

Environment, Transportation & Public Safety  
Standing Committee Meeting Agenda

**Date:** Wednesday, May 28, 2025

**Time:** 4:30 o'clock p.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 (Chairperson)

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

## ORDER OF BUSINESS

Item #	Item Description
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1.	<b>CALL TO ORDER</b>
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READING OF LAND ACKNOWLEDGMENT

We [] 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 OF THE ETPS STANDING COMMITTEE</b>
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|------|--|
| 3.1. | Adoption of the Environment, Transportation, and Public Safety Standing Committee minutes of its meeting held April 30, 2025 ( <b>SCM 162/2025</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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7.	<b>COMMITTEE MATTERS</b>
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|------|--|
| 7.1. | Minutes of the Active Transportation Expert Panel of its meeting held April 10, 2025 ( <b>SCM 127/2025</b> )                       |
| 7.2. | Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held March 4, 2025 ( <b>SCM 130/2025</b> ) |

8.	<b>ADMINISTRATIVE ITEMS</b>
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|------|--|
| 8.1. | Ford Test Track Neighborhood Road Safety Study - Ward 5 ( <b>S 65/2025</b> ) |
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- 8.2. Impact of Changes to the Conservation Authorities Act on the City of Windsor - City Wide **(S 66/2025)**
- 8.3. Dawson Drain Provisional By-Law for Repair and Improvement - Ward 9 **(S 68/2025)**  
**Clerk's Note:** Appendix B available at [www.citywindsor.ca](http://www.citywindsor.ca) due to size.
- 8.4. Active Transportation Master Plan Biennial Progress Report (2024) - City Wide **(S 71/2025)**

## 11. QUESTION PERIOD

## 12. ADJOURNMENT



**Committee Matters: SCM 162/2025**

**Subject: Adoption of the Environment, Transportation, and Public Safety  
Standing Committee minutes of its meeting held April 30, 2025**



**Environment, Transportation & Public Safety Standing Committee Meeting**

**Date: Wednesday, April 30, 2025**  
**Time: 4:30 PM**

**Members Present:**

**Councillors**

Ward 2 - Councillor Fabio Costante (Chairperson)  
Ward 3 - Councillor Renaldo Agostino  
Ward 8 - Councillor Gary Kaschak  
Ward 9 - Councillor Kieran McKenzie (Vice Chairperson)

**Councillors Regrets**

Ward 4 - Councillor Mark McKenzie

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

Robert Martini, Municipal Gaming Analyst  
Jelena Payne, Commissioner, Economic Development Participates Via Zoom

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

David Simpson, Commissioner, Infrastructure Services & City Engineer  
Daemon Hart, Deputy Fire Chief of Operations  
Brian Bobbie, Deputy Fire Chief of Support Services  
Stephan Habrun, Acting Executive Director Transit Windsor  
Stacey McGuire, Executive Director, Engineer/Deputy City Engineer  
Rob Vani, Senior Manager/Deputy CBO/Inspections  
Ian Day, Senior Manager Traffic Operations/Parking  
Mark Spizzirri, Manager, Performance Measurement & Business Case Development  
Adam Pillon, Manager of Right-of-Way  
Colleen Middaugh, Manager, Corporate Projects  
Amy Olsen, Supervisor, Right of Way  
Ian Wilson, Water & Wastewater Engineer  
Thomas Huynh, Technologist I  
Clare Amicarelli, Road Safety Coordinator

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## Environment, Transportation & Public Safety Standing Committee

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Anna Ciacelli, Deputy City Clerk / Supervisor of Council Services

### 1. CALL TO ORDER

The Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:30 o'clock p.m.

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

None Disclosed.

### 3. ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Gary Kaschak

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee meeting held March 26, 2025, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 86/2025

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

None requested.

### 5. COMMUNICATIONS

None presented.

### 6. PRESENTATIONS AND DELEGATIONS

None presented.

### 7. COMMITTEE MATTERS

#### 7.1. Minutes of the Transit Windsor Working Group of its meeting held March 26, 2025

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Renaldo Agostino

# Minutes

## Environment, Transportation & Public Safety Standing Committee

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Decision Number: **ETPS 1053**

THAT the minutes of the Transit Windsor Working Group of its meeting held March 26, 2025 **BE RECEIVED**.

Carried.

Report Number: SCM 99/2025

## 8. ADMINISTRATIVE ITEMS

### 8.1. Passing of New By-Law to Regulate Nuisance Indoor and Outdoor Illumination in the City of Windsor - City Wide (CQ 17-2024)

Councillor Renaldo Agostino requests clarification whether this report applies only to Business Improvement Areas (BIA's). Robert Vani, Senior Manager/Deputy Chief Building Official – Inspections, appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated March 31, 2025, entitled “Passing of New By-Law to Regulate Nuisance Indoor and Outdoor Illumination in the City of Windsor – City Wide (CQ 17-2024)” and clarifies that the report applies to every private property in the City of Windsor, including commercial, residential, and institutional properties.

Councillor Renaldo Agostino comments that disruptive actions such as lights being purposefully directed into windows due to issues with neighbours is something he would prefer to focus on, rather than restricting lighting options for businesses and commercial properties. He asks if there is a way to separate the two issues and focus more on residential and alleyways, rather than business districts. Mr. Vani replies that the types of properties included in the by-law would be at the discretion of council, however, the Council Resolution that was passed directed administration to prepare a by-law that addressed all properties.

Councillor Renaldo Agostino comments that the Downtown BIA is actively trying to brighten up the area as a safety solution.

Councillor Fabio Costante asks administration for clarity, recognizing the distinction between nuisance lighting and lighting aligning the Strengthen the Core initiative. He also asks how the by-law will be enforced if it is put into effect. Mr. Vani replies that the by-law is not intended to reduce the amount of lighting we have in our community, especially for security and operational purposes. The premise of the by-law is to ensure that lighting on private property complies with lighting intensity standards, and that is appropriate for its intended task.

Councillor Renaldo Agostino expresses concern over how the by-law will be enforced, specifically with the definition of “nuisance.” He asks how such matters would be monitored and enforced. Mr. Vani indicates that similar by-laws from other municipalities were reviewed to help define “nuisance” within the by-law. Similar enforcement practices to other City of Windsor by-laws would be used. Mr. Vani adds that there are not a large number of complaints received regarding this issue, and nuisance complaints are generally considered obvious, especially if it a neighbour-to-neighbour complaint.

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There is currently no mechanism to address issues such as this, which is what administration has been directed to address with this by-law.

Councillor Kieran McKenzie expresses concern about the City's capacity to enforce the by-law, particularly regarding cost versus risk. Mr. Vani replies that currently, not many complaints are received regarding lighting issues, and that looking at current-year and previous-year complaints, there is adequate service capacity for enforcement. He does not believe passing the by-law would have a substantial impact from a service delivery or financial perspective.

Councillor Gary Kaschak inquires whether the City currently employs a night-hours by-law enforcement officer. Mr. Vani replies that the by-law enforcement hours are regular business hours, but the majority of the requirements in the proposed by-law are specific to the type of lighting fixture used, which can be viewed and verified during the day. He also states that complainants are permitted to provide their own evidence during an investigation to show what is occurring off-hours, and off-hours inspections could be accommodated if the issue were egregious.

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1054**

THAT the By-law, "A By-law to Regulate Nuisance Indoor and Outdoor Illumination in the City of Windsor" attached as Appendix 'A' **BE PASSED** by Council.

Carried.

Report Number: S 46/2025

Clerk's File: SB2025

### **8.2. South National St (Pilette Rd to Jefferson Blvd) Traffic Calming/Multiuse Path Upgrades, Cyclist Crossing and Railway Pedestrian Crossover - Ward 8**

Councillor Kieran McKenzie requests that administration clarify why this particular area was chosen as it was not listed in the Transportation Master Plan. He also asks if a location other than Westminster Boulevard has been identified to increase north-south access should this plan not go forward. David Simpson, Commissioner, Infrastructure Services & City Engineer appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 8, 2025, entitled "South National St (Pilette Rd to Jefferson Blvd) Traffic Calming/Multiuse Path Upgrades, Cyclist Crossing and Railway Pedestrian Crossover – Ward 8" and replies that the primary focus of the analysis has been value for money. This type of infrastructure requires significant pedestrian and/or cycling traffic to warrant the investment, and that traffic was not seen during the analysis. From a value for money standpoint, administration has chosen to seek other recommendations and rely on the existing crossings.

Councillor Kieran McKenzie states that he understands the financial limitations but believes that the pedestrian crossover would be utilized more than the current traffic indicates, particularly by residents that live in the area bisected by the railway tracks.

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Councillor Gary Kaschak remarks that the report was driven by traffic using South National as an east-west route to bypass traffic lights on Tecumseh Road, and the resulting increased speeds on the street. However, the report makes it clear that the proposed crossover was not feasible.

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Kieran McKenzie

Decision Number: **ETPS 1055**

THAT Report of the Road Safety Coordinator, dated April 8, 2025, entitled, "South National St (Pilette Rd to Jefferson Blvd) Traffic Calming/Multiuse Path Upgrades, Cyclist Crossing and Railway Pedestrian Crossover" **BE RECEIVED** for information; and;

THAT Council **APPROVE** the installation of permanent traffic calming and multiuse path upgrades on South National St. funded 50% from the Road Safety Counter Measures Project ID 7151012 and 50% from the Bikeway Development Project ID 7111031, at a total cost of \$120,000 (excluding HST). Carried.

Report Number: S 48/2025

Clerk's File: ST/13863

### 8.3. Response to CQ 41-2024 - Lower Risk Encroachments - City Wide

Councillor Renaldo Agostino inquires whether the amendments proposed in the report would help move the needle regarding what constitutes minor encroachments. Amy Olsen, Supervisor, Right-Of-Way appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 10, 2025, entitled "Response to CQ 41-2024 – Lower Risk Encroachments – City Wide" and replies that the current policy in place addresses all encroachments, both major and minor. Amendments to any items listed under the Encroachment Policy would require further clarification to define what would be considered a minor encroachment.

Councillor Renaldo Agostino states that the proposed amendments give more opportunity for conversation with residents who are facing these issues, and that the options are appreciated, and we would like the amendment options to be included in the recommendation.

Councillor Kieran inquires whether it is possible for the by-law to be modified in such a way to make the distinction between major and minor encroachments precisely defined. Adam Pillon, Manager, Right-Of-Way, appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 10, 2025, entitled "Response to CQ 41-2024 – Lower Risk Encroachments – City Wide" and replies that Engineering would perform more in depth analysis as to what constitutes a high-risk versus low-risk encroachment if directed to do so by Council, with the intention to make the distinctions as clear as possible. But one of the main concerns is the insurance requirement. The City is still requiring the property owner to maintain insurance coverage, and while the amount required has been reduced, it is still an issue for many residents.

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Councillor Gary Kaschak inquires whether the City has ever been sued by an individual who had been injured on a right-of-way where the resident had not entered into an encroachment agreement with the City. Mr. Pillon replies that there may have been 5 to 10 incidents in the last 5 to 6 years.

Councillor Gary Kaschak inquires whether the enforcement approach is still complaint-driven. Mr. Pillon confirms that they are not actively looking for encroachments. They will investigate after receiving a complaint, or if it is brought to their attention by a construction project in the area.

Councillor Gary Kaschak inquires whether the majority of the encroachments are landscaping located in the grass space between sidewalks and curbs. Mr. Pillon replies that most encroachment complaints are between the property line and the sidewalk or curb and often involve structures such as fencing or large landscaping boulders.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Kieran McKenzie

Decision Number: **ETPS 1056**

THAT the report of Supervisor, Right-of-Way dated April 10, 2025 entitled "Response to CQ 41-2024 Lower Risk Encroachments - City Wide" **BE RECEIVED** for information; and,

THAT Administration **BE DIRECTED** to approve Minor Encroachments under a Permit Process as follows:

1. Applicable to residential (2-unit maximum) properties only;
2. Insurance and indemnification satisfactory to the Risk Management department is required;
3. Right-of-Way Permit fees applicable as per current User Fee Schedule:
  - a. \$283.00 – Permit Fee (2025);
  - b. \$1,000.00 – Indemnity Fee (returned upon final inspection); and,

THAT Administration **BE DIRECTED** to

1. Amend the Landscape Best Practice BP3.2.2 to define and include the treatment of pre-determined minor encroachments.
2. Amend the Encroachment Policy to define and include minor encroachments under a permit process.
3. Create a "blended" process required to address properties having both major and minor encroachments.
4. Initiate a process to address previously executed encroachments and paid fees:
  - a. Existing agreements will continue as per the timelines agreed upon in the agreement.
  - b. Administration recommends only fees paid in 2025 be reimbursed to residential property owners with less than two units. All fees paid prior to 2025 would remain in place.

Carried.

Report Number: S 49/2025

Clerk's File: SW2025

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### 8.4. Response to CQ 52-2024: Right-of-Way Digital Signage - City Wide

Councillor Renaldo Agostino inquires whether the program will be a pilot project in the downtown area, or if it will be implemented city-wide. Mr. Simpson replies that there is enough confidence in the approach to implement the program city-wide.

Councillor Kieran McKenzie requests that administration explain some of the safety risks associated with the signage. Mr. Simpson replies that the proposed by-law amendments would detail specific limitations and restrictions to sign installation to address safety concerns. Mr. Pillon adds the Request for Proposal program would be utilized to ensure signs adhered to safety, accessibility, quality, and aesthetic standards.

Councillor Kieran McKenzie inquires whether there is a correlation between digital billboards and overall traffic safety. Ian Day, Senior Manager, Transportation appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 10, 2025, entitled "Response to CQ 52-2024: Right-of-Way Digital Signage – City Wide" and states there are guidelines in place for digital billboards with regards to sightlines and distances from intersections.

Councillor Kieran McKenzie asks if distracted driving is being taken into account. Mr. Day replies that message length and strobing effects were looked into. A static message scrolling every 5 to 10 seconds was not perceived to be a distraction to drivers, but that is also a function of the sightline and distance from intersection guidelines.

Councillor Gary Kaschak inquires whether placing digital advertisements on bus shelters could be a source of additional revenue for Transit Windsor. Stephan Habrun, Executive Director, Transit Windsor appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 10, 2025, entitled "Response to CQ 52-2024: Right-of-Way Digital Signage – City Wide" and replies that none of the current bus shelters are connected to the electrical grid; any shelters with advertisements are currently powered with a solar panel. However, it could be considered.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Kieran McKenzie

Decision Number: **ETPS 1057**

THAT the report of Technologist I dated April 10, 2025 entitled "Response to CQ 52-2024 Right-of-Way Digital Signage - City Wide" **BE RECEIVED** for information; and,

THAT Administration **BE DIRECTED** to allow digital signs in the right of way through a Request for Proposal process (RFP) to supply and maintain all such signage approved throughout the city as in Appendix B attached hereto provides a sample list of minimum requirements to be evaluated as part of an RFP; and,

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THAT Administration **BE DIRECTED** to report the results of the Request for Proposal (RFP) process to Council for direction; and,

THAT Administration **BE DIRECTED** to implement the following when a successful proponent is selected:

1. Advertising Agreement - the successful proponent would enter into a formal agreement with the City for a specified term
2. Permitting: - the successful proponent would be required to apply for and obtain a right-of-way permit prior to placement of any Digital Signs within the right-of-way; and,

THAT the City Solicitor **BE DIRECTED** to make amendments to the Sign By-Law as required.  
Carried.

Report Number: S 50/2025  
Clerk's File: SB2025

### 8.5. Sewer Master Plan Implementation and Disaster Mitigation Adaptation Fund Program (DMAF 1 & DMAF 4) Update - City Wide

Councillor Kieran McKenzie requests more information regarding funding, the City's relationship with the Federal Government when it comes to financing these projects, and the challenges the City faces in achieving everything it hopes to implement. Stacey McGuire, Executive Director, Engineering/Deputy City Engineer regarding the administrative report dated April 10, 2025, entitled "Sewer Master Plan Implementation and Disaster Mitigation Adaptation Fund Program (DMAF 1 & DMAF 4) Update – City Wide" and states that Engineering did present a strategy to Council to fund DMAF projects moving forward, given inflationary pressures. There is a strategy in place for a reduced scope of the DMAF 1 program, and the full scope of the DMAF 4 program. The deferred DMAF 1 projects are still considered potential options for future funding opportunities.

Councillor Kieran McKenzie recalls that Windsor was very successful at leveraging partnerships with the Federal Government through this program but asks if there has been further discussion with partners to help with funding. Mr. Simpson replies that the City monitors all potential funding and grant opportunities, provincially and federally, but there is intense competition for those dollars.

Moved by: Councillor Kieran McKenzie  
Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 1058**

THAT the report of Water & Wastewater Engineer and the Executive Initiatives Coordinator dated April 10, 2025 entitled "Sewer Master Plan Implementation and Disaster Mitigation Adaptation Fund Program (DMAF 1 & DMAF 4) Update - City Wide" **BE RECEIVED** for information.  
Carried.



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Report Number: S 51/2025

Clerk's File: SW/12983

### 8.6. Open Air Burning

Councillor Gery Kaschak inquires whether warnings are still being issued for first-time open air burning incidents. Deamon Hart, Deputy Fire Chief, Operations appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated April 14, 2025, entitled "Open Air Burning" and replies that since the beginning of 2025, warnings are no longer being given. Violators are being invoiced immediately for the cost of the Fire Department dispatch, plus an administrative fee.

Councillor Gary Kaschak states that of eleven applications for open air burns, two were approved. He asks for an explanation for the two approvals. Mr. Hart replies that one application was farm property on the outskirts of the City that met all the parameters, and the other was a large-scale property that met the '25-metre area in all directions' perimeter requirement.

Councillor Kieran McKenzie inquires what the risks would be if Council decided to deregulate the open air burning by-law. Deputy Chief Hart replies that the risks are environmental, respiratory, neighbour disputes that may require involving police, and exposure fires caused by lack of attention or burning in too large of an area.

Councillor Kieran McKenzie Inquires whether the Deputy Fire Chief believes that the by-law as it stands has a direct and positive impact in terms of mitigating those potential risks. Deputy Chief Hart replies that yes, he believes that the by-law, plus the new cost-recovery policy being implemented will be very effective to deter open air burning in the municipality.

Councillor Gary Kaschak requests clarification related to the procedure involved when a complaint of open air burning is received by the fire department. Deputy Chief Hart replies there is a staffing compliment required to respond to calls, and the only option is to send out a fire truck with a crew, regardless of time of day.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1059**

THAT the report of the Fire Chief dated April 15, 2025 entitled "Open Air Burning" **BE RECEIVED** for information.

Carried.

Report Number: C 58/2025

Clerk's File: AB2025

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## Environment, Transportation & Public Safety Standing Committee

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### 9. TRANSIT BOARD ITEMS

None presented.

### 10. ADOPTION OF TRANSIT BOARD MINUTES

None presented.

### 11. QUESTION PERIOD

None presented.

### 12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 5:21 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held May 28, 2025.

Carried.

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Ward 2 – Councillor Fabio Costante  
(Chairperson)

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Deputy City Clerk / Supervisor of Council  
Services



**Committee Matters: SCM 127/2025**

**Subject: Minutes of the Active Transportation Expert Panel of its meeting held April 10, 2025**

## **ACTIVE TRANSPORTATION EXPERT PANEL**

Meeting held April 10, 2025

A meeting of the Active Transportation Expert Panel is held this day commencing at 3:00 o'clock p.m. in the Public Works Boardroom, 1266 McDougall, there being present the following members:

Dr. Paul Henshaw  
Teena Ireland  
Wayne Lessard  
Jocelyn Nikita  
James Sommerdyk

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

Kathy Quenneville, Chair, and Active Transportation Coordinator  
Ian Day, Senior Manager Traffic Operations/Parking  
Karen Kadour, Committee Coordinator

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

The Chair calls the meeting to order at 3:01 o'clock p.m. and the Expert Panel 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 Jocelyn Nikita, seconded by James Sommerdyk,  
That the minutes of the Active Transportation Expert Panel of its meeting held October 28, 2024, **BE ADOPTED** as presented.  
Carried.

The Chair welcomes Wayne Lessard as a new member of the Active Transportation Expert Panel.

