeting held December 6, 2023 entitled "Response to CQ Regarding the Dog Park Policy – City Wide" BE REFERRED back to administration to provide a report which includes information regarding municipalities that have smaller dog parks in residential areas and how they have achieved the same."

This report is in response to that directive.

"Leash Free Parks" are those areas, which have been set aside for residents to exercise their dogs off leash without being in contravention of municipal by-laws. In general, cities across Ontario can offer two types of leash free parks, namely "free running areas" and "dog parks". Free Running Areas are typically designated areas within the existing parkland and open space infrastructure, which have been set-aside for residents to exercise their dogs off-leash without being in contravention of municipal by-laws. These areas are governed by time restrictions and seasonal restrictions, and are not fenced.

Dog Parks are fenced areas, usually located within City parks where residents have the opportunity to exercise their dogs off-leash within a controlled environment without



being in contravention of municipal by-laws. This type of park is what is offered within the City of Windsor.

Prior to presenting the currently approved Dog Park Policy to City Council, Administration explored both of these options as potential opportunities to allow dog owners to exercise their pets off-leash throughout the City. In consultation with the City's By-Law Department, it was clear that free running areas were not something recommended or supported due to the potential for increased dog interaction with the general public and the potential for incidents to occur. There was also concern for dog safety and the safety of both pedestrian and automotive traffic surrounding the free running areas in the event a dog ran onto a sidewalk/trail or street. As such, these areas are not something Administration would recommend utilizing moving forward.

The current Council approved Dog Park Policy (Appendix A), allows for dog parks or off-leash areas to be built with conditions of inclusions and/or restrictions as outlined in the Policy. Specifically, section 5.2.3(a) of the policy notes that there must be a minimum of 1.5 acres of land available on which to place the park. Section 5.2.3(b) notes that there must be a separate, fenced off area for large and small dog breeds. In addition, per section 5.2.1 (c), leash-free areas must be located in either community or regional parks and may not be established in neighbourhood parks.

### **Discussion:**

When looking at dog parks specifically, various municipalities have minimum sizes that are required per their policies. For example, the City of Hamilton states in their policy that a dog park must be a minimum of 2 acres in size. The City of Kingston states that an off-leash area must be a minimum of 1.5 acres in size.

The City of Ottawa uses a point system to determine what parks are suitable for dog parks. Points are awarded based on overall park size - the smaller the park, the more points automatically assigned and as parks get bigger, points for size incrementally get smaller. Any park scoring over 30 points is deemed "not approved" for a dog park. So, parks that are less than .199 hectares (approximately .5 acres) automatically get 30 points and are not approved for a dog park due to their small size. Other park amenities located within the parks, such as buildings, sports courts, wading pools, play structures, picnic tables etc. will add additional points. Parks between .2 hectares and .399 hectares (approximate .5 to 1 acre) automatically score 25 points meaning the presence of any other amenity within these parks would likely create a score above 30 and therefor the park would be ineligible for a dog park.

The City of Brampton does not have a formal off-leash or dog park policy but their current Parks and Recreation Master Plan states new dog parks will be considered on a case-by case basis. Factors to be considered include when existing dog parks exceed their respective capacities, where they are required to service a geographical area (high density residential areas) and/or whether a qualified community organization expresses interest in funding and/or operating a leash-free area.

When selecting leash-free zones, the City of Mississauga doesn't list a minimum size requirement but similar to other cities, considers criteria such as: potential impacts on parks functionality/condition/natural environment; neighbourhood characteristics

(population density, housing types etc.; availability of adequate parking; and requirements of the Accessibility for Ontarians with Disabilities Act (AODA). The City of Toronto takes a similar stance on criteria for establishing new leash-free areas and considers the following: neighbourhood characteristics (adjacent land uses, population density, housing types, licensed dog population, proximity of existing and other potential off-leash areas located within a 15 minute walk or 1 kilometre); compatibility with the park's design, established uses, features and components; potential impacts on the park's functionality, condition and natural environment; proportion of park to be taken up by the proposed off-leash area; proximity to residences and off-leash area exclusions.