#### **4. Business Items**

##### **4.1 Eleanor McMahon – Share the Road Chair and Founder**

Eleanor McMahon – Founder and Board Chair of Share the Road Cycling Coalition is present via Zoom. The highlights and overview of the Presentation entitled “Ontario Bike Summit May 27-29<sup>th</sup> Share the Road Cycling Coalition”, **attached** as Appendix “A” are as follows:

- Share the Road Cycling Coalition works with and on behalf of 5,000 stakeholders across the province through their network of local experts, provincial and municipal officials, advocates, public health, law enforcement, business and tourism officials.
- Share the Road is building a bicycle-friendly Ontario where everyone feels safe riding a bicycle through advocacy, building capacity and mobilization for change.
- Bicycle Friendly Communities Program
  - Setting standards for what it means to be “Bicycle Friendly”
  - 5 Es – Education, Engineering, Enforcement
  - Encouragement, Evaluation & Planning, and Equity & Accessibility
  - Expert Panel – report offering advice and recommendations for continued progress
  - Launched in 2010
  - Network of 51 communities
- **Ontario Bike Summit – Windsor – Theme – “Bridging Communities, Building Connections”**
- Canada premiere cycling conference attended by thought leaders, politicians, senior city officials, and representatives from the cycling industry
- Expert speakers sharing knowledge and information
- Windsor has been designated by The Coalition Bicycle Friendly Community Program as a Bronze-level community.
- Informative workshop sessions will be held at the Summit.

Moved by Dr. Paul Henshaw, seconded by Jim Sommerdyk,  
That the Presentation by Eleanor McMahon– Founder and Board Chair entitled “Ontario Bike Summit May 27-29, 2025, Share the Road Cycling Coalition” **BE RECEIVED.**  
Carried.

## 4.2 Review of 2024 Funded Initiatives

The Chair reports that the 2024 Operating Budget was utilized for the purpose of funding safety training at the Safety Village for over 500 students. Dr Paul Henshaw asks if data can be provided by the teachers regarding the experience of the students who attended the Safety Village training. Jocelyn Nikita questions if information can be provided by the schools regarding if there has been an increase in the use of cycling/scooters following the visit to the Safety Village.

Wayne Lessard asks when the next training session at the Safety Village will be held as he would like to attend the training. The Chair will provide that information to the Expert Panel.

The Chair shows a sample of the bike locks that were purchased through the operating funds. The bike locks will be provided to the Safety Village for distribution to the students that attend the training.

#### **4.3 Funding and Ideas for the utilization of the 2025 Operating Funds, Initiatives Brainstorming**

The Chair advises that prior to this meeting, Jim Sommerdyk provided discussion points for future meetings of the Expert Panel which include the following:

- Identify issues and priorities
- Ideas to improve active transportation
- Active transportation can be multi-modal – cannot look at cycling, walking or scooter rentals in isolation.
- Events planning which may include:
  - Earth Day
  - Bike to Work Day
  - Canada Day Parade
  - Open Streets
  - Opening of the Gordie Howe Bridge/National Urban Park
  - Fireworks
- Forum to exchange ideas
- Consider implementing/compiling near real time dashboard of serious traffic injuries and deaths so that the scope of this issue is known to all.

The Chair asks if there is interest in creating a subcommittee to discuss the foregoing initiatives, along with the 2025 Operating Budget.

Moved by Dr. Paul Henshaw, seconded by Jim Sommerdyk,  
That the formation of a subcommittee to review various action items relating to active transportation; the utilization of the 2025 Operating Budget and the Bike to Fireworks initiative **BE APPROVED**.  
Carried.

Dr. Paul Henshaw and James Sommerdyk volunteer to sit on the subcommittee.

#### 4.4 Future Projects

The Chair advises that a report will be going to Council on April 14, 2025, regarding the “Expansion of Cycling Infrastructure” in the east end corridor. She suggests that the Expert Panel review the report.

Moved by Wayne Lessard, seconded by James Sommerdyk,

That Administration **BE REQUESTED** to provide updates to the Active Transportation Expert Panel on upcoming Agenda items scheduled to go before the Environment and Climate Change Standing Committee and City Council as it relates to reports dealing with active transportation.

Carried.

Wayne Lessard proposes that Bike Windsor Essex be approached to determine if they would be interested in providing bike parking at the Fireworks in 2025. The Chair advises that the city rented the racks from Bike Windsor Essex for the fireworks in 2024. Dr. Paul Henshaw indicates he will contact Bike Windsor Essex regarding the fireworks event.

#### 5. Other Business

None.

#### 6. Date of Next Meeting

The next meeting will be held at 1266 McDougall in the Public Works Boardroom on a date to be determined.

#### 7. Adjournment

There being no further business, the meeting is adjourned at 4:37 o'clock p.m.

Appendix "A"

**Presentation: Ontario Bike Summit May 27-29th**  
**Share the Road Cycling Coalition**  
**Active Transportation Expert Panel**  
**April 10<sup>th</sup>, 2025**

Eleanor McMahon – Founder and Board Chair





# Agenda

- About the Share the Road Cycling Coalition
- About the Ontario Bike Summit



# Share the Road: Our Mission, Mandate



## OPP Sergeant Greg Stobbart

1961-2006





## About Share the Road Cycling Coalition

- Since 2007, a provincial bicycling advocacy and policy organization.
- SRCC works with and on behalf of 5,000 stakeholders across the province through our **network of local experts, provincial and municipal officials, advocates, public health, law enforcement, business and tourism officials.**



## Partners/Funders



*Racer Sportif*

*Les Domestiques*



*# We Ride As One*



*Bicycle Friendly Community*

## VISION

Share the Road envisions a future in which Ontario is the most bicycle friendly place in North America.

## MISSION

Share the Road is building a bicycle-friendly Ontario where everyone feels safe riding a bicycle through:

- Advocacy
- Building capacity
- Mobilization for Change





**Provincially:**

Policy, Legislation, Infrastructure funding

Coroner's Review – Cycling Deaths 2012

Ontario Cycling Strategy #CycleON 2013

**Bicycle Friendly Communities:**

Assessment, best practices,  
awards program

**All Party Cycling Caucus – Ontario  
Legislature**

**Annual Ontario Bike Summit**

Largest conference in  
conference. Education and  
exchange with municipal and  
provincial planners and leaders

**Annual Share the Road Ride**

Raising funds STR –  
Advocacy and Safety  
campaign

**Education: (CAA)**

For cyclists and motorists

**Polling and Media:**

Evidence-based approach  
to advocacy and decision  
making

**Province Wide Ad  
Campaign**

In partnership with CAA  
(May 2025)

**Cycling Tourism**

Partnerships





# Our work

## Policy & Legislation

- Greg's Law (2008),
- One Metre Safe Passing (2015)
- Careless Driving Causing Bodily Harm or Death (2017)
- Infrastructure Funding (\$125M – OMCIP 2017)
- All Party Cycling Caucus
- Coroner's Review (2012) – 14 recommendations
- Ontario Bicycle Strategy #CycleON (2013)
- Driver's Education handbook updates





# Our work

## Bicycle Friendly Communities Program

- Setting standards for what it means to be “Bicycle Friendly”
- 5 Es – Education, Engineering, Enforcement, Encouragement, Evaluation & Planning, and Equity & Accessibility.
- Expert Panel – report offering advice and recommendations for continued progress
- Launched in 2010
- Network of 51 communities



# Our work

## Ontario Bike Summit – Windsor

- Canada' premiere cycling conference
- attended by thought leaders, politicians, senior city officials, and representatives from the cycling industry
- Expert speakers sharing knowledge and information



# Our work - 2024/25

## Cycling Safety – Ad Campaign

- Launch – May/June
- OPP Commissioner Tom Carrique

## Truck Safety – Advocacy Campaign

- Advocacy campaign development in progress
- Inspired by UK/City of London progress

## Ontario Cycling Association – MOU

- Advocacy effectiveness training
- Share the Road Club Program – launch 2025

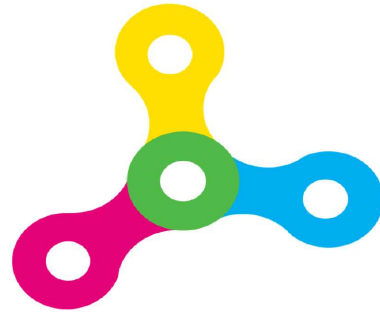


## Share the Road Club Program

- Work with Ontario Cycling Association to develop values, principles
- Inspired by ISO designation
- Commitment to road safety
- Marketing – websites, club kit

## Cycling Skills Education (Ontario)

- Inspired and supported by Bikeability (UK)
- 5 million kids trained since 2007
- Legacy Project, funded by 2022 Canada Games
- Plan developed by end of 2025
- Launch in 6 communities across Ontario in 2026
- Development of instructors, curriculum, scale-able model and business plan – key next steps



# **Ontario Bike Summit**

## **May 27- 29<sup>th</sup> | Ceasars Windsor**



# ABOUT THE ONTARIO BIKE SUMMIT

Now in its 17th year, the Ontario Bike Summit (OBS) convenes attendees from across North America over two and a half days, all with the common goal of making Ontario more bicycle friendly.



# ABOUT THE ONTARIO BIKE SUMMIT

Each year, the Ontario Bike Summit (OBS) provides a unique opportunity for the host community to showcase its approach to cycling and active transportation design and implementation, sharing lessons learned from the point of view of citizens as well as city staff and municipal leaders.



# ABOUT THE ONTARIO BIKE SUMMIT

In 2025, we will gather in Windsor, Canada's southernmost city and a designated Bronze Bicycle Friendly Community—to explore the theme: “Bridging Communities, Building Connections”.

This year's Summit will highlight how cycling infrastructure, policy, and advocacy can create stronger connections between people, neighborhoods, and communities, improving mobility and accessibility for all.



# Why Windsor?

- Windsor has been designated by The Coalition's Bicycle Friendly Community program as a Bronze-level community
- The report highlighted several strengths as well as need for progress and investment in each of the 4 "Es" of the program: Engineering, Education, Encouragement, Evaluation and Planning
- The program highlights achievements – but underscores the need for continued progress
- Hosting the Ontario Bike Summit allows communities the chance to speak to their progress, learn from other communities, thought leaders and decision makers about strategies for improvement – and leverage the presence of the Summit to advance issues locally





# OBS Agenda Highlights

May 27<sup>th</sup>

- Bicycle Friendly Communities Workshop with Centre for Cities
- Opening reception

May 28<sup>th</sup>

- Keynote speakers – some surprises to come!
- Plenary: Municipal Leaders Session – BFCs in Ontario
- Informative workshops
- Networking luncheon, exhibitors
- Mobile workshops – City, County, Gordie Howe Bridge
- Awards reception and dinner



# OBS Agenda Highlights

May 29<sup>th</sup>

- Informative workshop sessions
- Plenary session: “Finding Common Ground: Practical ideas for Advancing Cycling Initiatives in Ontario”
- Plenary session: All Party Cycling Caucus of MPPs
- Afternoon: Mobile Workshop – Tour of Detroit in partnership with the Detroit Greenways Coalition



# Local Advocacy Discounted Rate

- **Local advocate cost: \$325 + HST, includes:**
- Bicycle-Friendly Communities Workshop – *Pre-registration required, limited capacity*
- Opening Reception (May 27)
- All Programming (May 28–29)
- Awards Reception & Dinner (May 28)
- Mobile Workshops (*Pre-registration required, additional fees may apply*)



# The 2022 Audience Agrees, OBS is Important to Attend

***"The Summit was worthwhile to attend"***

94% agreed or strongly agreed\*

***"I learned something useful for my professional life"***

92% agreed or strongly agreed\*

***"I will recommend the Summit to my colleagues"***

95% agreed or strongly agreed\*



\*From 2022 OBS Post Event Survey

# OBS Builds Capacity



- The OBS is the only platform in Canada that focuses on sharing best practices and innovation in terms of cycling and active transportation with the municipal sector
- The OBS is a conference that builds the capacity and knowledge of cycling advocates, enhancing their effectiveness
- The OBS builds the capacity of the media by enhancing their understanding, educating them on the issues important to the cross-sectoral stakeholders relevant to the cycling conversation



# OBS: Advancing Advocacy



- OBS is a critical platform for STR's partnerships in government with a primary focus on municipal and provincial governments (i.e. Mayors, Councilors, Members of Provincial Parliament and Cabinet Ministers)
- By providing a platform for leading decision makers, we create an opportunity to influence public policy and decision making
- OBS is a platform for making the case for enhanced support by governments and framing our advocacy agenda professionally
- OBS supports our advocacy agenda by attracting positive media and PR
- The OBS mobilizes cycling advocates and gives them the tools they need to be effective so that they can advance cycling at the local level with Mayors and Councilors and Members of Provincial Parliament.



# OBS: Mobilizing for Change



- Modelled after the National Bike Summit in Washington the OBS creates a positive opportunity for framing cycling as an endeavor that has growing support from a critical group of stakeholders – politicians, citizens, city planners and engineers, private sector
- By investing in polling STR changes the conversation about cycling to one that is evidence-based rather than the sometimes polarized conversation that it can be – one that sometimes pits citizens against each other for example
- By showcasing our polling and research at the OBS we assist municipalities to make the case for more investment, and we assist our advocacy stakeholders in their efforts to do the same



Thank you. We look forward to seeing you at the 2025 OBS!

Questions/Discussion

Subha Ramanathan

Manager, Programs and Partnerships

[subha@sharetheroad.ca](mailto:subha@sharetheroad.ca)

Eleanor McMahon – Founder and Chair

[Eleanor.mcmahon80@gmail.com](mailto:Eleanor.mcmahon80@gmail.com)







**Committee Matters: SCM 130/2025**

**Subject: Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held March 4, 2025**



## Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

**Meeting Date:** Tuesday, March 4, 2025  
**Time:** 4:00 PM  
**Location:** Essex County Civic Centre  
Council Chambers, 2<sup>nd</sup> Floor  
360 Fairview Avenue West  
Essex, Ontario N8M 1Y6

### Attendance

#### Board Members:

Gary McNamara – Chair	County of Essex
Michael Akpata	County of Essex
Rob Shepley	County of Essex
Gary Kaschak – Vice Chair	City of Windsor
Jim Morrison	City of Windsor

#### EWSWA Staff:

Michelle Bishop	General Manager
Steffan Brisebois	Manager of Finance & Administration
Cathy Copot-Nepszy	Manager of Waste Diversion
Tom Marentette	Manager of Waste Disposal
Madison Mantha	Project Lead
Teresa Policella	Executive Assistant

#### City of Windsor Staff:

Tony Ardovini	Deputy Treasurer Financial Planning
Jim Leether	Manager of Environmental Services
Mark Spizzirri	Manager of Performance Management and Business Case Development

#### County of Essex Staff:

Melissa Ryan	Director of Financial Services/Treasurer
David Sundin	Solicitor/Interim Director, Legislative and Community Services

#### Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Hilda MacDonald	County of Essex
Kirk Walstedt	County of Essex
Kieran McKenzie	City of Windsor
Mark McKenzie	City of Windsor

## 1. Call to Order

The Chair called the meeting to order at 4:00 PM.

## 2. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest and none were noted. He further expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time.

## 3. Approval of the Minutes

Moved by Michael Akpata

Seconded by Gary Kaschak

**That** the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated February 4, 2025, be **approved and adopted**.

**25-2025  
Carried**

## 4. Business Arising from the Minutes

No items were raised for discussion.

## 5. Waste Diversion

### A. Circular Materials Notice Re: Single-Stream Recycling

The General Manager presented the report regarding the correspondence received from Circular Materials (CM) on October 10, 2024, regarding the change from a dual-stream recycling system to a single-stream recycling system effective January 1, 2026, for all Eligible Sources (ES) in the City of Windsor (City) and seven County of Essex (County) municipalities.

Due to the lack of response or sense of urgency by CM regarding the Authority's concerns, Administration is recommending a letter signed by the General Manager, Chair and Vice Chair be issued to the CM President and Board of Directors. A draft letter that refers to the regulations is attached to the report.

The following are concerns raised by Authority Administration that have not yet been resolved:

- The timing of the single-stream launch may confuse residents with the Green Bin Program launch and cart roll-out.
- How will Circular Materials address capacity issues in households that normally require more than one cart to set out their recycling? Will loose cardboard be allowed alongside the 95G cart? CM has confirmed that

their collection contractor, GFL, will not be collecting loose cardboard at the curb. This is a significant issue.

- What is the plan to reuse/recycle currently used recycling boxes/carts that may not be compatible with the new 2026 program? CM has stated that the bins are not their assets so it is their position that the communications regarding what to do with them is not their responsibility and further they should not be communicating on something that is not theirs. Administration is looking for a definitive answer on how they will support the Authority so the bins are not disposed of in the Regional Landfill.

The Chair asked if there were any questions.

Mr. Kaschak stated he is in support of the letter being sent to CM.

Mr. Morrison commended Administration for moving forward with this. He asked if there is anyone at the provincial level or AMO that could help with this.

The General Manager noted that the Ministry of Environment and Conservation and Parks (MECP) has tasked the Resource Productivity and Recovery Authority (RPPRA) with the responsibility of enforcing the program per the regulations. She noted that the Chair and Vice Chair also suggested reaching out to the local MPPs. She noted that some of the issues may not get resolved but ultimately CM is required to pick up the material, per the regulation. If there is no resolution, residents will need to call and say that their material is not being picked up. She noted that a 95-gallon cart may be good for most residents but for anyone who puts out a lot of material, it may not be sufficient. The material will need to be packed properly. CM has stated that they are responsible for the program and therefore they can operate the way they want.

Mr. Morrison noted the frustration and to advocate the best we can.

Mr. Akpata asked why is CM making this difficult.

The General Manager responded that it comes down to cost. It is the Authority's understanding that GFL was the only bid in the region in response to CM's collection RFP. GFL's bid included moving to 95-gallon automated collection in 2026. The single-stream process causes less wear and tear on vehicles and is more efficient resulting in cost savings.

The Manager of Waste Diversion noted that CM has been challenging to work with on this single-stream collection change. The Authority's letter may encourage CM to approach GFL to pick up all the material. The Authority won't be backing down on addressing uncollected material and if enough calls are received from residents, the Authority will push additional communications to residents to contact CM.

The Chair commented that it has taken decades to work with residents to recycle properly. He will have a difficult time if they leave material at the curb. This region has been an example for the province on how recycling should be done and hopefully, we will receive support from other jurisdictions.

Mr. Kaschak commented that the inconsistencies across the province do not help.

The Manager of Waste Diversion noted that the communications department at CM has been the most receptive. They understand the importance of onboarding the residents. She indicated possibly forming a working group to assist and encourage residents to continue to recycle.

There were no further questions.

Moved by Gary Kaschak

Seconded by Rob Shepley

**That** the Board **receive** this report as information and **direct** Administration to issue formal communication co-signed by the Authority Chair, Vice-Chair and General Manager to Circular Materials requesting a timely resolution to all outstanding concerns regarding recycling program changes being implemented on January 1, 2026.

**26-2025  
Carried**

#### B. Non-Eligible Recycling Program Update

The Manager of Waste Diversion provided an update to the Board on the Non-eligible Source Recycling (NES) program. She explained the approach that Administration intends to utilize to facilitate discussions and ultimately assist the Board in deciding whether to continue providing the service beyond December 31, 2025.

Authority Administration will prepare a detailed analysis of the existing program. The findings will be presented to the Board at a future meeting. Upon completion of the evaluation, a recommendation will be brought forward on how to proceed in 2026.

As outlined in the report, the following steps will be taken and data gathered in the following areas:

Step 1: Secure Processing Capacity with the Current Processor HGC

Step 2: Collection Options and Analysis

Step 3: Data

Step 4: Program Parameters

### Step 5: NES at Authority Depots

Both the 2024 and 2025 costs will form part of the financial analysis. The City will provide 2024 actual costs shortly.

The Chair asked if there were any questions.

Mr. Kaschak commented that we don't want to leave these goods at the road but cost is key.

Moved by Rob Shepley

Seconded by Jim Morrison

**That** the Board **receive** the report as information.

**27-2025**  
**Carried**

### C. Annual Municipal Calendar Development Process Update

The Manager of Waste Diversion provided an update on the new "enhanced" development process of the 2026 municipal collection calendars.

In January, a thorough review of the process was conducted. A meeting was also held with municipal partners to address their concerns. As a result of this meeting, the following enhanced process was developed. The Manager of Waste Diversion described the new process that includes increasing the timeline from 4 to 8 months and a two-stage development process with sign-offs by municipalities at each stage. There are no financial implications at this time. She noted that more staff time will be required and staff resources will be monitored.

The Chair asked if there were any questions.

Mr. Morrison stated that he received emails from residents that the City collection calendar had the wrong information.

The Manager of Waste Diversion responded that the Authority's Communications Coordinator shared this information with the City and is working with City staff to have this corrected.

Mr. Shepley commented that he appreciates all the work at the Authority has put into this process.

There were no further questions.

Moved by Rob Shepley

Seconded by Gary Kaschak

**That** the Board **receive** this report as information.

**28-2025**

**Carried**

## **6. Waste Disposal**

### **A. Budget Update: Cell 5N Construction at the Regional Landfill**

The Manager of Waste Disposal stated the purpose of the report was to request the Board's approval for an increase in the upset limit for the Cell 5 North Construction project to cover additional costs due to unexpected increases in estimated sand and unusable soil quantities. Although the project is not expected to be completed until approximately July 2025, the project will exceed the original upset limit that was previously approved by the Board.

The original quantities for procurement were overseen by WSP (Engineering Consultant), however, it is noted that the quantities provided within the Tender were estimates, which may not have accurately reflected the actual quantities at the start of the project. The Authority has requested WSP provide a detailed estimate of the project's final cost including all work to date and anticipated future work. The Manager of Waste Disposal referred to Table 1 on page 30 of the agenda package which included a financial summary of the significant variances to the tender prices which resulted in a difference of \$1,146,826, excluding HST. There are no financial implications to the 2025 budget. As part of the 2026 Operating Plan and Budget, Administration will attempt to provide cost saving measures and other revenue generating strategies to reduce the financial impact associated with the increased cost of the project.

The Chair asked if there were any questions.

Mr. Morrison asked if the contractor was absorbing any of the costs and if the contractor should have conducted testing.

The Manager of Waste Disposal responded that soil boring tests were conducted by WSP. The contractor is under obligation to build according to the specifications. The quantity of unusable material has to be trucked somewhere and there is a cost associated with this. The contractor is not guaranteed what is in the ground.

Mr. Morrison commented that this will affect the budget in 2026. He asked if the forecasted 4.1% annual increase in the municipal assessment would be in jeopardy.

The General Manager responded that while Administration would have preferred knowing the volume of unusable material at the onset of the project, the cost would likely still be the same because the contractor is paid based on the number of cubic metres of material moved. As for the financial implication, the cost of cell development is spread out over the remaining useful life of the landfill. The figures are based on the estimated cost for the remaining cells to be developed through 2040. This will impact 2026 through 2040 as estimates are prepared. The final financial implications will be determined once the cell is

complete and all costs have been finalized. When there is a cell development, a survey is completed and the beginning and end of the project in order to determine actual quantities. Some savings may be realized at the end of the project when the final survey is completed.

Further discussion took place regarding the uncertainty of the material found during the excavation of large areas of land. Even with sampling in place, it is often difficult to be certain of the nature of the material being excavated.

Moved by Gary Kaschak

Seconded by Rob Shepley

That the Board **approve** the request for an increase in the upset limit for the Regional Landfill, Cell 5 North Construction (Tender Contract 9-2024) with a revised upset limit from \$12,035,300 (plus HST) to \$13,182,126 (plus HST).

**29-2025**  
**Carried**

## **7. Finance and Administration**

### **A. Appointment of External Auditor 2025 to 2029**

The Manager of Finance presented the report and recommended that the Board approve the reappointment of KPMG LLP (KPMG) as the Authority's external auditor for a five-year term commencing on January 1, 2025.

He noted that KPMG is also the external auditor for both the County and the City. Further, since the Authority's financial statements are consolidated with the County and the City, utilizing the same auditor provides efficiencies during the audit process and cost-savings. KPMG was also reappointed as the County's auditor.

The actual cost of audit fees of \$17,000 for 2025 will result in a \$2,000 unfavourable variance compared to the \$15,000 estimate presented in the 2025 Operational Plan and Budget.

Moved by Rob Shepley

Seconded by Jim Morrison

**That** the Board **approve** the reappointment of KPMG LLP as the Essex-Windsor Solid Waste Authority external auditor for a five-year term commencing on January 1, 2025.

**30-2025**  
**Carried**

## **8. New Business**

No new items were presented.



## 9. Other Items

No other items raised for discussion.

## 10. By-Laws

### A. By-Law 6-2025

Moved by Gary Kaschak

Seconded by Michael Akpata

**That** By-Law 6-2025, Being a By-Law to **reappoint** KPMP LLP as the Essex-Windsor Solid Authority External Auditor for a five-year term commencing January 1, 2025.

**31-2025  
Carried**

### B. By-Law 7-2025

Moved by Gary Kaschak

Seconded by Jim Morrison

**That** By-Law 7-2025, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be **adopted** this 4<sup>th</sup> day of March, 2025.

**32-2025  
Carried**

## 11. Next Meeting Dates

Tuesday, April 1, 2025

Tuesday, May 6, 2025

Tuesday, June 3, 2025

Wednesday, July 9, 2025

Wednesday, August 13, 2025

Wednesday, September 10, 2025

Tuesday, October 7, 2025

Tuesday, November 4, 2025

Tuesday, December 2, 2025

## 12. Adjournment

Moved by Rob Shepley

Seconded by Jim Morrison

**THAT** the Board stand **adjourned** at 5:04 PM.

**33-2025  
Carried**

All of which is respectfully submitted.



**Gary McNamara**  
**Chair**



**Michelle Bishop**  
**General Manager**

**Subject: Ford Test Track Neighborhood Road Safety Study – Ward 5**

**Reference:**

Date to Council: May 28, 2025

Author: Ray Sayyadi

Transportation Engineer

519-255-6100 ext. 6826

gsayyadi@citywindsor.ca

Public Works - Operations

Report Date: 5/5/2025

Clerk's File #: ST2025

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

**Recommendation:**

- I. THAT the Administration **BE DIRECTED** to implement low-cost traffic calming and safety countermeasures along Milloy Street (from Drouillard Road to George Avenue), Central Avenue (from Seminole Street to Tecumseh Road) and Westcott Road (from Seminole Street to Tecumseh Road), at a cost of \$7,445 and to be funded from Project 7069022 Traffic Calming Initiatives, and;
- II. THAT the Administration **BE DIRECTED** to enhance parking enforcement at the Ford Test Track area particularly at the time of events.

**Executive Summary:**

N/A

**Background:**

As a part of the decision made at the City Council Meeting on October 16, 2023, the following direction was given through CR421/2023 DHSC 548: *"That administration **BE REQUESTED** to conduct a traffic analysis of the immediate surrounding neighbourhood and to come forward with recommendations for Council's consideration to address parking concerns and general traffic issues."*

This report is provided in response to CR421/2023 DHSC 548.

## **Discussion:**

At the Development and Heritage Standing Committee on September 11, 2023, and at the City Council meeting of October 16, 2023, concerns were brought forward by residents related to parking and behaviour of drivers trying to find parking when the Ford Test Track Park is hosting events. Additional complaints were received with regards to speeding and traffic movement via 311.

Administration conducted a general traffic study in the immediate surrounding neighbourhood to investigate traffic volume/speeds, collision history and parking capacity. Opportunities for traffic calming and providing accessibility to on-street parking were also examined.

As shown in Appendix A, the primary land use in the study area is residential. Other land uses in this area include the Ford Test Track Park, a regional park, two educational institutions, a fire station and a cemetery. Within the study area, all the roads are classified as local/residential streets while boundary roads are classified as Arterial/Collector, both with posted speed limits of 50 km/hr.

## **Traffic Volume and Speed**

Traffic volume and speed characteristics of the area were evaluated using different historical data scenarios such as different time periods, different days, different times of days, peak and off-peak times.

Traffic volume was found to be distributed from 20 to 4247 vehicles per day (veh/day) on the local/residential streets within the study area (refer to Appendix B). Higher traffic volume of local/residential streets (1284-4247 veh/day) are highlighted in lighter green on Milloy Street and Central Avenue, while the lower traffic volume (20-1284 veh/day) is shown on almost all remaining local/residential roads. Higher traffic volumes (above 4247 veh/day) were observed on the boundary collector/arterial streets as expected due to their classification and functionality. Overall, the traffic volume pattern is reasonably distributed within the study and meets the accepted volume guidelines for the road classifications. It is further expected that the new development proposal for 1646 Alexis Road will generate an additional 42 to 60 vehicular trips in the morning and afternoon peak hours respectively which will have a negligible impact to the overall neighborhood traffic volumes and flow.

The 85<sup>th</sup> percentile speed evaluation shows that 85 percent of drivers are driving at speed of 24km/h on local/residential streets (posted speed of 50 km/h) to 63km/h on boundary collector/arterial streets with the same posted speed limits (Refer to Appendix C).

Overall, the study shows that speed is not a concern on most of the residential streets except some segments of Milloy Street, Central Avenue and Westcott Road where speeds exceeded the 85<sup>th</sup> percentile speeds (between 50 and 57km/h). The highest

85th percentile speeds (above 50 to 63 km/h) are shown on boundary collector/arterial streets, as expected due to the higher classification of the roads. Further, the Windsor Police Traffic Enforcement Unit has not received any Road Watch complaints for this area and, in their opinion, do not believe a speeding issue exists. Traffic calming initiatives are proposed for several locations on local/residential and collector streets where needed (refer to Appendix D).

## **Collision History**

Historical collision data indicated that 135 collisions have occurred over the past 6 years (2019 to 2024) which were distributed all over the study area. 68 collisions occurred at (or were related to) intersections, 34 collisions occurred at non-intersection locations and 32 collisions occurred at or near private driveways. The intersection of Milloy Street and Westcott Road (11 collisions over 6 years) has the highest collision frequency of the area followed by the intersections of Milloy Street/Central Avenue and Milloy Street/Chandler Road. The remaining intersections and road segment within the study area did not demonstrate historical collision frequencies of concern.

To evaluate the collision study for safety performance, safety improvement and define priority, collision rate was considered based on factors such as traffic volume, duration of analysis and severity of collisions; in addition to collision frequency. For intersection of Milloy Street and Westcott Road, the collision rate indicated that approximately 1.34 vehicles are involved in an accident out of every 1,000,000 vehicles entering the intersection. This historical collision data does not reveal any noticeable location requiring immediate attention and safety improvement.

Additionally, the collisions have a constant pattern over the 6 years of study duration except a low point due to the COVID pandemic public restrictions (Refer to Appendix E). An expected linear relationship between increased traffic flows and increases in collisions was observed.

Overall, the study depicts that the road collisions in the area that occur at the intersections are due the fact that some drivers do not obey the STOP signs and/or fail to yield the right-of-way.

## **Off-street Parking Capacity**

Council Report S 12/2024 (July 22, 2024) recommended improvements to the parking capacity at the Ford Test Track Park to help with on-street parking infiltration. From this Report, Council requested Administration to prioritize upgrading the existing parking lots in lieu of building a new lot to the west of the Ford Test Track Park property. A total of 475 spaces are available in the existing parking lots with the opportunities to add 66 spaces for a total of 541 spaces. As part of the approved 2025 capital budget funds were allocated to support improvements to the Seminole Street parking lot as approved via CR309/2024. This project is underway, and weather permitting is anticipated to be completed in late Spring 2025.

## **On-street Parking Capacity**

Parking demand is in normal condition for the area and plenty of on-street parking is available when no events are scheduled. Cadillac Street to the west of the neighbourhood, was the only street close to the Track that had time-permitted parking. Lack of parking availability is mostly at the immediate area of the entrances when larger events are taking place, usually on Saturdays. It was observed that drivers prefer to park closer to their event location instead of parking in one of the two lots distanced further from the event. To address this concern the Parks, Recreation & Facilities department locks the pedestrian entrance gates to Ford Test Park along Central Avenue during peak usage as per CR577/2005.

## **Traffic Calming and Speed Management**

Various Traffic Engineering factors were evaluated to address resident concerns in the study area. While no immediate traffic or safety related problems were found, a number of traffic calming initiatives are recommended (refer to Appendix D) to implement some low-cost traffic calming initiatives on Milloy Street, Central Avenue and Westcott Road as follows:

- Advisory pavement markings to encourage a lower-speed environment,
- Advisory warning signs to alert drivers to potential hazards ahead, and
- Addition of new Community Safety Zones (CSZs) on Seminole Street (between Central Avenue and Chandler Road) and Milloy Street (between Chandler Road and Central Avenue) through application of the City's Community Safety Zone Policy (as part of Report CAO 90/2025). Future signage and implementation of these CSZs will allow for the future use of Automated Speed Enforcement (ASE) as/if deemed necessary.

Additionally, the applicability and feasibility of potential implementation of road vertical deflection measures (i.e. speed humps, raised intersections/crossings) were explored and assessed. Given primary emergency response routes for Fire Station 2 are Chandler Road south to Tecumseh Road, and Milloy Street, east to George Avenue or west to Drouillard Road, such vertical deflection considerations are not recommended on these routes as they have the potential to affect response time (i.e. increase response time by much as 10 seconds per speed hump).

Currently, enforcement is on a complaint driven basis by residents or from the Parks, Recreation & Facilities staff who cannot perform their duties due to illegally parked vehicles. The City's Enforcement contractor also monitors this area as part of normal patrol operations throughout the day. Parks, Recreation & Facilities also advises advance notice to Parking Enforcement regarding any scheduled planned usage in the

park area. It is additionally recommended that parking enforcement be enhanced in this area during scheduled events at the Ford Test Track Park.

### **Risk Analysis:**

There are no risks associated with receiving this report.

### **Climate Change Risks:**

#### **Climate Change Mitigation**

N/A

#### **Climate Change Adaptation**

N/A

### **Financial Matters:**

The cost to implement the proposed traffic calming plan will be funded with existing funding remaining in Project 7069022 Traffic Calming Initiatives. There is currently \$365,000 in funding available in Project 7069022 which is sufficient to fund the proposed traffic calming measures in this report. These initiatives can be further supported through planned ASE implementation and focused parking enforcement.

**Table 1: Track Traffic Calming and Safety Improvement Costs**

Item	Quantity	Unit Price	Total (\$)
On Pavement Marking "SLOW" with Paint	16	\$ 400	\$ 6,400
Warning Signage "Cross Traffic Does Not Stop" (Wa-19, 90cmx90cm)	2	\$ 180	\$ 360
"Cross Traffic Does Not Stop" Regular Tab	2	\$ 40	\$ 80
Stop Ahead Warning Signage (Wb-1, 75cmx75cm)	2	\$ 125	\$ 250
<b>Subtotal</b>			\$ 7,090
Contingency e.g. (5% of subtotal cost)			\$ 355
<b>TOTAL</b>			<b>\$ 7,445</b>

There will be \$0 HST costs related to the proposed safety improvements as all signage and painting will be completed internally by the Transportation Maintenance Division of Public Works.

Annual maintenance costs for painting and damage repairs are estimated to be approximately \$7,000. Any increase in funding required to address annual maintenance costs will be submitted for consideration through the annual operating budget process if deemed necessary.

**Consultations:**

Awele Italiano, Road Safety Coordinator, Transportation Road Safety

Clare Amicarelli, Road Safety Coordinator, Transportation Road Safety

Bill Kralovensky, Manager, Transportation Operations

James Waffle, Fire Chief, Windsor Fire and Rescue Services

Chris Werstein, Executive Office Inspector, Windsor Police Services

Cindy Becker, Financial Planning Administrator, Financial Planning

Michael Dennis, Manager of Strategic Budget Development and Control, Asset Planning

James Chacko, Executive Director – Parks, Recreation & Facilities

**Conclusion:**

There is no evidence of a continuous speeding problem, dangerous driving behaviours or intensive traffic volume surcharge. It is believed that a number of low-cost traffic calming initiatives can be implemented within this area. Parking concerns during major events at the Ford Test Track Park can be well managed by increasing parking enforcement during such events.

**Approvals:**

Name	Title
Mark Spizzirri	Manager of Performance Measurement and Business Case Development Financial Planning
Ian Day	Senior Manager, Transportation
Phong Nguy	(A) Executive Director of Operations and Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

N/A



**Appendices:**

Appendix A: Study Area Limits and Land Use

Appendix B: Average Daily Traffic Distribution in the Study Area (Jan-Jun 2024)

Appendix C: 85th Percentile Speed Distribution in the Study Area (Jan-Jun 2024)

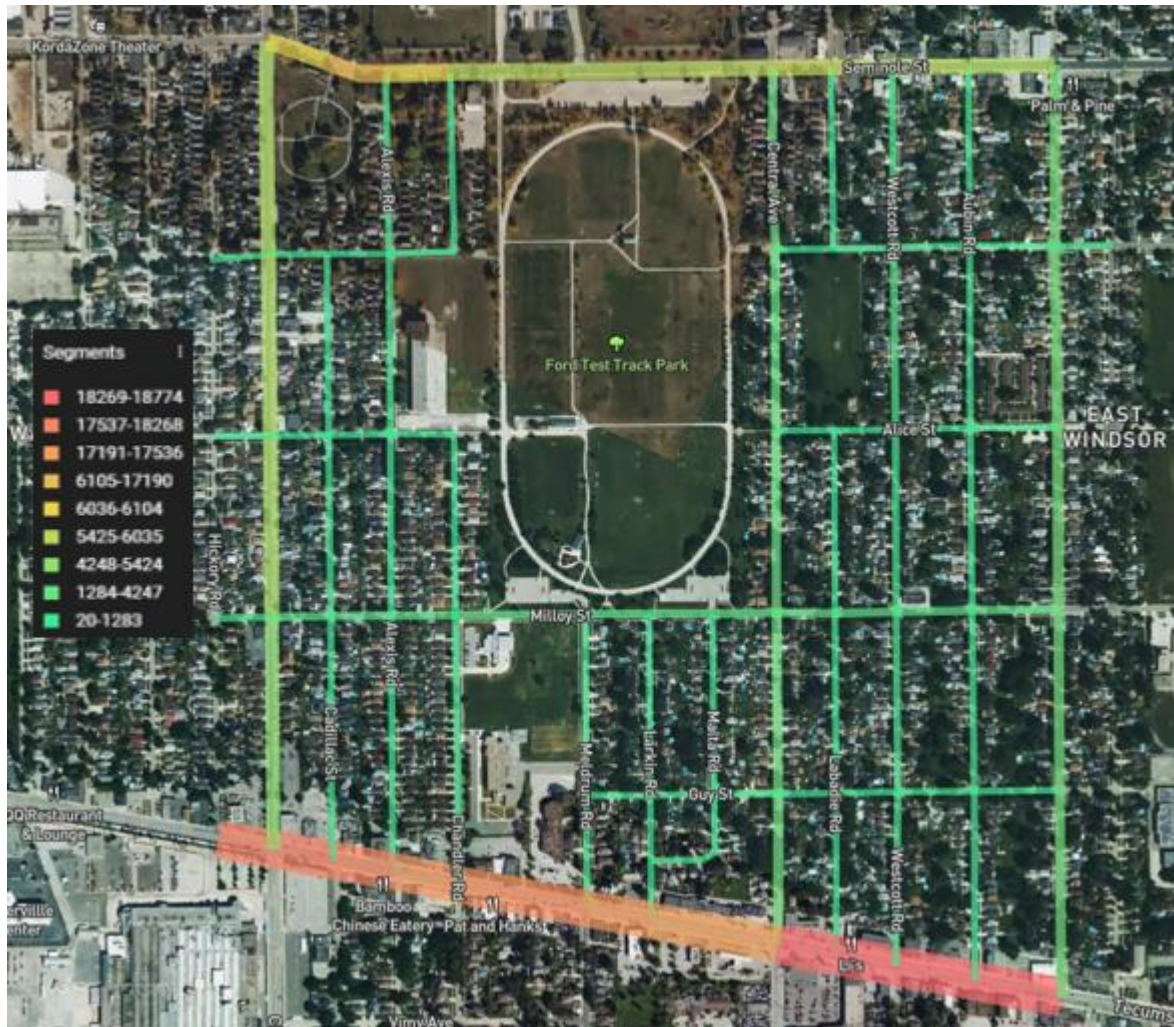
Appendix D: Proposed Design Plan

Appendix E: 2019-2024 Collision Counts in the Study Area

## Appendix A: Study Area Limits and Land Use



## Appendix B: Average Daily Traffic Distribution (Vehicles per Day) in the Study Area (Jan-Jun 2024)





### Appendix C: 85th Percentile Speed Distribution in the Study Area (Jan-Jun 2024)



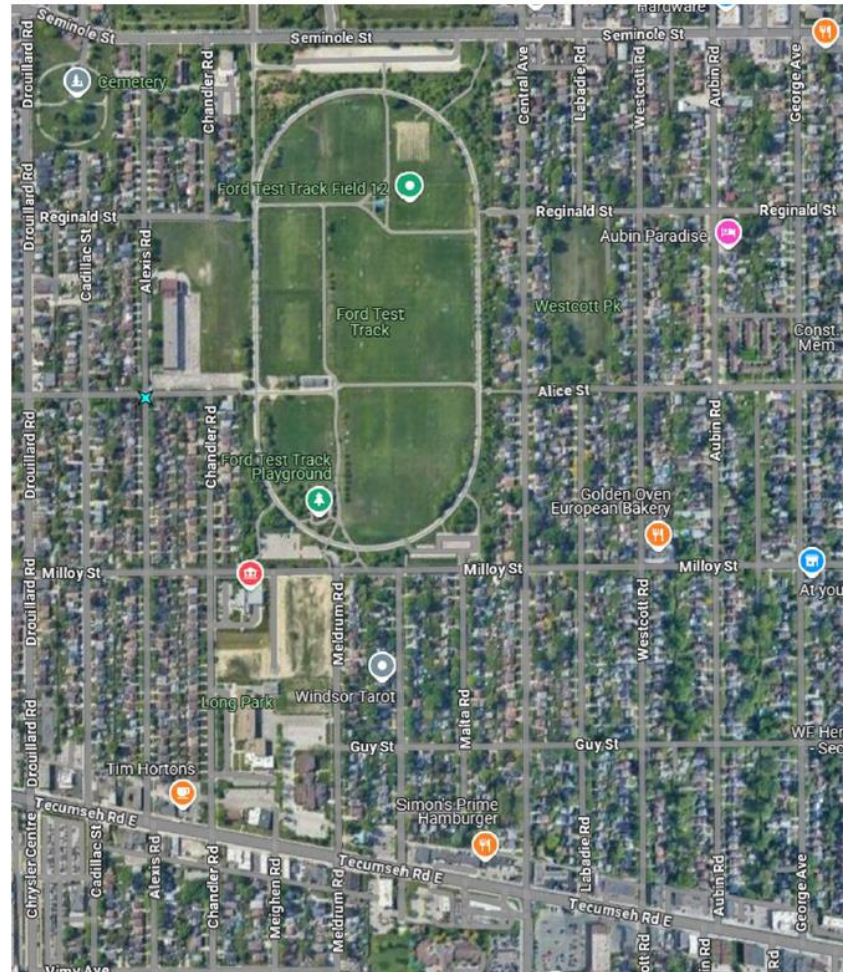
## Appendix D: Proposed Design Plan

# WARD 5 Ford Test Track

**SEMINOLE ST TO TECUMSEH RD E &  
DROUILLARD RD TO GEORGE AVE**

Created on: April 23, 2025, by Awele Italiano

Location	# Pavement Markings	# Warning Signage
Milloy Street	8	0
Central Avenue	2	0
Westcott Road	6	6
<b>TOTAL</b>	<b>16</b>	<b>6</b>





**WARD 5 – FORD TEST TRACK – MILLOY ST**

*Milloy St at Chandler Rd*

Paint two new pavement markings "SLOW" as shown below.