It should be noted that both the City of Toronto and City of Mississauga leash free policies mention stewardship groups or “dog associations” within their policies. These associations are noted and are mentioned in terms of contributions. For example, Mississauga’s policy states that upon approval of a new park, the City will cover the basic capital costs but the local stewardship group/association are responsible for: cost of capital improvements above the City standard; lighting; water access (where feasible); seating and information boards; cost of electricity for lights within designated park area; clean-up, clearing pathways where pathways exist, spreading mulch/wood chips; liaising with Parks, Forestry & Environment staff regarding member concerns; other amenities as approved by the City.

If the City of Windsor wishes to install a dog park that is less than the minimum 1.5 acres in size, as stated in the City’s Dog Park Policy, this would require changes to what features are included at the park. Any dog park, regardless of size, would require fencing and gates. In addition, drainage and mulch should be added to any potential small dog parks to ensure the footprint does not become unusable due to all the traffic in a small space. This would increase the overall cost of the park as well as the annual maintenance needed.

There would be no option to have separate large and small dog areas in a smaller dog park. This would result in having all sizes of dogs, all in one space, and could increase risk as dogs would be in a more congested area. This could lead to a slightly higher risk of a dog being injured while at the park. In general, dog owners use these parks at their own risk and typically decide if the park, or group of dogs using the park, are suitable for their dog to join. Additional signage could be placed at the park informing users that the space is for all dog sizes and they should use at their own risk. This may help to mitigate the risk.

Dog Parks being built in neighbourhood parks may result in residents being upset about the potential noise from barking dogs so close to their homes. Additionally, if a neighbourhood park is used, the footprint of the dog park could take up most of the park, leaving other park users with less space for their activities. Public consultation would need to occur before any new dog park is installed. With regional or community parks, Administration attempts to locate the dog park area further away from the homes surrounding the park.

In a smaller dog park, there would be no room for a walking path making the space less accessible. There also would be no water source. As noted in the climate change risks section of this report, it is anticipated that the number of days over 30°C is expected to

increase meaning the lack of a water source could become a risk during the summer months. There would also be no parking available meaning if anyone was driving to the park, they would need to utilize street parking.

### **Risk Analysis:**

There is no risk to receiving this report for information.

### **Climate Change Risks**

#### **Climate Change Mitigation:**

Should City Council wish to add additional dog parks, this will afford local residents the opportunity to utilize a dog park closer to their homes. Presently, some residents may be required to drive to existing dog parks in order to use them. By installing additional dog parks, there is potential to decrease the amount of driving required to get to these parks, therefore reducing community greenhouse gas emissions. The addition of the dog parks should not negatively impact Corporate greenhouse gas emissions.

#### **Climate Change Adaptation:**

The addition of dog parks is not expected to negatively impact the current heat islands. However, it is important to note that regardless of the current heat island impacts, the City of Windsor is expected to have a significant increase in the number of days above 30°C. For example, under Windsor's current climate the average number of days exceeding 30°C is 22, which is expected to grow to an average of 50 days in 2040. To reduce the impacts of extreme heat on both humans and dogs, administration will look at the opportunity to add shade producing features to the parks including additional tree plantings. Smaller dog parks will not provide the opportunity for an onsite water source which could become a risk to animals on hot days.

### **Financial Matters:**

There is no cost involved with changing the Dog Park Policy. There is currently no funding available in the approved 10-year capital budget for the installation of any new dog parks. There is no operating budget for the operating costs associated with maintaining any additional small dog parks, including mulch, drainage. Such costs are estimated to be a minimum of \$15,000 per park annually, subject to the features and condition of the park. Notwithstanding the 2025 Budget 10-year capital budget was deemed approved on February 27, 2025 by way of Mayoral Decision MD8-2025, if Council were to direct Administration to install any new dog parks, a capital budget funding source would need to be identified for the construction of the dog park(s) and an operating budget issue for its ongoing maintenance would need to be submitted for consideration as part of a future budget process.