**WARD 5 – FORD TEST TRACK – MILLOY ST**

*Milloy St at Malta Rd*

Paint two new pavement markings "SLOW" as shown below.

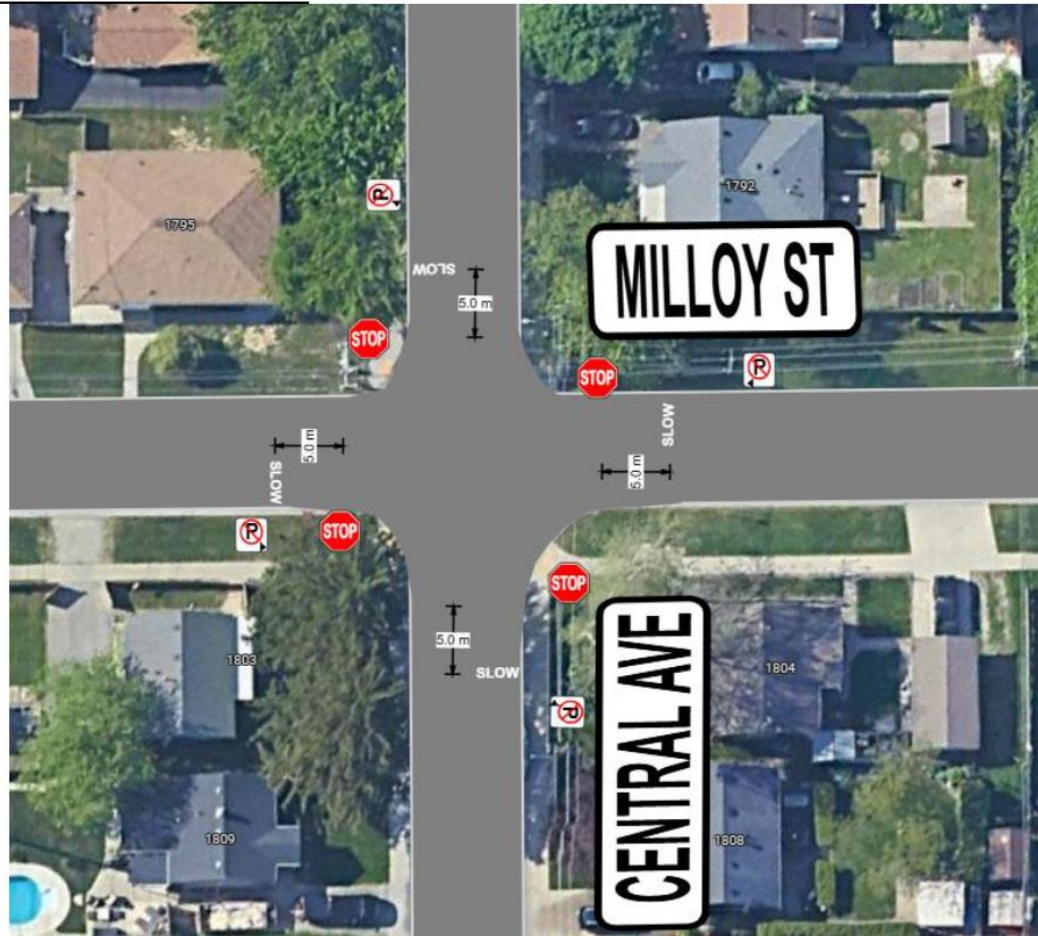




**WARD 5 – FORD TEST TRACK – MILLOY ST**

*Milloy St at Central Ave*

Paint four pavement markings “SLOW” at approximately 5m from each stop sign



13.33 x 750 in



**WARD 5 – FORD TEST TRACK – MILLOY ST**

*Milloy St at Westcott Rd*

Paint two new pavement markings "SLOW" on Milloy St and install "Cross Traffic Does Not Stop" tab under each stop sign as shown below.



13.33 x 750 in

**WARD 5 – FORD TEST TRACK – WESTCOTT RD**

*Westcott Rd at Reginald St*

Paint two new pavement markings "SLOW" as shown below.



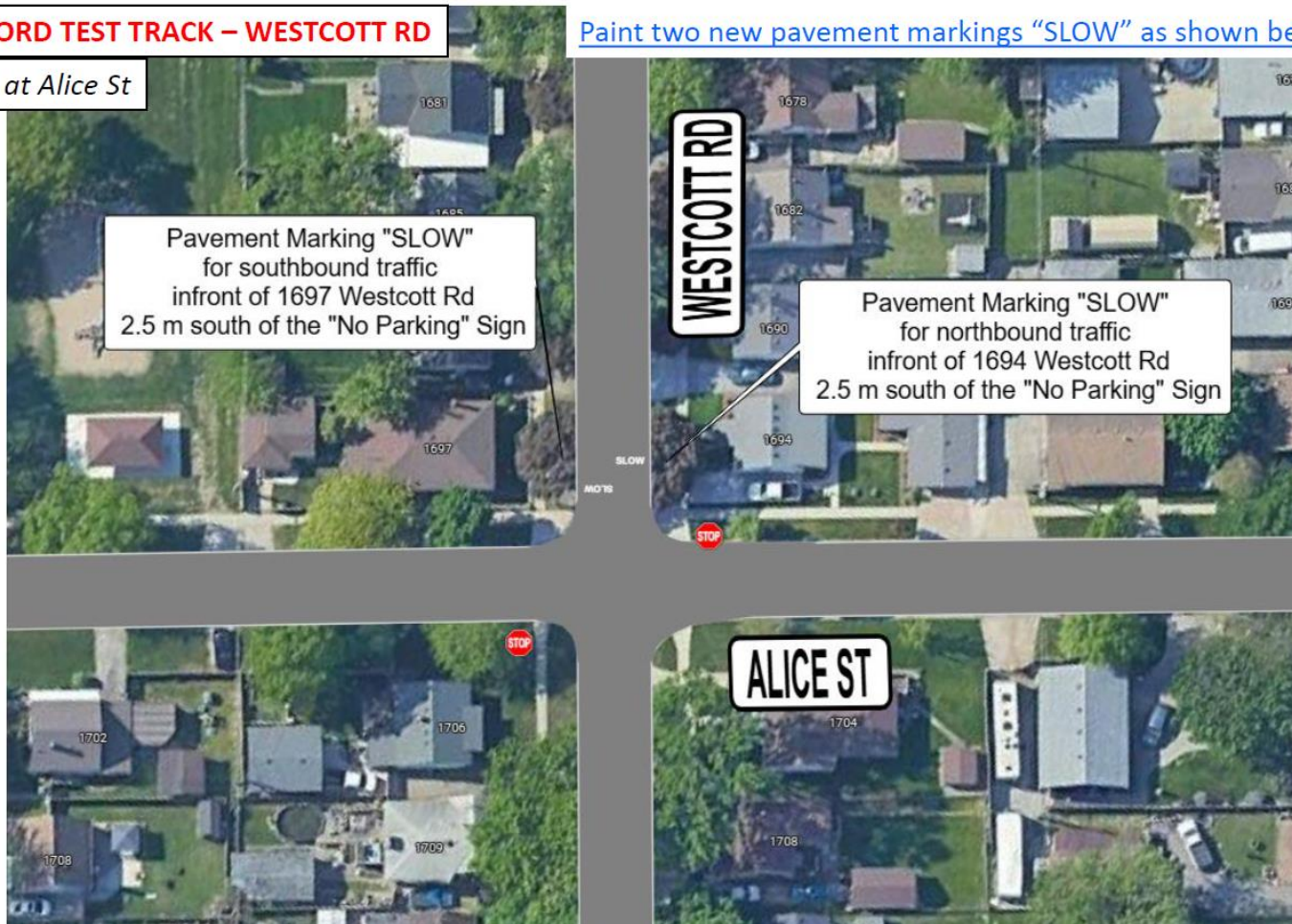
13.33 x 750 in



**WARD 5 – FORD TEST TRACK – WESTCOTT RD**

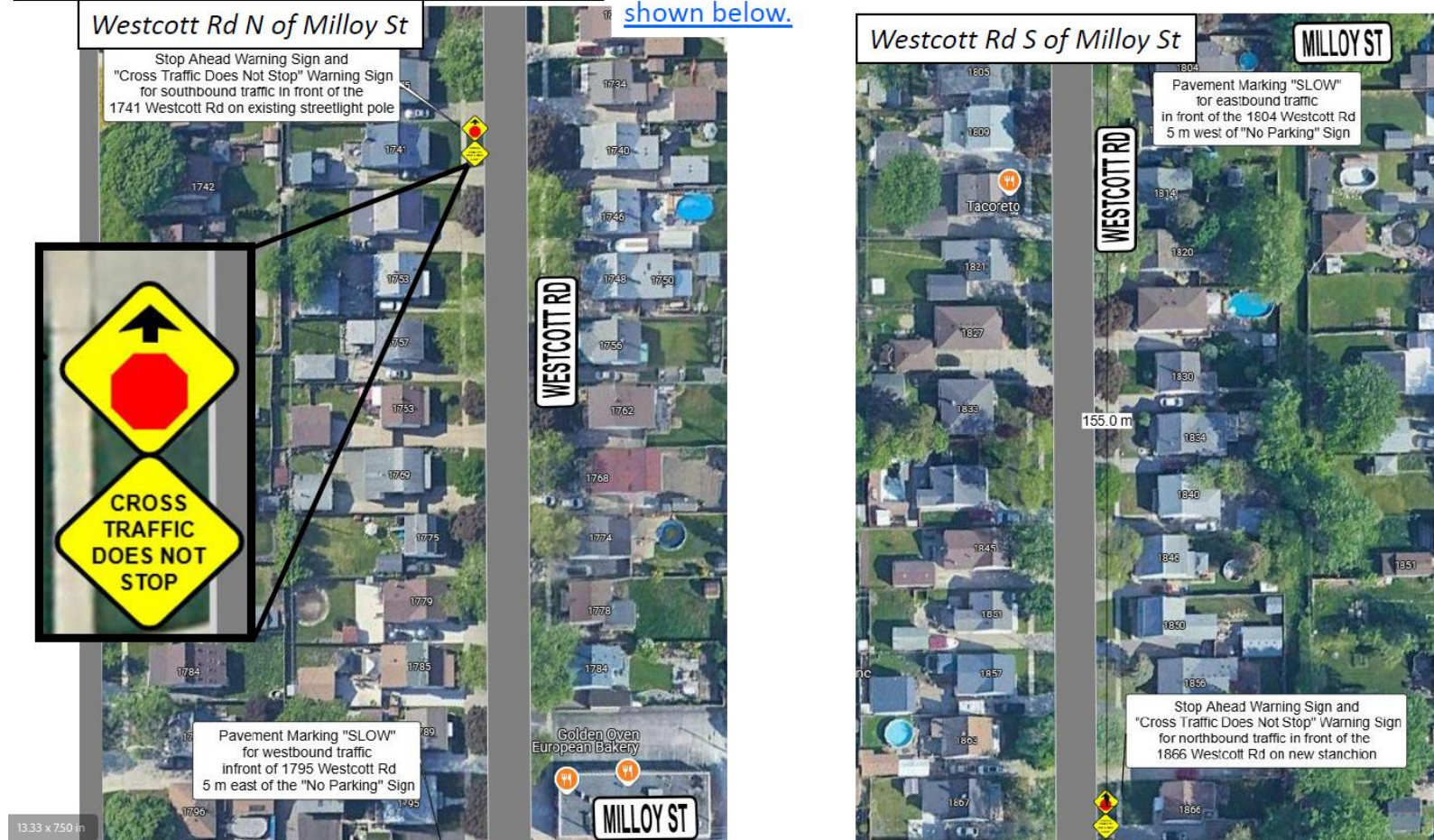
*Westcott Rd at Alice St*

Paint two new pavement markings "SLOW" as shown below.



## WARD 5 – FORD TEST TRACK – WESTCOTT RD

Place the stop ahead and the “Cross Traffic Does Not Stop” warning sign as shown below.

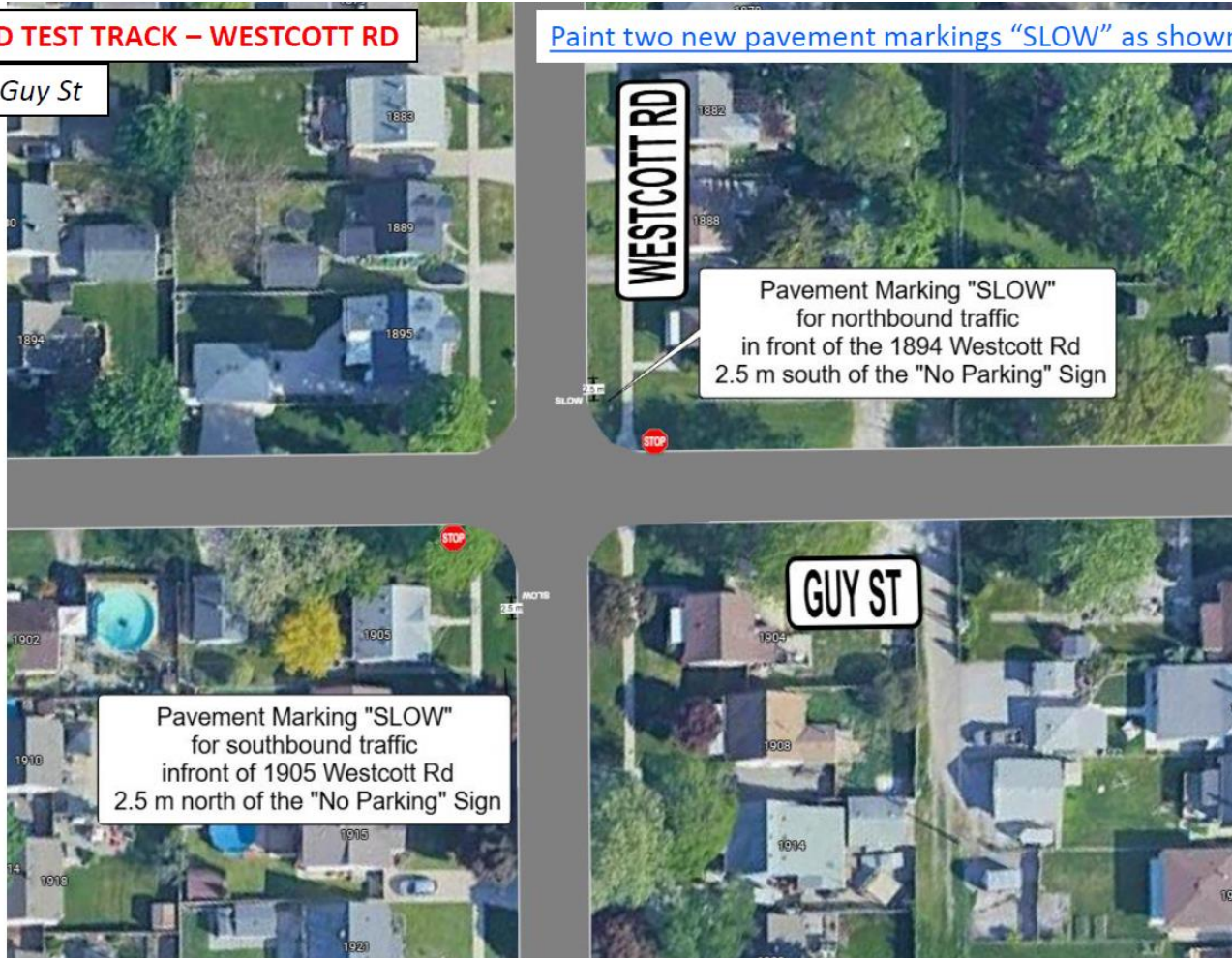




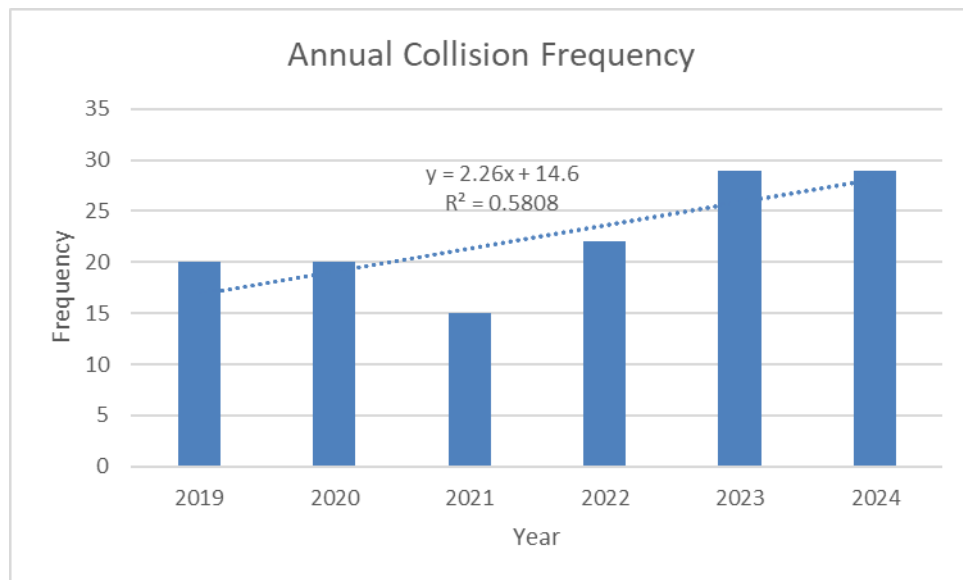
**WARD 5 – FORD TEST TRACK – WESTCOTT RD**

*Westcott Rd at Guy St*

Paint two new pavement markings "SLOW" as shown below.



## Appendix E: 2019-2024 Collision Counts in the Study Area



**Subject: Impact of Changes to the Conservation Authorities Act on the City of Windsor - City Wide**

**Reference:**

Date to Council: May 28, 2025

Author: Daniel Lopez

Engineer II

(519) 255-6257 Ext. 6402

[dlopez@citywindsor.ca](mailto:dlopez@citywindsor.ca)

Development - Engineering

Report Date: 5/6/2025

Clerk's File #: GP2025

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

**Recommendation:**

That the report of the Engineer II dated May 6, 2025 entitled "Impact of Proposed Changes to the Conservation Authorities Act on the City of Windsor-City Wide" **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

A motion was passed during the correspondence portion of the April 22, 2024 City Council meeting regarding Environment Registry of Ontario (ERO) ERO-019-7891 and Ministry of the Environment, Conservation & Parks (MECP) announcement of new Regulation to Replace Municipal Class Environmental Assessment process:

**Decision Number: CR146/2024**

*That the administrative memo from the from the Commissioner, Infrastructure Services and City Engineer dated March 14, 2024 regarding City of Windsor Feedback Regarding ERO-019-7891 and the letter from the Executive Director, Municipal Engineers Association dated February 26, 2024 regarding the Ministry of the Environment, Conservation & Parks (MECP) Announcement of new Regulation to Replace Municipal Class EA **BE RECEIVED**; and,*

*That administration **BE REQUESTED** to report back outlining the impact of the changes to the Conservation Authorities Act on the City of Windsor as it relates to the measures that are being contemplated in the legislation that the Province is bringing forward.*

Further, another motion was passed at the April 22, 2024 meeting relating to the Notice of Regulation Proposal regarding Minister's Permit and Review powers under the *Conservation Authorities Act* - ERO Posting # 019-8320:

**Decision Number: CR189/2024**

*That Administration **BE REQUESTED** to ask for the Conservation Authority's feedback on their view of the impact of the Conservation Authorities Act changes and the impact on the services that they provide to the City of Windsor. This report will identify the impact of the proposed changes to the Conservation Authorities Act on the City of Windsor as well as provide feedback received from the Essex Region Conservation Authority's (ERCA) as it relates to the proposal regarding Minister's Permit and Review powers under the Conservation Authorities Act - ERO # 019-8320 and the impact on the new regulation to replace the Municipal Class EA process.*

**Discussion:**

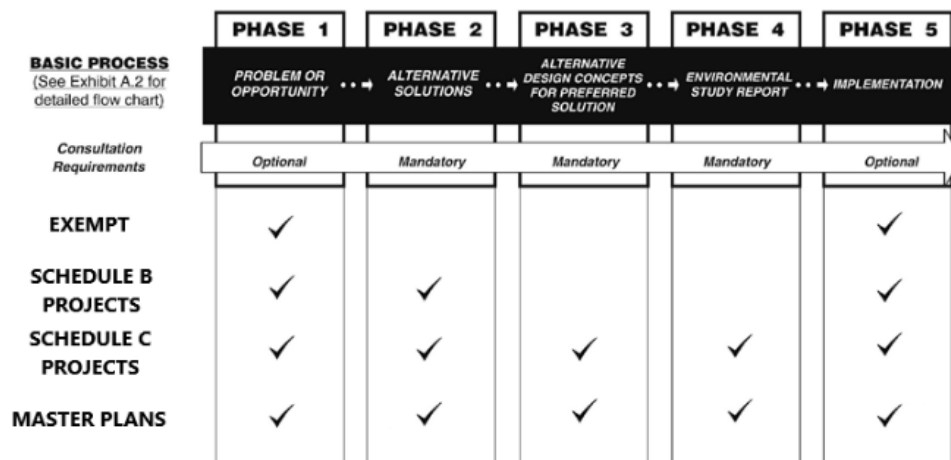
**Proposed Changes to the Municipal Class Environmental Assessment Process**

Under the existing Municipal Class Environmental Assessment (MCEA) process projects are classified under schedules based on the complexity and potential for environmental impact. **Figure 1** on the following page depicts the basic process which is required to be followed based on the schedule a project falls under. Descriptions of the schedules are provided below:

1. **Exempt:** Projects are limited in scale, have minimal adverse environmental impacts and are not required to undergo the environmental assessment process. Projects can proceed directly to Phase 5, implementation.
2. **Schedule B:** Projects have the potential for some adverse environmental impacts. The proponent is required to undertake a screening process, involving mandatory contact with the directly affected public and regulatory agencies, to ensure that they are aware of the Project and that their concerns are addressed. Schedule B Projects require that a Project File Report be prepared and made available for public review. Proponents undertaking Schedule B Projects are required to complete Phase 1 and 2 of the MCEA process.
3. **Schedule C:** Projects have the potential for significant environmental impacts and must proceed under the full planning and documentation procedures of the MCEA document. Schedule C projects require that an Environmental Study Report (ESR) be prepared and filed on the public record for review by the public and regulatory



agencies. Proponents undertaking Schedule C Projects are required to complete Phase 1 through 4 of the MCEA process.



**Figure 1: Key Elements of the MCEA Planning Process**

Under ERO-019-7891, MECP announced a new regulation proposed to revoke the existing MCEA and replace it with a new regulation known as the Municipal Project Assessment Process (MPAP). The proposed regulation aims to streamline the overall process by focusing on higher-risk projects while reducing delays for lower-impact projects. By narrowing the scope to more complex water, sewage, and shoreline/in-water works projects, this initiative could lead to faster approval times and a more predictable timeline for project completion.

The MPAP proposal includes a list of 17 projects which would be subject to the new process. The list is comprised of more complex projects currently classified as Schedule C under the current MCEA. Under the MPAP, all projects currently classified as Schedule B under the current MCEA would be exempt.

The City received a letter from the Municipal Engineers Association (MEA) on March 12, 2024 (attached as Appendix A), expressing support for the modernization efforts and providing several key recommendations:

- Increasing capacity thresholds for drinking water and sewage systems to 100,000 liters per day to better accommodate residential developments and avoid unnecessary burdens on small systems.
- Aligning EA requirements for drinking water and sewage systems to streamline the process.
- Considering additional EA regulatory controls to avoid redundancy.
- Developing training programs to help municipal practitioners implement the new MPAP efficiently and effectively.

- Supporting the proposal to revoke the existing MCEA and Private Sector Developers Regulation.
- Creating a municipal standard or best practice document to promote consistency and standardization across the province.

Administration supports all of the MEA's recommendations, and that support was confirmed in a formal response from the City to ERO-019-7891 on March 14, 2024.

Furthermore, the Regional Public Works Commissioners of Ontario (RPWCO) shared their submission in response to ERO 019-7891 on March 15, 2024 (attached as Appendix B). RPWCO's letter welcomes the opportunity to modernize and streamline the EA process to enable the acceleration of infrastructure to support housing and growth. To this end, the letter requests the following:

- Clear guidance from the Ministry on various aspects of the MPAP process including the process for addenda, emergency work, pre-consultation and stakeholder input.
- That with regards to potential private sector project exemptions, projects being undertaken by the private sector that will be assumed by the municipality follow the MPAP process to ensure a consistent level of oversight.
- The development of new processes by municipalities in coordination with regulatory agencies to avoid any delays in project delivery and ensure responsible decision-making.

The proposed changes are particularly timely given Windsor's transformative economic projects, such as the construction of the new Windsor/Essex Regional Acute Care hospital and the NextStar electric vehicle battery plant. These developments are driving a surge in housing demand and other growth-related investments.

While the focus on high-risk projects is beneficial, it is essential that Windsor maintains a balance to ensure that all projects contribute to sustainable development and environmental protection. The proposed changes could support Windsor's growth and infrastructure needs by providing a more streamlined and efficient framework for developing essential infrastructure. This alignment with the city's strategic goals and population growth is crucial for fostering long-term prosperity.

Proposed changes to Ontario's MCEA process for municipal infrastructure present significant opportunities for efficiency and focus. However, careful management of the transition and attention to potential oversight gaps will be important. Stakeholder consultation should remain a focus on all projects to ensure the needs of the community and adjacent property owners are identified and impacts mitigated appropriately.

Opportunity to provide comment on the proposed MPAP closed on March 17, 2024. To date, no final MECP decision has been noted regarding the proposed MPAP. Accordingly, proponents must continue to use the existing MCEA process in order to meet their EA Act requirements until such time if/when a new regulation is instituted.

## **Changes to the Conservation Authorities Act**

On April 1, 2024, three (3) new provincial regulations came into effect, revoking or amending previous regulations. New regulations and their impacts include:

1. *O. Reg. 688/21 Rules of Conduct in Conservation Areas* - revokes R.R.O. 1990, Reg 104 and S.29 under the Conservation Act is amalgamated into this new regulation.
2. *O. Reg 41/24 Prohibited Activities, Exemptions, and Permits* – revokes O. Reg. 158/06 and S.28 under the Conservations Act is amalgamated into this new regulation.
3. *O. Reg. 42/24 Mandatory Programs and Services* – amends O. Reg 686/21.

These additions and amendments to the Conservation Authorities (CA) Act result in some significant changes to ERCA which are identified in three (3) reports brought before the ERCA Board of Directors in March 2024, BD05/24 (New Conservation Authorities Act, Regulations, and Interim Policy Guidelines for Development Reviews), BD06/24 (Delegation of Powers Related to Permit Issuance, Cancellation, and Hearings) and BD07/24 (Appointment of Provincial Offences Officers under the CA Act and Delegation of Authority under the Trespass to Property Act). These reports are public and may be viewed for specific details on these changes at the following link: <https://www.essexregionconservation.ca/governance> .

A few relevant highlights from ERCA's reports are included below. Although some significant changes have been implemented for CAs across the province, these changes are not likely to negatively affect the workflow and timing of new developments for the City of Windsor.

**(i) *BD05/24 - New Conservation Authorities Act, Regulations, and Interim Policy Guidelines for Development Reviews***

The changes are intended to accelerate housing development approvals, to further focus CA's on their core mandate, to support faster and less costly approvals and streamline CA processes. Some changes include:

- Regulated Limit Definition updates - in particular, the regulated area adjacent to a wetland was changed to 30 metres for all wetlands (formerly 120 metres for provincially significant wetlands or wetlands greater than 2 hectares).
- Regulatory mapping – rules established surrounding public notice and availability of mapping and the requirement for annual updates.
- Permit exemptions are explicitly stated within Section 5 of the new Section 28 regulation (O. Reg. 41/24). These exemptions are included in Appendix C of this report in a letter sent by ERCA.
- Permit application criteria – establishes a pre-consultation process, application requirement details, established timelines and notices.
- Permit conditions limited to those which assist in preventing or mitigating hazards or effects on health/safety/property damage or support permit administration.
- The maximum permit validity for permits issued by the delegated authority was increased from 24 months to 60 months.

- New powers for the Minister of Natural Resources and Forestry to issue permits and/or direct an authority not to issue a permit were added.
- Applicants may request a Minister's Review where a CA refuses to issue a permit or imposes conditions on a permit to which an applicant objects.
- New CA ability to issue "Stop Work" orders. Increases to maximum fines.

**(ii) *BD06/24 - Delegation of Powers Related to Permit Issuance, Cancellation, and Hearings***

The CA Act was amended to enact that a CA may delegate any of its powers related to the issuance or cancellation of permits under the CA Act or the regulations, or to the holding of hearings in relation to the permits, to the CA's Executive Committee or to any other person or body, subject to limitations or requirements prescribed by regulation.

As a result, ERCA recommended taking steps to align ERCA's delegation of powers with the new provisions in Part VI of the amended CA Act and further noted that such delegation of powers presents an opportunity to further streamline administrative components of permit review and decision-making processes and enhance customer experiences with the CA.

**(iii) *BD07/24 - Appointment of Provincial Offences Officers under the CA Act and Delegation of Authority under the Trespass to Property Act***

In general, enforcement under Section 28 of the CA Act relates to development activities within regulated areas, while enforcement under Section 29 of the Act relates to rules of conduct within Conservation Areas. The ERCA has historically appointed various individuals within positions in the Watershed Management Services and the Conservation Services departments as Provincial Offences Officers. To remain consistent with revisions to CA Act ERCA's Board of Directors accordingly, through report BD07/24 delegated individuals for these positions.

**Risk Analysis:**

The proposed changes to the CA Act are not anticipated to pose additional risks to the City of Windsor. Challenges with respect to internal processes and workflows at ERCA are being or have already been addressed to satisfy the new legislation. Additionally, ERCA is integrated into the Development process at the City both through planning and Engineering, which offers a more streamlined approach to addressing development requirements.

The transition from the MCEA to the new MPAP process presents several risks that could impact the City of Windsor. These risks encompass operational challenges, potential gaps in environmental oversight, and complexities in stakeholder consultations.

Transitioning to the MPAP may require specific staff training and administrative effort to determine and establish an internal process that differs from the current MCEA process. During this adaptation phase, temporary inefficiencies may arise as staff adjust to new processes, potentially affecting project timelines and service delivery. Careful planning and resource allocation can minimize disruptions and ensure a smooth transition.

Another risk of the proposed changes is the potential reduction in environmental oversight for certain projects no longer subject to MCEA requirements. Specifically, smaller sewage treatment plant expansions and most municipal road and sewer projects might proceed without the rigorous environmental evaluations previously mandated. The absence of formal Class EA Studies could lead to environmental degradation, non-compliance with environmental standards, and long-term ecological consequences. To mitigate this risk, it is important for the City to review existing standards and to implement monitoring and evaluation mechanisms to ensure that environmental standards are upheld across all projects, regardless of their classification under the new regulations.

The MPAP introduces detailed steps for consultation and reporting, necessitating effective communication with Indigenous communities, the public, and other stakeholders. Engaging with these groups in a meaningful way while adhering to new timelines can be challenging. Larger projects will still require thorough evaluation of all components, adding complexity to project planning that would have otherwise been undertaken during the MCEA. Failure to manage these consultations effectively could result in project delays due to disputes or legal challenges, and overlooking vital input could compromise the integrity of project outcomes.

## **Climate Change Risks:**

### **Climate Change Mitigation**

The proposed changes to the CA Act and the shift to the new MPAP provide the City with an opportunity to align infrastructure development more closely with sustainable growth and environmental protection. By streamlining processes for high-risk projects, the City can efficiently advance essential infrastructure while still focusing on reducing greenhouse gas emissions. It is important to maintain a balance, ensuring that even projects now exempt from the formal MCEA process contribute to climate change mitigation efforts.

Projects that are currently classified as Schedule C will still be required to complete an MCEA. Additionally, under the new MPAP process there will be a Ministers Review period where, if deemed necessary, proponents must terminate the MPAP process and complete an MCEA. This is a useful final safeguard to mitigate environmental risks and eliminate risk of non-compliance with legislation.

### **Climate Change Adaptation**

The proposed MPAP will still allow the City of Windsor to focus on current and future green initiatives and environmental responsibility through completion of an

Environmental Project Report before commencement of works. Consultation will continue to be an important part of the proposed process, and the City has an opportunity to develop and adapt an appropriate consultation program to seek input on future projects.

### **Financial Matters:**

There are no Financial Matters associated with receiving this information report.

### **Consultations:**

Rob Slater, Executive Initiatives Coordinator

Averil Parent, Planner II - Development Review

James Bryant, Director of Watershed Management Services, ERCA

### **Conclusion:**

The proposed changes to the Conservation Authorities Act and the new Municipal Project Assessment Process offer both opportunities and challenges for the City of Windsor. While aiming to streamline infrastructure planning and support growth, these changes introduce risks that require careful management. Transition challenges, potential gaps in environmental oversight, and complex stakeholder consultations could affect project timelines, environmental integrity, and community engagement.

To navigate these changes successfully, the City must proactively adapt its processes, provide comprehensive staff training and allocate resources effectively. Implementing monitoring and evaluation mechanisms is crucial to maintain environmental standards amid EA process optimizations. Effective consultation remains essential, especially with Indigenous communities, the public and other key stakeholders.

### **Planning Act Matters:**

N/A

### **Approvals:**

<b>Name</b>	<b>Title</b>
Patrick Winters	Manager, Development
Stacey McGuire	Executive Director of Engineering/Deputy

<b>Name</b>	<b>Title</b>
	City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Raymond Mensour	Chief Administrative Officer

**Notifications:**

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

**Appendices:**

- 1 Appendix A - Submission to ERO - March 12, 2024
- 2 Appendix B - RPWCO Response - March 15, 2024
- 3 Appendix C - ERCA Letter Prohibited Activities, Exemptions and Permits - April 1, 2024

**Background:**

The Municipal Engineers Association (MEA) is a non-profit association representing the interests of over 1,225 professional engineers across Ontario who are employed by over 100 Ontario municipalities and representing approximately 90% of the Ontario population. MEA also has members from provincial agencies, conservation authorities and also consulting engineers who are designated as the engineer-of-record for smaller Ontario municipalities.

MEA was established nearly 60 years ago as an amalgamation of the City Engineers Association (formed 1946) and the County Engineers Association (formed 1951). The MEA was incorporated as a non-profit corporation in 2007.

**Comments to ERO-019-7891:**

The MEA is pleased to comment on the Province's commitment to modernize the Municipal Class Environmental Assessment Process (MCEA), specifically ERO-019-7891. MEA applauds the Province's commitment to modernizing the EA process. MEA's comments to the ERO are broken down into four (4) components:

1. The new MPAP;
2. The Project List contained within the MPAP;
3. Revoke the MCEA and Private Sector Developers Regulation
4. Transition provisions.

**The New MPAP:**

While the proposed MPAP will not likely be much less onerous, less costly or take less time than the existing MCEA process, if it is based on the TPAP it will be a workable process and only a short list of projects will be subject to the process.

MEA will be developing training which will help municipal practitioners implement the MPAP as efficiently and effectively as possible.

No further comments on the MPAP process.

**MPAP Project List:**

The MPAP includes a Project List that identifies the 17 project types that will be subjected to the MPAP.

We have provided a table below that lists these individual projects and our comments for each.



**MPAP Project List**

<b>MECP – Proposed Project List for MPAP</b>	<b>MEA Comments</b>
<b>New Drinking Water Systems &amp; Water Supply</b>	
<b>1</b> Construct new drinking water system including a new well.	<p>While the less than 50,000 litres per day exemption is welcome, we would recommend that this limit be increased to include residential housing developments of up to 100,000 litre per day. This should incentivize developers to bring forward more efficient housing options, including multi-residential units.</p> <p>Development requires both drinking water and sewage systems. Similar to sewage, it is important to include a 'capacity of greater than' clause so that small drinking water systems are not captured. The time associated with EA requirements cannot be reduced unless the EA requirements for drinking water and sewage include the same criteria. Also, unlike sewage treatment facilities, in addition to Environmental Compliance Approval, drinking water supply systems are subject to further regulatory control through the Permit to Take Water process.</p> <p>MEA recommends that the clause be amended as follows;  <b>1</b> Construct new drinking water system including a new well <i>with a rated capacity of greater than 100,000 litres per day.</i></p>
<b>2</b> Construct new drinking water system that includes a water distribution system	<p>See clause 1 above          MEA recommends that the clause be amended as follows;  <b>2</b> Construct new drinking water system that includes a water distribution system <i>with a rated capacity of greater than 100,000 litres per day.</i></p>
<b>3</b> Establish a new surface water source	See clause 1 above.