### **Consultations:**

Erika Benson – Financial Planning Administrator, Parks

Michelle Moxley-Peltier – CEP Project Administrator, Environmental Sustainability & Climate Change

**Conclusion:**

After further analysis, based on the concern for drainage, lack of walking trails, accessibility, and lack of water, Administration does not recommend installing dog parks in a location with less than 1.5 acres available. If Council chooses to move forward with a dog park at a smaller location, Administration would need to be directed as to what park has been selected and a funding source would need to be identified.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Samantha Magalas	EIC - Community Services
Emilie Dunnigan	Manager - Development Revenue and Financial Administration
Wadah Al-Yassiri	Manager - Parks Development
James Chacko	Executive Director - Parks, Recreation & Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Ray Mensour	Commissioner, Community & Corporate Services/Deputy CAO
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

- 1 City of Windsor - Dog Park Policy

# THE CORPORATION OF THE CITY OF WINDSOR POLICY

Service Area:	<b>Parks, Recreation &amp; Culture and Facilities</b>	Policy No.:	
Department:	<b>Parks</b>	Approval Date:	<b>June 5, 2019</b>
Division:	Parks Development	Approved By:	<b>CSPS 47</b>
		Effective Date:	<b>June 5, 2019</b>
Subject:	<b>Dog Park Policy</b>	Procedure Ref.:	
<b>Review Date:</b>		<i>Pages:</i>	Replaces:
Prepared By:	Mike Clement		Date:

## 1. POLICY

- 1.1. The Dog Park Policy provides the framework for selecting the future locations of all leash-free areas located within City of Windsor owned and operated parks.

## 2. PURPOSE

- 2.1. The City of Windsor recognizes the social benefits of dogs and their owners having access to and being accommodated within the parks system. Providing designated leash-free areas is an important part of this inclusion. This policy will:
- Provide guidelines for the establishment of new leash-free areas
  - Consider the impact on surrounding neighbourhoods and park users
  - Consider the needs and individual characteristics of each neighbourhood when creating leash-free areas.

## 3. SCOPE

- 3.1. This policy provides the criteria which is to be considered when selecting future dog park locations for all City of Windsor owned and operated property.

## 4. RESPONSIBILITY

- 4.1. The CAO will support the Dog Park Policy and its implementation
- 4.2. The Corporate Leader of Parks, Recreation & Culture and Facilities will support the Dog Park Policy and mediate any disputes regarding its implementation, should any arise
- 4.3. The Senior Manager of Parks:
- Is responsible to direct a review of this policy annually
  - Shall carry out the role as decision maker under this policy in good faith and in a timely manner
- 4.4. The Manager of Parks Development:
- Is responsible for ensuring all new leash-free locations are selected in consideration with the guidelines in this policy

- 4.4.2. Will ensure opportunity for public consultation for any potential new location
- 4.4.3. Will be responsible for implementing the policy and providing suggestions in revising the guidelines as required
- 4.4.4. Will consult with other Departments as required (e.g. Planning Department, Windsor Police Service, Humane Society etc.)

**4.5. The Manager of Parks Operations:**

- 4.5.1. Is responsible for the maintenance and upkeep of the leash-free area
- 4.5.2. Is responsible to place appropriate signage outlining rules of the leash-free area

**4.6. The Office of the City Clerk will track any requests from residents regarding new-leash free areas and forward them to the Parks Development Manager**

## **5. GOVERNING RULES AND REGULATIONS**

**5.1. New off-leash areas will be considered in conjunction with capital redevelopment of existing parks or new park development against the policy criteria**

**5.2. The following criteria should be considered when determining a new leash-free area:**

**5.2.1. Geographic location in Windsor**

- a. New leash-free areas should be spread across Windsor in order to serve all residents in Windsor, as noted in the Parks Master Plan
- b. Leash-free areas should not be constructed in close proximity to one another
- c. Leash-free areas must be located in either community or regional parks and may not be established in neighbourhood parks.

**5.2.2. Restrictions**

Off-leash areas shall NOT be established in close proximity to the following areas:

- a. playgrounds, splash pads and wading pools;
- b. horticultural display areas or ornamental gardens;
- c. skateboard bowls, tennis courts and other sports pads;
- d. sports fields and stadiums;
- e. artificial or natural ice rinks, toboggan hills;
- f. designated heritage, memorial, commemorative and ceremonial areas;
- g. cemeteries;
- h. areas posted prohibiting dogs;
- i. swimming beaches
- j. natural areas

### 5.2.3. Inclusions

Off-leash areas MUST include the following:

- a. A minimum of 1.5 acres of available land on which to place the leash-free park on
- b. Separate, fenced off areas for large and small dog breeds
- c. A grass area for dogs to play
- d. Fencing surrounding the perimeter of the leash free area
- e. A pathway around the perimeter
- f. A gated entrance
- g. Where possible, administration should consider the overall topography to allow for adequate drainage
- h. Where possible, there should be access to a water source
- i. Alternatives to the above noted inclusions can be brought forward to be considered for approval by City Council.

**5.3.** Designation of an off-leash area may be cancelled by the Corporate Leader of Parks, Recreation & Culture and Facilities where in the opinion of the Senior Parks Manager:

- 5.3.1. the off-leash area is not being used on a regular basis
- 5.3.2. extensive damage to the park and / or natural environment is occurring
- 5.3.3. the park is no longer suitable for an off-leash area
- 5.3.4. conflicts between park users cannot be resolved
- 5.3.5. repeated, ongoing non-compliance with the Code of Conduct for off-leash area use posted at each off-leash area

### 5.4. DEFINITIONS

**Neighbourhood Parks:** are designed for the recreation and leisure activities of residents within a defined service radius of Windsor. These are local parks that serve their local residences within a comfortable walking distance, and usually focus on passive recreation activities with open spaces of grass, trees for shade, and may include pathways, small playgrounds, benches, picnic tables, and possibly a single sports field (either baseball or soccer) which is used primarily for casual use and not generally rented out for organized sports games or tournaments.

**Community Parks:** are larger scale parks ranging from 2 to 6 hectares (4.94 to 14.83 acres) serving a greater catchment area and still offer the base recreational services of a Neighbourhood Park, but with a broader range of amenities including such items as splash pads, picnic shelters, accessible playgrounds, and organized sports fields to mention a few. Such parks may also include a small arena, pool, a community centre or library as an anchor facility. There are instances in the city where community parks can be associated more closely with a school to provide a joint cooperative use.

**Regional Parks:** generally attract users from all across the city and often attract users from outside the city boundaries, or even beyond Essex County. Like Community Parks they provide the base services of a Neighbourhood Park. Since the volume of users is potentially greater, the level of services is also greater. They have a significant draw which can also foster commercial opportunities (such as; carnivals, festivals, art shows, or special events). Regional parks provide recreational services with a more organized sports focus.

## **6. RECORDS, FORMS AND ATTACHMENTS**

6.1. Records are the responsibility of The Office of the City Clerk and will be kept in accordance with the Records Retention Bylaw #21-2013 as amended from time to time.



**Council Report: S 25/2025**

**Subject: Response to CQ 43- 2024 Barron Bowl Fundraising Update - Ward 2**

**Reference:**

Date to Council: May 7, 2025  
Author: Samantha Magalas  
EIC, Community Services  
smagalas@citywindsor.ca  
519-253-2300x2730  
Parks  
Report Date: 2/28/2025  
Clerk's File #: SR2025

**To:** Mayor and Members of City Council

**Recommendation:**

THAT City Council **RECEIVE** the report of the Executive Initiatives Coordinator dated February 28, 2025 entitled "Response to CQ 43-2024 Barron Bowl Fundraising Update-Ward 2".