	<p>MEA recommends that the clause be amended as follows;</p> <p><b>3</b> Establish a new surface water source <i>with a rated capacity of greater than 100,000 litres per day.</i></p>
<p><b>4</b> Artificially recharge an existing aquifer from a surface water source for purposes of water supply</p>	<p>See clause 1 above</p> <p>MEA recommends that the clause be amended as follows;</p> <p><b>4</b> Artificially recharge an existing aquifer from a surface water source for purposes of water supply <i>where the recharges are greater than 100,000 litres per day.</i></p>
<p><b>Water Treatment Facilities</b></p>	
<p><b>5</b> Construct new drinking water treatment plant or expand existing drinking water treatment plant beyond existing rated capacity</p>	<p>See clause 1 above.</p> <p>It is common for growth in a community to result in an increased demand for drinking water and treatment of sanitary wastewater.</p> <p>To address this municipalities should always consider the following alternatives:</p> <p>1) Reduce the demand for increased supply of water or wastewater treatment by maintenance and operational improvements such as repairing leaks in the system, limiting lawn watering to reduce demand, revising charges for water/wastewater services based on volume, reduce infiltration, and eliminate combined sewers. This is all operations and maintenance and Exempt from the EA Act.</p> <p>2) Consider the distribution/collection system – is the system able to convey anticipated flows to/from the growth areas from/to the treatment facilities? Preparing a Master Plan may be worthwhile. Or, for a small system, confirming pipe capacity can demonstrate adequacy. This work could be undertaken as a formal Master Plan or as a background study (which is exempt from EA requirements).</p> <p>3) If the Master Plan or background study shows that a minor (&lt;50%) increase to the existing treatment plant's capacity will address the community's long term (20</p>

	<p>years) needs then this should proceed as an exempt project. The technical merits of projects at treatment plants are covered by the ECA and PTTW approval process. The local community can be engaged by the municipality.</p> <p>4) If the Master Plan or background study concludes that a major (&gt;50%) increase to the existing treatment plant's capacity to address the community's long term (20 years) needs then this project should proceed as a MPAP project and expanding the existing plant should be compared with other alternatives such as constructing a second treatment plant.</p> <p>MEA recommends that the clause be amended as follows;</p> <p><b>5a</b> Construct new drinking water treatment plant <i>with a rated capacity of greater than 100,000 litres per day.</i></p> <p><b>5b</b> Expand existing drinking water treatment plant <i>by 50% or more of existing rated capacity.</i></p>
<b>Sewage Systems</b>	
<b>6</b> Construct new sewage system with a rated capacity of greater than 50,000 litres per day, including outfall to receiving water body and/or a constructed wetland for treatment	<p>See clause 1 above</p> <p>MEA recommends that the clause be amended as follows;</p> <p><b>6</b> Construct new sewage system with a rated capacity of greater than <i>100,000</i> litres per day, including outfall to receiving water body and/or a constructed wetland for treatment</p>
<b>Sewage Treatment Facilities</b>	
<b>7</b> Construct new sewage treatment plant with a rated capacity of greater than 50,000 litres per day	<p>See clause 1 above</p> <p>MEA recommends that the clause be amended as follows;</p> <p><b>7</b> Construct new sewage treatment plant with a rated capacity of greater than <i>100,000</i> litres per day</p>
<b>8</b> Expand existing sewage treatment plant by 25% or more of existing rated capacity	<p>See clause 1 and 5 above</p> <p>MEA recommends that the clause be amended as follows;</p>

	8 Expand existing sewage treatment plant by <b>50%</b> or more of existing rated capacity
<b>9</b> Establish new lagoons with a rated capacity of greater than 50,000 litres per day, or expand existing lagoons by 25% or more of existing rated capacity or install new or additional sewage storage tanks which will increase by 25% or more of existing rated capacity	See clause 1 and 5 above MEA recommends that the clause be amended as follows; <b>9</b> Establish new lagoons with a rated capacity of greater than <b>100,000</b> litres per day, or expand existing lagoons by <b>50%</b> or more of existing rated capacity or install new or additional sewage storage tanks which will increase by <b>50%</b> or more of existing rated capacity
<b>10</b> Establish a new biosolids landfill site or new biosolids incineration site for purposes of biosolids disposal	No Comments.
<b>11</b> Establish a new transfer station or new storage lagoon not located at a sewage treatment plant, incinerator, landfill site, or organic soil conditioning site, for purposes of biosolids management	No Comments.
<b>12</b> Construct new sanitary or combined sewage retention / detention facility at a new location	No Comments.
<b>13</b> Provide for land application of sewage effluent through spray irrigation system or overland flow	No Comments.
<b>Stormwater Management Systems</b>	
<b>14</b> Construct new or modify, retrofit, or improve existing retention/detention facility or infiltration system for the purpose of stormwater quality control where <b>active</b> chemical or biological treatment or disinfection is included, including outfall to receiving water body	No Comments.
<b>Shoreline/In-water Works</b>	
<b>15</b> Construction of a diversion channel or sewer for the purpose of diverting flows from one watercourse to another	MEA supports this clause if it means the purposeful diversion of flows from one river into another river. However, as land is developed, there is commonly a local redirection of stormwater as it is directed to a central treatment/retention facility before it is outlet into a watercourse. Either the

	clause or the glossary needs to be clear, that this clause does not capture these local redirections of stormwater.
<b>16</b> Construct new shoreline works, such as off-shore breakwaters, shore-connected breakwaters, groynes and sea walls	There needs to be a minimum scale of projects that should be subject to the regulation so that small projects are not captured. These smaller projects are still subject to other approvals (such as permit from conservation authority) MEA recommends that the clause be amended as follows; <b>16</b> Construct new shoreline works, such as off-shore breakwaters, shore-connected breakwaters, groynes and sea walls <i>with a length greater than 200 meters</i>
<b>17</b> Construct a new dam or weir in a watercourse	No Comments.

### **Revoke the MCEA and Private Sector Developers Regulation (O. Reg. 345/93)**

Currently, the MCEA process is used by municipalities to move a project from project identification to approval of conceptual design and Reg 345/93 is used to impose certain EA requirements on Developers. MECP is proposing to enact MPAP and revoke the MCEA and Reg 345/93.

This would result in many complex infrastructure projects (for example a new arterial road, a new bridge, replacing a heritage bridge, a new water tower or pumping station proposed by a municipality, or a new sewage treatment plant proposed by a Developer) becoming exempt. The current MCEA and the associated Users Guide provides advice for exempt projects which is general - EA consideration and consultation effort should match the complexity of the project. However, this existing general advice does not really provide sufficient advice for these newly exempted complex projects.

Although the proposed change is significant, MEA can support this change because, as outlined in MEA's May 9, 2023, submission related to ERO 019-6693 - *Evaluating Municipal Class Environmental Assessment Requirements for Infrastructure Projects*, if the MCEA is revoked, MEA intends to;

- Form a committee of municipal representatives/practitioners with the purpose of preparing a municipal standard or best practice document for municipalities to use as a template when undertaking municipal infrastructure projects that are currently addressed under the MCEA and not covered by the MPAP. We believe the document would be a simpler version

of the current MCEA with improvements to focus on increasing efficiency, effectiveness, transparency, and complete integration with Planning Act processes.

- Encourage municipalities to adopt and comply with this new document so there is consistency and standardization province wide. This would be similar to the construction standards (Ontario Provincial Standards - OPS) currently maintained by MEA.
- Encourage municipalities to use their authority and the Planning Act process to require appropriate consideration of the environment and long-term cost impacts to the municipality by Developers before they are authorized to proceed with major infrastructure projects. If a project is to be assumed by a municipality, then it should be subjected to the same evaluation process regardless of whether it is constructed by a Developer or by a municipality.
- Maintain a committee that would oversee the application of such municipal standard/ best practice document, update it, and provide training to practitioners.

**Transition Provisions:**

MEA supports transition provisions that would allow projects that:

- are not on the MPAP Project List to complete the MCEA process or easily withdraw from the process by providing notice
- are on the MPAP Project List would be able to complete the *EA Act* requirements either under the MCEA process or the MPAP

## **Submission in Response to ERO Number 019-7891 March 15, 2024**

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On behalf of the Regional Public Works Commissioners of Ontario (RPWCO), I thank you for the opportunity to provide comments on the proposed changes to the Environmental Assessment (EA) requirements for municipal infrastructure as outlined in Environmental Registry of Ontario posting #019-7891. RPWCO welcomes the opportunity to modernize and streamline the environmental assessment process, in particular to enable the acceleration of infrastructure to support our members' Municipal Housing Pledges and growth priorities.

Our comments cover the following aspects of the proposed changes:

- Project exemptions and the MPAP process
- Private sector projects
- Interconnections with other approval processes
- Transition to the new approach

### **Project Exemptions and the MPAP Process**

- Our members are moving rapidly to deliver infrastructure required to support housing in Ontario and recommend the Province implement the streamlined EA process as soon as possible to expedite infrastructure delivery and bring certainty to the process for project approvals.
- To achieve the Province's target of 1.5 million homes by 2031, timely delivery of municipal infrastructure is crucial. Clear regulatory requirements for project approvals, including Ministry guidance will be required to support effective and timely delivery of infrastructure. We recommend the proposed regulation and any supporting Ministry guidance provide clarity on the MPAP process, specifically on the Environmental Project Report and addendum process.
- To avoid confusion and delays, municipalities need clear guidance on what constitutes an emergency project that would be exempt from MPAP. The criteria for emergency exemption should be well-defined and consistent.
- The proposal aims to apply EA requirements to expedite the process. While a typical Schedule C Class EA can take 18-24 months, more complex projects may take years due to detailed investigations. The proposal outlines a 6-month timeline for documentation and consultation, assuming prior technical assessments. However, without specific guidance on pre-consultation activities, it does not appear likely that this process will result in noticeably faster delivery of infrastructure projects.
- Additional guidance on pre-consultation activities is required, and the Ministry is requested to clarify that the intention of the MPAP is that background studies and key consultation will be conducted in advance of the Notice of Commencement.

- Through the MPAP, all concerns raised by impacted stakeholders, the public, regulatory agencies and First Nations will be required to be addressed and any technical studies and work completed in advance of the Notice of Commencement will need to be updated accordingly in the Environmental Project Report. This could create substantial re-work if issues are observed with the preferred strategy following completion of all technical work. Alternatively, a certain level of engagement, and consultation will be required prior to the Notice of Commencement being issued. Clarity around how this pre-MPAP consultation should be conducted and documented is requested.
- Additional clarity is requested from the Ministry on what would be considered as sufficient public and agency consultation and engagement during the 120-day consultation period under the MPAP. The Ministry is requested to provide guidance on what is required in the consultation record within the Environmental Project Report to ensure expectations can be met and consistency is achieved.
- Regarding the Environmental Project Report, we recommend the regulation include specific requirements for the Report and more flexible measures for public notification to allow municipalities to leverage changing forms of media use and availability.
- Clarity is required on the Addendum process under the MPAP. There is a risk of conflicts on requirements for Addenda in the absence of further guidance regarding this process and which projects would be subject to these requirements.

### **Private Sector Projects**

- Private sector projects should be subject to MPAP if they meet MPAP project list criteria. RPWCO is concerned that the private sector is being held to a lesser environmental standard than municipalities. We request that exemptions for works undertaken by the private sector should not apply to works to be assumed by a municipality. Additionally, if a developer is undertaking works to be assumed by a municipality and these works fall under MPAP, the developer must complete the MPAP as if a municipality were undertaking the works.
- If it is the intention that a developer can undertake works to be assumed by the municipality without being subject to the same level of MPAP oversight as municipalities, we ask that the Province ensures that municipalities have the appropriate tools and guiderails available within the Provincial permitting processes to ensure quality infrastructure is constructed in the collective environmental, technical, social and economic best interests of a municipality's current and future residents.



## Other Considerations and Interconnections with Other Processes

- Completion of a Class EA traditionally involves a structured planning and consensus-building process, supported by detailed technical reports. Its effect helped to streamline downstream permit and approval procedures with various regulating agencies, including Conservation Authorities, utilities, and Provincial Ministries. The proposal is unclear about how regulated requirements (Permits to Take Water, Archaeological, etc.) will be coordinated given that other Ministries rely on information from the EA process. The proposed exclusion of most infrastructure projects from the Class EA process means that municipalities will need to develop their own engagement processes to interact effectively with stakeholders.
- It is essential that new processes are developed in coordination with regulatory agencies so as to achieve a similar or improved streamlining of the processing of permits and approval requirements to avoid delay in project delivery. It is anticipated that the new process would contain similar guiding principles to those founded within the Class EA process with respect to transparent and responsible decision-making, however, development and approval of a new program by each municipality, including consulting with affected agencies, will take time and effort that would have been focused on advancing critical projects to support achieving Housing Pledges.

## Transition to the New Approach

- For hundreds of active projects across our municipalities, our members are currently applying the terms of the current Class EA process which promotes a structured and predictable framework for public, First Nations and agency consultation in the engineering planning phases of water, wastewater and transportation infrastructure. We are also undertaking numerous new projects in the coming months in order to accelerate the municipal infrastructure required to support the Housing Pledges. Given the significant number of ongoing and planned projects, detailed clarification and guidance on a potential transition is required, in order to maintain effective engagement with stakeholders.
- RPWCO would welcome additional clarity regarding the impacts of the changes on the expropriation process.

As mentioned above, RPWCO welcomes the opportunity to modernize and streamline the Environmental Assessment process, in particular to enable the acceleration of infrastructure to support our members' Municipal Housing Pledges and growth priorities. However, additional information is needed to understand how this acceleration of key infrastructure projects will be maintained with the proposed changes.

Sincerely,

A handwritten signature in cursive script, appearing to read "Andrew J. Farr".

Andrew J. Farr, P.Eng.  
Chair, Regional Public Works Commissioners of Ontario

## Prohibited Activities, Exemptions and Permits

Excerpt from [O. Reg. 41/24: Prohibited Activities, Exemptions and Permits](#) as of April 1, 2024.

The following is a list of activities identified by the Province of Ontario as exempt from Conservation Authority permits. Please note that all other applicable permits required by Municipalities and other Authorities still apply.

### Section 5 (Exceptions)

5. Paragraph 2 of subsection 28 (1) of the Act does not apply to,
  - (a) the construction, reconstruction, erection or placement of,
    - (i) a seasonal or floating dock that,
      - (A) is 10 square metres or less,
      - (B) does not require permanent support structures, and
      - (C) can be removed in the event of flooding,
    - (ii) a rail, chain-link or panelled fence with a minimum of 75 millimetres of width between the panels, that is not within a wetland or watercourse,
    - (iii) agricultural in-field erosion control structures that are not within and that do not have any outlet of water directed or connected to a watercourse, wetland or river or stream valley,
    - (iv) a non-habitable accessory building or structure that,
      - (A) is incidental or subordinate to the principal building or structure,
      - (B) is 15 square metres or less, and
      - (C) is not within a watercourse, or
    - (v) an unenclosed detached deck or patio that is 15 square metres or less, is not placed within a watercourse or wetland and does not utilize any method of cantilevering;
  - (b) the installation of new tile drains that are not within a wetland or watercourse, within 30 metres of a wetland or within 15 metres of a watercourse, and that have an outlet of water that is not directed or connected to a watercourse, wetland or river or stream valley, or the maintenance or repair of existing tile drains;
  - (c) the installation, maintenance or repair of a pond for watering livestock that is not connected to or within a watercourse or wetland, within 15 metres of a wetland or watercourse, and where no excavated materials is deposited within an area where subsection 28 (1) of the Act applies;

- (d) the maintenance or repair of a driveway or private lane that is outside of a wetland or maintenance or repair of a public road, provided that the driveway or road is not extended or widened and the elevation, bedding materials and existing culverts are not altered;
- (e) the maintenance or repair of municipal drains as described in, and conducted in accordance with the mitigation requirements set out in the Drainage Act and the Conservation Authorities Act Protocol, approved by the Minister and available on a government of Ontario website, as it may be amended from time to time; and
- (f) the reconstruction of a non-habitable garage with no basement, if the reconstruction does not exceed the existing footprint of the garage and does not allow for a change in the potential use of the garage to create a habitable space.

**Please contact our office ([regs@erca.org](mailto:regs@erca.org)) for any questions that you might have related to your proposed development, or if you are unsure if your project is exempt from requiring a permit.**

**Subject: Dawson Drain Provisional By-Law for Repair and Improvement  
- Ward 9**

**Reference:**

Date to Council: 5/28/2025  
Author: Tom Graziano  
Engineer III / Drainage Superintendent  
(519) 255-6257 Ext. 6490  
[tgraziano@citywindsor.ca](mailto:tgraziano@citywindsor.ca)  
Development – Engineering  
Report Date: 5/6/2025  
Clerk's File #: SW/14224

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

**Recommendation:**

- I. That City Council **ADOPT** the Engineer's Drainage Report completed by WSP Canada Limited, dated May 14, 2025 (attached), for the Repair and Improvement to the Dawson Drain, by giving first and second readings to Provisional By-law \_\_\_\_-2025 in accordance with Section 45 of the Drainage Act; and,
- II. That Council **DIRECT** the Clerk to set a date for the first sitting of the Court of Revision and distribute the Provisional By-law and the Notice of the Court of Revision, in accordance with Sections 46(2) and 46(3) of the Drainage Act, R.S.O. 1990.

**Executive Summary:**

N/A

**Background:**

The Dawson Municipal Drain flows northerly beginning just north of 1830 Division Road to 1100 Division Road (Windsor Memorial Gardens), as regulated by By-laws 1830 and 2838 adopted by the Township of Sandwich East in 1950 and 1963 respectively.

This drain has been altered by land development over many years. The latest alteration was adopted in 1999 by CR701/99 by the Devonshire Heights Subdivision.

Dawson Municipal Drain segments primarily consist of open channel sections and sections having an open channel and an underlying 300/150mm plastic perforated HDPE drain tile (Big “O” pipe). These latter segments were created in the subdivision design wherein stormwater is directed to a perforated pipe during a smaller storm and would overflow into the open channel during larger storms. The drain also services properties fronting on Division Road.

The Dawson Drain currently has two outlets. One runs northerly to the enclosed Third Concession Drain, and the other flows west to a relocated (but unregulated) O’Neil Drain. The O’Neil Drain is located east of the Windsor Memorial Gardens cemetery and flows north from Division Road and discharging into the Third Concession Drain.

At the June 13, 2022, meeting, City Council approved CR273/2022 which read:

*That Local Improvement works for storm sewers, curb and gutter for those street segments not yet constructed to the municipal standard within the area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east, as shown on drawing 4M-206 BE RECOMMENDED to future Capital Budgets and prioritized relative to their technical scoring, subject to cost-sharing for such works as established by CR554/2019; and,*

*That WSP Canada Inc. firm BE APPOINTED as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O’Neil Drain and to the O’Neil Drain from south of Hallee Crescent to Division Road under section 78 of the Drainage Act; and further,*

*That Administration BE DIRECTED to report back to Council once the Drainage report for the repair and improvement of the Dawson Drain is complete.*

WSP Canada Inc (WSP) was appointed as the drainage engineer to make an examination of the Dawson and O’Neil Drains and prepare drainage reports to making recommendations for any repairs and improvements to the drains. This was done in accordance with Section 78 of the Ontario Drainage Act.

An “on-site meeting” was hosted by WSP on July 25, 2023, and was attended by representatives of the City of Windsor, and property owners residing within the drainage area.

## **Discussion:**

The Engineer’s Report outlines repairs and improvements required to restore the capacity of the Dawson Drain to a 5-year design storm service level. The recommended repairs and improvements include:

- Removal of Obstructions - Several wooden pedestrian bridges have been constructed over the years that connect properties along the drain to the Devonwood Conservation Area. The bridges were not permitted and are obstructions that may restrict flows in the drain. They will be removed in accordance with the Drainage Act.
- Brushing - In some areas, the drain is overgrown with vegetation. The entire length of the drain will be brushed to improve flow.
- Channel Geometry Upgrades – The drain slope, alignment and cross-section will be adjusted to improve flows and restore capacity. Redundant pipes that are no longer required and do not have the required capacity will be removed, and culverts that remain will be cleaned. The 300 mm Big ‘O’ pipe that flows from the Dawson Drain northerly towards Calderwood Park will be capped and no longer accept flows from the Dawson Drain (Appendix 1; Figure 1)
- Outlet – The drain will be modified to have one outlet which will be located on the west side of Devonshire Heights Park. The drain will be made wider and deeper to accommodate a 5-year design storm. The existing 450 mm diameter pipe will be replaced with a 525 mm diameter pipe to provide a sufficient outlet at the downstream end.

A copy of the drainage report entitled, “Dawson Drain Drainage Report”, dated May 14, 2025 (Appendix 2).

The City of Windsor is responsible for the maintenance of any drainage works constructed under the Drainage Act to the extent of the work and structures specified in the current by-law. All upstream landowners, from the commencement of the maintenance work, are assessed for the cost of the maintenance work "pro-rata" as per the maintenance assessment schedule in the report. However, council resolutions CR388/2007 and CR64/2015 confirm that the municipality would absorb all municipal drain maintenance costs through the general tax levy, except for private access structures and “special benefit” works benefiting individual properties, as authorized by the Province of Ontario through the City of Windsor Act, 1968.

In accordance with Section 45 of the Drainage Act, City Council is to consider the adoption of the engineer’s drainage report, and if approved, the report will proceed to Provisional By-law.

Within 30 days of adopting the engineer’s report, a copy of the Provisional By-law and a Notice of the Court of Revision meeting will be sent to all affected landowners listed in the schedule of assessment. The notice will inform landowners of their right to appeal drainage assessments or allowances to the Court of Revision. Appeals must be submitted in writing to the City Clerk no later than 10 days prior to the first sitting of the Court of Revision.

The final Engineer’s Report, attached as an appendix to this report, identifies no technical issues or challenges within the defined scope of work. After the Court of Revision concludes and the appeal period expires, Council will consider giving third and final reading to the Provisional By-law.

## **Risk Analysis:**

A lack of adoption of the report would risk the construction timelines for the project and limit the ability for the project to proceed according to the expected schedule.

There are no tariff impacts related to the adoption of the report. Any future construction works resulting from the recommendations of the drainage engineer of record are considered to have low to no risk of tariff impacts as it is anticipated to consist mostly of labour and time with very few materials, all of which are anticipated to be sourced locally.

## **Climate Change Risks:**

### **Climate Change Mitigation:**

Future construction projects will result in Greenhouse Gas (GHG) emissions that are accounted for within the annual Community GHG emissions inventory.

### **Climate Change Adaptation:**

Future significant storms are likely to occur again and could lead to further instances of flooding within the City. While there will always be the risk of flooding, the risk can be mitigated by taking steps to reduce the amount of storm water entering into the sewer system. Drain improvements will improve the conveyance capacity of the system, reducing the potential risk of property damage to residents.