**Executive Summary:**

N/A

**Background:**

On Monday September 23, 2024, Councillor Costante asked CQ 43-2024:

"Asks that Administration report back on the status of the Barron Bowl Project at the Ryan Barron Memorial Skate Park located in Atkinson Park. The project update to include the current funding, projected costs, design, and feasibility. Additionally, Administration to report back on alternative Ryan Barron Memorial Skate Park improvements determined through stakeholder engagement that could be completed within the current available funding and include options for a funding source to at least match the current available funds that have been raised by the Community."

This report is in response to that Council question.

The Friends for Atkinson Park and Pool Committee (FFAPPC) were formed in 2001 as a grass roots community organization to raise funds for children in the community to attend swimming lessons at Atkinson Pool, and to work with the City to develop plans to improve the park.

In 2004, Council approved a five-year lease to enable the organization to apply for grants from the Trillium Foundation for the development of a skateboard pad at the

south end of the park along University Ave W. The group was successful in obtaining a \$75,000 Trillium grant. The pad and skateboard equipment were installed in 2005. In 2010, FFAPPC purchased additional ramps from the Leamington Skateboard Park in the amount of \$30,000.

In November of 2016, Council received a communication from FFAPPC regarding a proposal to develop a skateboard bowl in Atkinson Park. A report from administration (C105/2017) was presented to Council outlining the intentions of the FFAPPC. That project was approved in principle pending a further report from administration (CR 385/2017).

On May 6, 2019, a report was presented to Council based on a request from the FFAPPC. At that meeting, Council approved the following recommendations through CR 238/2019:

***THAT the request from the Friends for Atkinson Park and Pool Committee to name the new concrete skateboard bowl at Atkinson Park the “Barron Bowl” BE APPROVED IN PRINCIPLE, subject to the completion of the project; and further***

***THAT the Friends for Atkinson Park and Pool Committee BE PERMITTED to place a plaque or signage in close proximity to the proposed new skateboard bowl at Atkinson Park recognizing the name of the bowl, subject to being satisfactory in design and content to the Corporate Leader of Parks, Recreation & Culture and Facilities; and further,***

***THAT the Friends for Atkinson Park and Pool Committee BE RESPONSIBLE for any costs associated with the purchase, installation, repairs and ongoing maintenance of the plaque or signage.***

In the 2019 request and communication from the FFAPPC, the committee addressed their desire to name the future skateboard bowl. They wanted to “dedicate the bowl in the name and memory of Ryan Barron”. City Council approved that, when the skate bowl was built, it would be formally known as the “Barron Bowl”. On August 26, 2019, a further report was presented to Council relative to the Atkinson Park. At such meeting, Council approved the following recommendations through CR439/2019:

***THAT the offer of a Skateboard Bowl in Atkinson Park donated by the Friends For Atkinson Park Inc. BE APPROVED; and further,***

***THAT AUTHORIZATION be given to the City Solicitor or designate to develop an Agreement, or Agreements, between the Corporation of the City of Windsor and the Friends For Atkinson Park and/or any other parties as may be required, to include the scope for the installation of a skateboard bowl in Atkinson Park, obligations and responsibilities, the transference of ownership of the skateboard bowl and other rights to the City of; and further,***

***THAT the CAO and City Clerk BE AUTHORIZED to sign the Agreement(s), satisfactory in form to the City Solicitor, in financial content to the City Treasurer, and in technical content to the Corporate Leader of Parks Recreation & Culture and Facilities.***

Administration confirms that no such agreement as authorized above has been entered into with the FFAPPC.

On January 24, 2023, the Clerk's Office received a letter from Mr. Terry Barron requesting that the skate park located at Atkinson Park be named the Ryan Barron Memorial Skate Park in honour of his son, Ryan Barron. This letter also contained seven (7) other letters of support within it, from members of the community in support of this request. Their hope was that by naming the skateboard park the "Ryan Barron Memorial Skate Park", it might assist in helping the group reach their fundraising target.

In March of 2023, City Council directed that the skateboard park at Atkinson Park be named the Ryan Barron Memorial Skate Park.

### **Discussion:**

FFAPPC has continued to raise funds in hopes of building the skate bowl. As of March 2025, a total of \$18,739.32 in donations raised by the FFAPPC are being held by the City for the concrete skate bowl in Atkinson Park. In addition, Ward Funds in the amount of \$40,522 were committed to Parks Development for Atkinson Skate Park Upgrades. In 2019, the approximate cost of the bowl was estimated to be in the range of \$100,000-\$120,000, however with rising costs and inflation, the cost has increased with new estimates of \$400,000-\$450,000. To date, no work has begun on the construction of the skateboard bowl.

As a result of the above, Mr. Barron has advised Administration that with the costs of the bowl escalating so quickly, he would like to have the existing funds that have been raised reprioritized to help fund improvements to the skate park.

In reviewing the existing space at the Ryan Barron Memorial Skate Park, Administration is confident that by using the total funds available, various above surface features could be added to the park. These features could include rails and various concrete ramps to be determined through stakeholder consultation.

As no agreement was previously entered into by the City and FFAPPC, and the use of the donated funds has been proposed to be reprioritized to fund improvements to the skate park rather than construction of the skateboard bowl, CR439/2019 would need to be amended. Administration would need to seek approval of amendments to allow for the donated funds to be used for surface upgrades at the park, and for the required agreement with FFAPPC to be finalized and executed. In addition, Administration will follow the Donation Policy to ensure the proper recording and accounting of the donated funds.

### **Risk Analysis:**

There is no risk involved in receiving this report. This report was in response to CQ 43-2024 requesting an update to the project.

## **Climate Change Risks**

### **Climate Change Mitigation:**

N/A

### **Climate Change Adaptation:**

N/A

### **Financial Matters:**

It is estimated that the cost to build a new skate bowl would be upwards of \$450,000 in 2025 prices. Previously, \$40,522 of ward funds were committed to Parks Development for Ryan Barron Memorial Skate Park upgrades. An additional \$18,739 of funds have been raised by the FFAPPC for a total of \$59,261. Administration will need to seek approval to reprioritize the available funding to use toward other projects and upgrades at the Ryan Barron Memorial Skate Park and account. This amount is expected to be sufficient to fund the above surface features that could be added to the park. There is no anticipated impact to the 2025 budget that was deemed approved on February 27, 2025 by way of Mayoral Decision MD8-2025.

It should be noted that the \$40,522 of previously committed ward funding can only be utilized for capital projects at the skate park and cannot be used for Community Based Funds. There are similar stipulations in that the \$18,739 in funding can only be used capital improvements to the skate park.

### **Consultations:**

Erika Benson – FPA, Parks

Wadah Al-Yassiri – Manager, Parks Development

Darron Ahlstedt – Supervisor, Parks Projects

Kate Tracey – Senior Legal Counsel

Michael Dennis - Manager Strategic Capital Budget Development & Control

### **Conclusion:**

As no agreement was previously entered into by the City and FFAPPC, and the use of the donated funds has been proposed to be reprioritized to fund improvements to the skate park rather than construction of the skateboard bowl, CR439/2019 would need to be amended. Administration would need to be directed to seek approval of amendments to allow for the donated funds to be used for surface upgrades at the park, and for the required agreement with FFAPPC to be finalized and executed. In addition, as requested by the Council Question, should Council wish to match the current available funding, Administration will need to seek approval to fund a new capital project by utilizing the available balance of \$261,677 from the Parks Community Partnership

Initiative Capital Fund 7129015, as this project would meet the criteria to access these funds.

**Planning Act Matters:**

**Approvals:**

<b>Name</b>	<b>Title</b>
Samantha Magalas	EIC, Community Services
Emilie Dunnigan	Manager, Dev. Revenue & Fin. Admin.
James Chacko	Executive Director, Parks, Recreation & Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Ray Mensour	Commissioner, Community & Corporate Services/Deputy CAO
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>

**Appendices:**