## **Financial Matters:**

All expenses associated with the repair and improvements to the Dawson Drain will be assessed to the Corporation of the City of Windsor in accordance with CR388/2007, with the exception of work deemed to be a Special Benefit as defined by the Drainage Act and identified by the consulting engineer. All construction costs will be charged to project ID 7242002 - Municipal Drains – Rehabilitation Implementation and Construction. There is approximately \$3.2M funding available in this project, sufficient to cover the expenses outlined in the consultant's report (attached) of \$383,680 (excluding HST). The cost estimates in the report may vary depending on the time of tendering the work. Available funds are for capital improvements for multiple drains across the city over the next 10 years. Based on the type of work, the risk of impact from potential tariffs on goods being purchased is considered to be minimal if any.

## **Consultations:**

Aaron Farough, Senior Legal Council  
Kathy Buis, Financial Planning Administrator  
Adam Mourad, Engineer III (A), Engineering  
Fahd Mikhael, Manager of Design, Engineering

## Conclusion:

Administration recommends that Council provisionally adopt the Engineer's Drainage Report for repairs and improvements to be made to the Dawson Drain in the City of Windsor, dated May 14, 2025, in accordance with Section 45 of the *Drainage Act*.

## Planning Act Matters:

N/A

## Approvals:

Name	Title
Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Patrick Winters	Manager of Development
Stacey McGuire	Executive Director of Engineering / Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Wira Vendrasco	City Solicitor
Janice Guthrie	Commissioner, Finance and Chief Financial Officer
Ray Mensour	Chief Administrative Officer

## Notifications:

Name	Address	Email
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## Appendices:

- 1 Plan of Area
- 2 Drainage Report for the Dawson Drain (Available at [www.citywindsor.ca](http://www.citywindsor.ca) due to size)



## Appendix 1

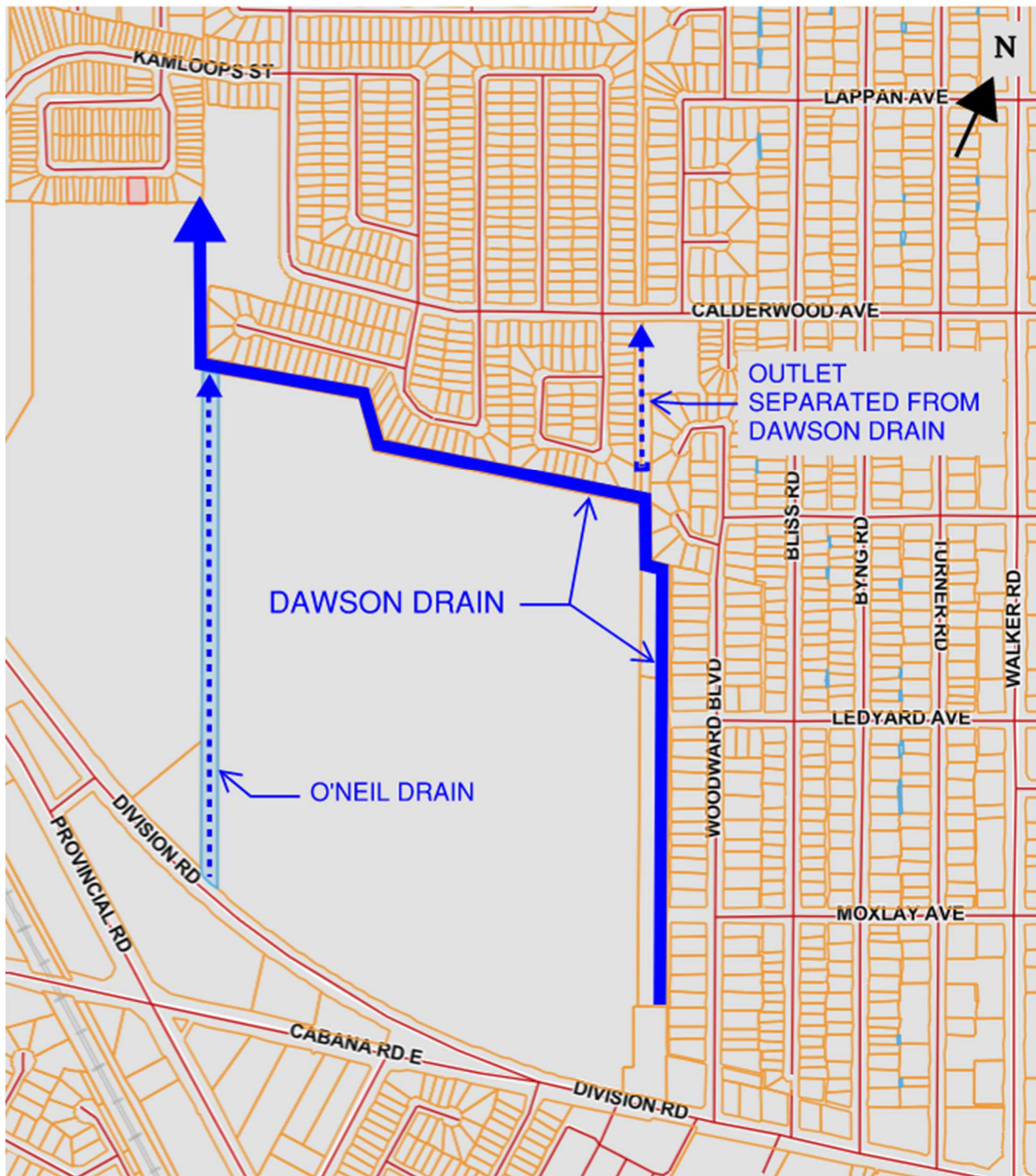


Figure 1 - Plan of Area

**Subject: Active Transportation Master Plan Biennial Progress Report (2024) - City Wide**

**Reference:**

Date to Council: May 28, 2025  
Author: Kathy Quenneville  
Coordinator, Schools and Sustainable Mobility  
519-255-6100 ext.6287  
kquenneville@citywindsor.ca

Public Works - Operations  
Report Date: 5/8/2025  
Clerk's File #: MB/5331

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

**Recommendation:**

- I. THAT the report of the Coordinator, Schools and Sustainability Mobility dated May 8, 2025 entitled "Active Transportation Master Plan Biennial Progress Report (2024)-City Wide" **BE RECEIVED** for information.
- II. THAT City Council **DIRECT** Administration to prioritize the completion of the primary regional cycling network presented in this report, as well as to address existing network gaps and needed improvements, and that these **BE FUNDED** from the Bikeways Development project, 7111031, where there is no ability to leverage through other Capital Projects.

**Background:**

The City's Active Transportation Master Plan (ATMP) – Walk Wheel Windsor was approved by Council on July 22, 2019 and was inspirationally intended to achieve the following goals:

- Develop a complete **active transportation network** that connects all neighbourhoods; Improve the **safety and accessibility** of vulnerable road users;
- Support effective **land use planning** to build an environment that makes walking, cycling, and transit convenient and enjoyable;
- Ensure that the active transportation network is **equitable and accessible** for all residents; and
- Foster a **culture** for active transportation.

The 2019 ATMP includes 114 strategic actions to achieve the above noted goals which support desired outcomes in the following five themed areas of focus:

- Connecting Communities Places for People
- Innovation and Integration
- Culture Shift
- Quality of Life

As part of the 2019 ATMP, Administration committed to monitoring its ongoing implementation and progress made towards achieving the above noted goals and outcomes. Action 5E-2 specifically calls for staff to communicate its progress on growth of the active transportation network, annual spending on transportation and meeting proposed targets of the 2019 ATMP on a biannual basis. Report S 52/2023 afforded Council with a 2022 update on the progress of the 2019 ATMP.

It is recognized that data may be more challenging to collect for certain measures, and as a result, it is understood that each progress update may not be able to fully provide the status of all 114 actions and 99 trackable success measures accordingly. Based on current resources, this report focuses on metrics derived from accessible information, prioritizing the most actionable items and those that can be consistently measured with available data.

### **Discussion:**

Along with trackable success metrics, this report provides an overview of the top actions taken to support the 2019 ATMP desired outcomes including, but not limited to, the expansion of pedestrian and cycling infrastructure, the introduction of new safety measures and community outreach programs. A full list of 2019 ATMP action items and their status is referenced in Appendix A.

### **2019 ATMP Implementation Progress**

The general measures of success on the overall progress in the implementation of the 2019 ATMP are as shown in Table 1. From this, the primary indicator of successful implementation is increased mode share of walking, cycling and other forms of active transportation and transit use in relation to the total number of trips made by people using all forms of transportation, with a target to reach a 25% combined mode share by 2041.

**Table 1 – Overall 2019 ATMP Implementation Measures of Success**

Measures of Success		2019	2024	Difference
Walking, cycling and transit mode share (commuting)*		10.1%	7.4%	- 2.7%
Proportion of women and seniors walking, cycling and using transit (%) *	Women	5.9%	3.4%	- 2.5%
	Seniors (65+ who still work)	0.3%	0.3%	0
Transit volumes (# of trips)		8,430,750	9,671,728	+14.7%
Walking and Cycling Funding Levels (% of total Capital budget)		1.9%	0.8%	-1.1%
City staff resources dedicated to Active Transportation (FTE)		0	2	+2
Transportation GHG emissions + (tonnes CO2e per capita)		3.456	2.747+	-20.5%

\* Canada census commuting data reported in **2016** (2019) and **2021** (2024)

+ 2024 data was not available at the time of this report - 2.747 tonnes CO2e (**2023**)

To date, the commuting-only (travel to/from work) mode share data collected by Census Canada in 2021 shows that Windsor's active transportation mode split has decreased by 2.7% since the 2016 census. It is recognized that the 2021 census fell when Covid-19-related hybrid work and work-from-home policies were still largely in place. Conversely, the transit portion of the mode share has notably rebounded since COVID-19, with ridership (# of trips) increasing from 2,487,237 trips in 2021 to 9,671,728 in 2024.

The Census data underrepresents the actual amount of active transportation trips being made by Windsor residents, as it excludes non-commuting trips and omits key populations such as non-working individuals, post-secondary students, school-aged children, and seniors. A comprehensive household travel survey would provide a more accurate picture of active transportation use by capturing all trip purposes, modes and demographics that are not fully reflected in Census commuting data.

Despite the overall drop in mode share, absolute transit use has increased beyond pre-COVID levels possibly due to population growth and/or an increase in transit use. To alleviate some system pressures, in September 2024 two new routes (115, 305) were introduced. These routes replaced the Dominion 5 route with a more streamlined primary route and a local route that meanders through neighbourhoods while connecting to other routes for easier transfers.

## 2019 ATMP Desired Outcome Measures of Success

The following highlights key contributions made over the past five years to advance the implementation of the 2019 ATMP's five themed priorities:

### ***Connecting Communities***

This theme targets initiatives to improve the connectivity of Windsor's active transportation network, with a focus on making walking, cycling and transit safe, comfortable and accessible for people of all ages and abilities. Building on existing infrastructure, the City is working to enhance interconnectivity of sidewalk, bicycle, trail networks and access to public transit. These efforts support a more complete and integrated system that links neighbourhoods and key destinations, helping to make active transportation a more practical and appealing option year-round. The specific measures of success regarding the overall progress in Connecting Communities are shown in Table 2.

Since 2019, just over **33 km of bikeways** (i.e. bike lanes, multi-use paths/trails, cycle tracks, local street bikeways) and **27.9 km of sidewalk** for pedestrians have been implemented, which represent approximately 62% and 24% of anticipated ATMP network additions by 2024, respectively. The All Ages and Abilities (AAA) bikeway network grew by 20.1% while access remained strong with over 72% of dwellings and 45% of workplaces located within 400 metres of the bike network. A complete listing of cycling/shared facilities added to the network are shown in Appendix B.

Sidewalk coverage also increased slightly across all road types while accessibility improvements were also notable (increase in accessible bus stops, bus stop shelters, bike detection at traffic signals. Additionally, sidewalk inspections increased by 25.8% reflecting greater attention to pedestrian safety and maintenance.

### **Key 2023 – 2024 Initiatives:**

- **Regional Cycling Network** - Staff have developed a Regional Cycling Network (refer to Appendix C) to refine the implementation phasing of primary cycling facility infrastructure (mostly AAA) identified in the **2019 ATMP** in a manner which is believed to be more realistic, efficient and achievable in ensuring more complete connectivity cycling infrastructure across the City.
- **Improved Bicycle Intersection Crossing Treatments (2024)** - Safety was enhanced with directional paint, cross-rides and bike boxes at key intersections along the new Kildare Road and Victoria Avenue Bikeways.
- **Improved Walking and Cycling Connections to Transit (2024)** - First-and-last mile enhancements included the installation of 57 concrete pads for passenger accessibility, plus others completed in new road construction projects.

**Table 2 – Connecting Communities Measures of Success**

Measures of Success	2019	2024	Difference
<b>Total length of bicycle network added to network since 2019:</b>			
Multi-use pathways and trail (km)	baseline	18.67	+18.67
Cycle track (km)	baseline	1.22	+1.22
Protected bike lane (km)	baseline	0.45	+0.45
Buffered bike lane (km)	baseline	8.14	+8.14
Conventional bike lane (km)	baseline	2.38	+2.38
Local street bikeway (sharrow) (km)	baseline	2.20	+2.20
Total length of AAA bicycle network (km)	153.95	184.58	+ 20.1%
Proportion of total dwellings within 400 m of the total bicycle network	72.6%	72%	-0.6%
Proportion of total workplaces within 400 m of the total bicycle network	46.55%	45%	11.55%
Proportion of Windsor's land area within 400 metres of the total bicycle network	45.9%	46%	+0.1%
Proportion of Windsor's land area within 400 metres of the AAA bicycle network	56.5%	57%	+0.5%
Total length of sidewalk network (km)	955.97	983.88	+27.9
<b>Proportion of streets with a sidewalk on at least one side:</b>			
Local	56.5%	57.1%	+0.6%
Collector	80.9%	85.7%	+4.8%
Parkway	89.5%	83.9%	-5.6%
Arterial	72.3%	72.4%	+0.1%
Length of completed bicycle network projects (km)	(baseline)	33.1	+33.1
Number of new and enhanced trail and pathway projects added since 2019 (#)	(baseline)	30	+30
Proportion of bus stops that are accessible	55%	67%	+12%
Proportion of bus stops with shelters	18%	19%	+1%
Signals with bicycle detection capability installed at traffic signals (#)	4	30	+26
Secure bike parking at transit stops (#)	0	0	No change
Proportion of sidewalks on both sides of the street within 400 meters of a bus stop	Data not available	Data not available	-
Length of sidewalk inspected (km)	251.34	316.11	+25.8%



## Places for People

Active transportation is about creating destinations as much as journeys, emphasizing people-centered planning that prioritizes all road users. Land use and street design at both the neighbourhood and site level play a critical role in making walking, cycling, and transit safe, convenient, and appealing. Windsor aims to support this through Complete Streets policies, pilot projects and by ensuring new developments enhance and connect to the broader active transportation network. The specific measures of success regarding the overall progress in Connecting Communities are shown in Table 3.

**Table 3 – Places for People Measures of Success**

Measures of Success	2019	2024	Difference
<b>Sidewalk coverage within 400 m of all Regional Centres (% of all streets)</b>	25.0%	25.0%	No change
<b>Bicycle network coverage within 400 m of all Regional Centres (% of streets)</b>	19.4%	20.0%	+0.6%
<b>Percentage of signals with bicycle actuators</b>	1.4%	11.0%	9.6%
<b>Number of pilot projects</b>	0	1	+1
<b>Number of alleyway revitalization projects</b>	2	0	-2
<b>Complete Streets (#)</b>	0	0	No change

Since 2019, progress on enhancing access and connectivity around Windsor's Regional Centres has been modest but notable in specific areas such as the percentage of traffic signals equipped with bicycle actuators which rose from 1.4% to 11% and enabling the collection of cycling volume data along some corridors. While no new Complete Streets projects have been completed, construction is currently underway on the first phase of Windsor's first Complete Street designed roadway: University Avenue West.

### Key 2023 – 2024 Initiatives:

- **Sandwich South Sustainable Neighbourhood Action Plan (2024)** - This aspirational internal document outlines potential action items to support the development of a sustainable neighbourhood, using a Complete Streets concept, where active transportation facilities and transit are key components. A full report will be presented on May 22nd to the Environment and Climate Change Advisory Committee.
- **Victoria Bikeway Pilot Project (2024)**- The City's first protected bike lane was installed on Victoria Avenue (University Avenue to Wyandotte Street West) where the parking lane is being used to create a physical barrier separating cyclists from vehicular travel lanes.
- **Sandwich Town Streetscaping (2024)** - The Sandwich Street Road reconstruction project integrated the following elements within the right-of-way design: bulbouts for traffic calming; new bike lanes and a multi-use trail; refurbished lighting and street furniture; three new colonial style transit bus shelters; soil cells for new street trees and low planters for vegetation and trees, and several other decorative features.

## ***Innovation and Integration***

Initiatives that focus on innovation and integration make active transportation a more convenient and reliable option year-round. By enhancing maintenance practices, adding amenities like bike parking, exploring technologies such as bike share programs, and improving regional connections, Windsor aims to support sustainable travel choices. The specific measures of success regarding the overall progress in Innovation and Integration are shown in Table 4.

Windsor has made considerable strides in bike share access and supportive infrastructure since 2019. An e-scooter micromobility program was launched in 2021 with 400 e-scooters initially, followed by the introduction of 75 e-bicycles in 2022. The City's new 2023 contract with Bird Canada allowed service area expansion to the City boundary - less some mostly unpopulated non-serviced areas - which increased service area coverage from approximately 15% to 76% of City lands, and in turn increasing accessibility.

As of 2024, enhancements to end-of-trip facilities included the addition of 194 bike racks located downtown/within BIAs and 107 bike racks in City Parks. While data on bicycle parking provisions in new developments remains unavailable, three City-owned facilities continue to provide long-term bicycle parking, unchanged since 2019. Nine on-the-spot bike repair "fixit" stations are distributed throughout the city; however, the majority are currently in disrepair due to ongoing vandalism. Transit Windsor's mobile app has seen remarkable growth with total user sessions increasing from 3.47 million to 19.37 million.

### **Key 2023 – 2024 Initiatives:**

- **Micromobility Program (2023)** - The City entered into a new contract with Bird Canada, expanding the service area City-wide, participated in several community active transportation events (i.e. Open Streets, Earth Day, Bike to Work Day), and promoted discounted pricing options to eligible clients.
- **Bike Parking Policy (2024)** - Formal framework was established to guide the expansion and quality of bike parking infrastructure.
- **Enhancement of the City's "Mapp My City" mapping platform (2024)** - "Biking and Trails" map improved to identify bike rack locations at various City facilities.
- **Ford Fireworks Bike Valet (2024)** - Free public bike parking provided to event attendees, courtesy of the City of Windsor Active Transportation Expert Panel.



**Table 4 – Innovation and Integration Measures of Success**

Measures of Success	2019	2024	Difference
Number of bike share bicycles	0*	75	+75
Proportion of Windsor's workplaces within 400 m of the bike share service area	36%*	95%	+59%
Proportion of Windsor's total population within 400 metres of the bike share service area	30%*	95%	+65%
Proportion of high equity needs neighbourhoods covered by bike share service area	69%*	90%	+21%
Number of bike racks downtown and in BIAs	Unknown	194	-
Percentage of new developments with short-term and long-term bicycle parking and end of trip facilities	Unknown	Unknown	-
Percentage of City owned and operated facilities with bicycle facilities	Unknown	Unknown	-
Number of secure bicycle parking spaces at transit stops	0	0	No change
Total km of pathways cleared (km)	87.6	162.5	+74.9
Total km of sidewalks cleared (km)	45.9	36.8	-9.1
Total km of bike routes cleared (km)	75.4	200.0	+124.6
Total operating budget for year-round maintenance of sidewalks, bicycle routes, trails, and bus stops+	\$916,927	\$1,508,300	+ \$591,373
Number of bicycle repair stations	9	9	No Change
Number of users of the Transit Windsor app	3,470,819	19,373,019	+15,902,200

\* Based on 2021 data, no former data available    + Winter control needs are weather dependent

## ***Culture Shift***

Ongoing special focus to foster a culture where various modes of active transportation are viewed as normal and preferred options. Actions include increasing active school travel, engaging the community, supporting seniors in physical activity and expanding bicycle tourism. Additionally, public education and awareness are helping residents feel safer and more comfortable using active transportation throughout the city. The specific measures of success on the overall progress in Culture Shift are shown in Table 5.

**Table 5 – Culture Shift Measures of Success**

Measures of Success	2019	2024	Difference
Number of courses offered for adult education and cycling skills training	0	0	No change
Number of school aged students participating in an education and cycling skills training courses	5996	7389*	-
Number of schools within the City of Windsor that have completed Active and Safe School Travel Programs	2	9	+7
Number of public wayfinding displays	Unknown	Unknown	
Funding allocated for promotion and education	\$ 0	\$ 0	No change
Number of annual student bus passes issued	68,496	91,783	+23,287

\*Data represents participation in **2020 – 2022 only** (2023 & 2024 data not available).

Active and Safe Travel to School Programs have increased from 2 to 9 since 2019, aided by an Ontario Active School Travel grant with a program administered by the Health Unit from 2020 to 2022, and with students continuing to participate in Windsor's Safety Village cycling education and skills training. Further, various modes of travel reported by over 1,300 students surveyed from two elementary schools in 2024 indicated 38% took the bus to school, 3% rode their bikes, 23% walked to school and 36% utilized car travel. Over 90,000 student bus passes were issued in 2024, a rise of over 30,000 from 2019.

#### Key 2023 – 2024 Initiatives:

- **Active and Safe School Travel Program (2023/2024)** - Active and Safe School Travel Pilot Program at Talbot Trail Public School to promote active travel and increased use of available school bussing through targeted engagement. The pilot afforded active and safe school travel resources, pre/post surveys to gauge school travel behaviour, Parent Advisory Council meeting, in-class presentations to 200+ Grade 3/4 students and school assembly presentations.
- **Promoting Biking and Walking Tourism – TWEPI** provides self-guided walking tours through districts (and provided by Museum Windsor and Jane's Walks Windsor Essex) will continue to be developed, with the prospect for purchasable excursions.
- **Public Messaging (2024)** – Educational promotion video for Victoria Bikeway.

### Quality of Life

This theme focuses on addressing the impacts of the built environment on public health, safety, accessibility and equity through the design and redesign of Windsor's streets and pathways. Key initiatives include promoting the benefits of sustainable transportation, enhancing road safety for all users, prioritizing infrastructure improvements to underserved areas and celebrating active transportation through marketing campaigns/events to encourage walking, cycling and transit use. Refer to Table 6 for the specific measures of success on the overall progress in Quality of Life.

In comparison to 2019, in 2024 Windsor saw mixed trends in quality of life indicators related to active transportation. While collisions involving pedestrians decreased slightly, collisions involving cyclists rose significantly by 35. However, both walking and cycling made up smaller overall proportion of total collisions. Fatal collisions involving people was largely unchanged while hospitalizations from walking and cycling injuries decreased by 10 and 30 respectively. Of note, increased injuries related to scootering suggest the need for stronger safety measures for new micromobility users.

**Table 6 – Quality of Life Measures of Success**

Measures of Success		2019	2024	Difference
<b>Number of collisions involving people*</b>	walking	92	88	-4
	cycling	61	96	+35
<b>Proportion of all collisions involving people (% of total collisions)*</b>	walking	1.5%	1.2%	-0.3%
	cycling	2.3%	1.3%	-1.0%
<b>Number of all fatal collisions involving people*</b>	walking	3	2	-1
	cycling	0	1	+1
<b>Proportion of all fatal collisions involving people*</b>	walking	0.07%	0.03%	-0.04%
	cycling	0%	0.01%	+0.01%
<b>Number of emergency room visits due to injuries involving people (April 2018 – March 2019 &amp; April 2023 – March 2024)</b>	walking	154	144	-10
	cycling	304	274	-30
	scootering	45	83	+38
	skateboarding	51	24	-27
<b>Number of road safety audits</b>		10	18	+8
<b>Number of audible pedestrian signals</b>		6	37	+31
<b>Percentage of intersections with curb ramps connecting sidewalks and multi-use pathways &amp; trails</b>		100%	100%	No change
<b>Number of pedestrian crossings (PXO, IPS, MPS)</b>		22	45	+23
<b>Number of annual walking, cycling events</b>		unknown	14	-

\* Collision data baseline is 2020 + 2019 reflects accumulated 2015-2019 audits

Since 2019, there has been continued City-wide progress in accessibility and safety infrastructure as per increase in audible pedestrian signals and pedestrian crossings. The number of road safety audits completed in a 5-year period increased by 8 audits. Also, community engagement was supported through at least 14 walking and cycling events since 2019, including new infrastructure grand openings.

### Key 2023 – 2024 Initiatives:

- **Vision Zero Policy (2024)** - Road safety strategy policy implemented aiming to reduce and ideally eliminate all traffic fatalities and serious injuries by striving to implement systemic changes in road design, and speed control.
- **Vision Zero Actions (2024)** - Addition of red-light cameras at 10 intersections.
- **Traffic Engineering Software (2024)** - Acquired to assist in keeping signal and stop warrants up to date, while enabling faster, more effective analysis of collision trends for improved road safety.
- **Pedestrian Crossing Times Reviewed with Accessibility Input (2023).**  
Comprehensive review of pedestrian crossing times conducted with the participation of WAAC and Vision Loss Members. Various walking speeds were evaluated and suitable signal crossing times were applied to various widths of street intersection crossings.
- **Social Policy and Planning and Windsor Essex Local Immigration Partnership (WE LIP) (2024)** - Initiatives included working with a Youth Advisory Committee to identify priorities related to affordable transportation; connecting with employment and settlement organization to ensure newcomers have access to affordable transportation, and promoted Bird Canada Community Pricing Program to clients.
- **Association of Pedestrian Bicycle Professionals Mobile Tour (2024)** –  
Administration hosted a Windsor e-bike tour for delegates of a conference held in Detroit, with support from ATMP authors Urban Systems, Bird Canada, and Tourism Windsor Essex Pelee Island. The tour showcased West End bikeways, the new Gordie Howe International Bridge multi-use path, Hon. Herb Gray Parkway trails and historic Sandwich Town to participants from across the U.S.

### Risk Analysis:

There are no risks associated with this informational biennial ATMP progress report.

### Climate Change Risks:

#### Climate Change Mitigation

By improving its active transportation network and by encouraging the use of sustainable modes of transport, the City of Windsor would be taking steps toward reaching its sustainability and greenhouse gas reduction goals and targets. The Community Energy Plan estimates that for every two percent mode shift to active transportation results in emissions reductions of about 8,000 tonnes CO<sub>2</sub>, or about one percent of the total transportation emissions in 2041.

#### Climate Change Adaptation

As climate change presents more global and local threats, active transportation provides an alternative mode of travel, where other methods of travel may not be available or accessible.

## **Financial Matters:**

Administration continues to seek out all opportunities to make additional funds available to achieve the funding levels contemplated by the 2019 ATMP, notwithstanding the significant competing demands on annual City municipal budgets. In the years 2020 through 2024, \$5,773,570 in City capital funding was budgeted for walking and cycling facilities completed under Public Works and an additional \$9,892,920 in Investing in Canada Infrastructure Program (ICIP) Grant funding was approved and allocated for walking and cycling facilities.

Over this same period 2020-2024, \$6,211,237 of funding has been afforded for maintenance of various active transportation facilities across the city. Maintenance activities included transit bus shelter maintenance and snow removal, sidewalk maintenance/repair, sidewalk and multi-use pathway/trail winter control, hand salting of wheel-chair ramps within the BIA. In addition to this cost, maintenance repainting of bike lane lines and cycling/pedestrian crossing pavement markings is carried out.

Two new dedicated staff have been added to the Transportation division since the approval of the 2019 ATMP. Specifically, an Active Transportation Coordinator and Active Transportation Engineer were approved under the 2020 and 2022 operating budgets respectively.

Administration will continue to explore opportunities to fund work identified in the ATMP with existing and future capital project budgets, however, Administration may need to utilize the Bikeway Development project, 7111031, to fund these initiatives where no capital funding is available. There is presently approximately \$1.4M in uncommitted funds previously approved available in the Bikeway Development Project 7111031 and \$2,903,500 in uncommitted approved in principle bikeway development funding within the 2025 10-year plan that can be used to fund ongoing work to build out the primary regional cycling network.

## **Consultations:**

Cindy Becker, Financial Planning Administrator – Public Works  
Roberta Harrison, Coordinator Maintenance  
James Chacko, Executive Director Parks Recreation and Facilities  
Dave Nicholls, Manager Parks Operations and Horticulture  
Michelle Staadegaard, Manager Culture and Event  
Jason Scott, Manager, Transit Planning  
Fahd Mikhael, Manager Design, Engineering  
Neil Robertson, City Planner  
Natasha Gabbana, Manager of Asset Planning  
Michael Dennis, Manager of Strategic Capital Budget Development and Control  
Matthew Johnson, Executive Director, Economic Development  
Stephen Lynn, Manager, Social Policy and Planning  
Michelle Moxley-Peltier, CEP Project Administrator  
Rory Sturdy, Supervisor By-Law Enforcement  
Lionel Kerneman, Tourism Windsor Essex Pelee Island  
Kevin Morse, Windsor Essex County Health Unit

Gina Bulcke, Windsor Regional Hospital  
City of Windsor Active Transportation Expert Panel  
Allan Botham, Director of Infrastructure and Planning, County of Essex  
Phil Bartnik, Director of Public Works / Engineering Services, Town of Tecumseh  
Jonathon Osborne, Director of Public Works, Town of LaSalle

### **Conclusion:**

By building on the achievements outlined in this report and advancing ongoing strategic actions from the ATMP—most notably by prioritizing the implementation of a Regional Cycling Network—the City can continue to strive towards its active transportation mode share target and enhance the provision of safe, accessible, comfortable and convenient sustainable transportation options to City residents and businesses.

### **Approvals:**

<b>Name</b>	<b>Title</b>
Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Ian Day	Senior Manager Transportation
Brian Lima	Executive Director, Operations and Deputy City Engineer
David Simpson	Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mansour	Chief Administrative Officer

### **Notifications:**

N/A

### **Appendices:**

Appendix A - ATMP Implementation Action Items  
Appendix B – New Walk Wheel Windsor Active Transportation Facilities 2023 to 2024  
Appendix C – Regional Priority Cycling Network

Appendix A - Active Transportation Master Plan Action Items

Identified as Quick Wins

Timeframes: Short (1-5 yrs), Medium (5-10 yrs), Long (10-20 yrs)

		Method of Implementation			Responsibility		
Action	Timeframe	Capital	O&M	Policy & Programming	Primary	Secondary	Status/Program
Action 1A.1: Improve process for implementing sidewalks for new developments based on Official Plan requirements.	Short			X	Planning	Engineering	Ongoing. Sidewalk requirements will continue to be implemented during the development application process. The City of Windsor Official Plan policies speak to the the requirements for side walks in new developments: <i>PEDESTRIAN NETWORK 7.2.3.2</i>
Action 1A.2: Use sidewalk capital funding to identify and eliminate gaps in the sidewalk network on major roads.	Ongoing	X	X		Operations	Operations	No funding was provided for this action item.
Action 1A.3: Revamp the sidewalk infill program and budget to provide sidewalks on local roads in areas around schools, seniors centres, hospitals, and other key destinations.	Ongoing	X	X		Engineering	Operations	Two new sidewalks have been constructed through the Pedestrian Safety Improvements Program, and are on track to construct a third sidewalk in 2025 (pending Council approval). Looking ahead, Administration has identified three additional locations requiring a sidewalk which will be presented to Council for approval as budget allows.
Action 1A.4: Continue the City's Inspection and Maintenance Program to upgrade or replace existing sidewalks	Ongoing		X		Operations	Operations	Sidewalk inspection and maintenance is ongoing.
Action 1A.5: Implement new or improved sidewalks in conjunction with other projects, plans, or developments.	Ongoing	X	X	X	Engineering, Operations	Transportation Planning, Planning	The Engineering and Public Works Operations teams continue to look for opportunities to implement new or improve sidewalks where feasible.
Action 1A.6: Add, preserve and enhance walkways and connections through neighbourhoods.	Ongoing	X	X		Operations	Engineering, Parks, Planning, and Recreation, Planning	Current funding covers rehabilitation only and not installing new sidewalks
Action 1B.1: Develop a city-wide network of bicycle facilities that is comfortable for people of all ages and abilities.	Ongoing	X	X		Transportation Planning	Engineering, Operations	Administration continue to look for opportunities to advance this initiative where funding is available.
Action 1B.2: Develop a minimum grid downtown all ages and abilities bicycle network	Medium	X	X		Transportation Planning	Engineering, Operations	No update.
Action 1B.3: Develop a Regional Spine network to provide high quality connections to downtown or from each area of the city	Medium	X	X		Transportation Planning	Engineering, Operations	A priority regional cycling network is being recommended with this 5 Year Progress Report.
Action 1B.4: Develop a spot improvement program to address gaps in the existing cycling network.	Medium	X	X	X	Transportation Planning	Engineering, Operations	Incomplete. Administration maintains a list of existing network gaps and will look for opportunities to address when funding is available.
Action 1B.5: Update the City's Development Manual, and continue to follow current bicycle facility design guidelines and best practices.	Short	X			Engineering	Transportation Planning, Traffic Operations	The Engineering team continues to follow current bicycle facility design guidelines and best practices.
Action 1B.6: Incorporate bicycle facilities as part of all new Environmental Assessments, infrastructure projects, as well as in conjunction with other projects, plans, and developments.	Ongoing	X	X		Transportation Planning, Engineering, Operations	Planning	The Engineering team is committed to improving our transportation network for cyclists. We continue to ensure consideration for bicycle facilities in all new environmental assessments and project designs where feasible. This approach ensures that opportunities for integrating safe and convenient cycling infrastructure are identified and evaluated from the earliest stages of project development.



Action 1C.1: Integrate the off-street pathway network with sidewalks and on-street bicycle routes for recreational and utilitarian forms of active transportation.	Ongoing	X	X		Parks	Operations, Transportation Planning	Ongoing
Action 1C.2: Develop a hierarchy of off-street pathways and trails.	Short			X	Parks	Transportation Planning	Ongoing
Action 1C.3: Develop new pathways through parks to improve active transportation connections	Ongoing	X	X		Parks	Transportation Planning	Administration continues to look for opportunities to advance this initiative where funding is available.
Action 1C.4: Develop a dedicated funding program for the Parks Department to improve, maintain and develop new pathways and trails.	Short	X	X	X	Parks	Parks	Administration continues to look for opportunities to advance this initiative where funding is available.
Action 1C.5: Investigate opportunities within existing utility, railway, alleyways and surplus road rights-of-way to develop new pathways	Ongoing	X	X		Parks	Transportation, Planning, Engineering	Administration continues to look for opportunities to advance this initiative where funding is available.
Action 1C.6: Integrate active transportation connections into parks consistent with the Parks Master Plan	Ongoing	X	X		Parks	Transportation	Administration continues to look for opportunities to advance this initiative where funding is available.
Action 1C.7: Add, preserve, and enhance cycling connections through neighbourhoods.	Ongoing	X	X		Transportation, Operations	Parks, Planning	Administration continues to look for opportunities to advance this initiative where funding is available.
Action 1D.1: Improve walking and cycling connections to transit service consistent with the concurrent Transit Windsor service review.	Ongoing	X	X		Transit Windsor	Operations, Planning, Transportation	Ongoing with the implementation of the 2023-2025 City council approved Service Plans and future master plan implementation
Action 1D.2: Prioritize amenities at bus stops such as benches, shelters, and customer information.	Ongoing	X	X		Transit Windsor, Engineering	Transit Windsor, Engineering	Ongoing with ICIP funding, 2 new shelter locations installed in 2024, possibly another 10 in 2025 or 2026
Action 1D.3: Install secure bicycle parking at high activity bus stops and transit exchanges	Ongoing	X	X		Transit Windsor	Transportation, Operations	With the recent approval of the Bike Parking Policy, Administration will look for opportunities to advance this initiative.
Action 1D.4: Continue to provide bike racks on all buses throughout the year.	Ongoing		X	X	Transit Windsor	Transit Windsor	Ongoing. No changes.
Action 1D.5: Continue to work towards a fully accessible transit system, making improvements to bus stops to ensure that they are accessible year-round.	Ongoing	X	X		Transit Windsor	Operations	Ongoing with ICIP funding, 57 new concrete pads installed in 2024 for passenger accessibility, plus any done in conjunction with new road construction projects. Another 90 locations proposed for 2025 or 2026.
Action 1D.6: Prioritize the installation of sidewalks and crossings along designated bus routes.	Ongoing			X	Transit Windsor	Operations, Traffic, Transportation Planning	Administration continues to look for opportunities to prioritize the installation of sidewalks and pedestrian crossings along transit routes.
Action 1D.7: Ensure the design of bicycle facilities considers the location of, and access to, bus stops.	Ongoing			X	Transportation Planning	Transit Windsor	Ongoing. This is considered in bike facility design.
Action 1D.8: Undertake a campaign to encourage all residents to consider transit as a viable, convenient, and comfortable means of transportation.	Short	X		X	Transit Windsor	Environmental Sustainability & Climate Change	No updates.
Action 1E.1: Improve existing grade separated crossings over major roads, interchanges, free flow ramps, watercourses, and rail.	Ongoing	X	X		Operations, Engineering	Operations, Engineering	Administration continues to look for opportunities to advance this initiative.
Action 1E.2: Develop new pedestrian and cycling grade separated crossings over watercourses, rail, and major roads.	Medium	X	X		Operations, Engineering	Transportation Planning, Parks	Administration continues to look for opportunities to advance this initiative.
Action 1E.3: Improve walking and cycling connections to grade separated crossings.	Medium-Long	X	X		Operations, Engineering	Transportation Planning, Parks	Administration continues to look for opportunities to advance this initiative.



Action 1E.4: Identify additional pedestrian crossing locations where warranted, and provide a continuation to the active transportation network, in areas of high pedestrian activity or with a high concentration of vulnerable road users.	Short-Medium	X	X		Transportation	Operations, Traffic, Engineering	Pedestrian crossover requests are received via resident 311 service requests, which are reviewed in the order that they are received. It is determined if the requested location is a candidate and recommended for a PXO, and appropriate type of PXO is determined. PXO locations may also be requested internally by administration to incorporate into a capital project if warranted and feasible.
Action 1E.5: Continue to regularly review pedestrian crossings to ensure they are well maintained, marked and painted to enhance visibility.	Ongoing		X		Traffic	Traffic	Pedestrian Crossing under regular maintenance program, only signalized intersections are painted annually.
Action 1E.6: Improve crossing treatments at locations where multi-use pathways intersect with a roadway in accordance with current best practices.	Ongoing	X	X		Transportation Planning, Operations, Traffic, Engineering	Transportation Planning, Operations, Traffic, Engineering	Incomplete
Action 1E.7: Provide improvements to bicycle crossing treatments where bicycle facilities intersect with major streets at signalized intersections, including cross-rides, bike boxes, and/or directional paint.	Ongoing	X	X		Transportation Planning, Operations, Traffic, Engineering	Transportation Planning, Operations, Traffic, Engineering	Ongoing. New project with directional paint and conflict markings through intersection: Victoria/Pelissier and Kildare Bikeways. The City will continue to include improvements where warranted.
Action 1E.8: Install bicycle detection at traffic signals on bicycle routes.	Ongoing	X	X		Operations	Operations	The City currently has vehicle detection in place at some intersections, which are sensitive enough to also detect bicycles.
Action 2A.1: Develop and adopt a Complete Streets policy and design guidelines	Short			X	Transportation Planning, Planning, Asset Planning, Engineering, Environmental Sustainability & Climate Change	Transit Windsor	Complete Streets Policy Developed 2021/03/30
Action 2A.2: Follow Complete Street principles in all new development and road projects	Ongoing	X	X	X	Engineering, Transportation Planning, Operations City	Planning	The Engineering team continues to ensure consideration for the implementation of Complete Street principles during <u>environmental assessments where feasible.</u>
Action 2B.1: Pilot vehicle-free rights-of-way opportunities	Ongoing	X				Operations	Ongoing. The City hosts an annual Open Streets event and other events in BIAs which include vehicle-free areas on City streets.
Action 2B.2: Trial pilot projects for testing out proposed improvements	Ongoing				Transportation Planning, Operations	Transportation Planning, Operations	Protected bike lane pilot on Victoria Ave. and Pelissier St.
Action 2B.3: Encourage urban vibrancy by exploring opportunities to temporarily utilize or repurpose vacant or underused City-owned space	Ongoing			X	Legal, Parks	Legal, Parks	Ongoing
Action 2B.4: Develop an Alleyways Revitalization Program to activate certain alleyways and improve pedestrian and cycling connections in the downtown through public art and tactical urbanism.	Short			X	Asset Planning, Operations, Parks, Transportation Planning & Culture	Asset Planning, Operations, Parks, Transportation Planning & Recreation & Culture	No update
Action 2C.1: Install public amenities including benches, street trees, lighting, drinking fountains, washrooms, and recycling bins, in the public right-of-way.	Ongoing	X	X		Operations, Parks, Engineering, Environmental Planning	Operations, Parks, Engineering, Environmental	Administration continues to look for opportunities to advance this initiative.
Action 2C.2: Work with Business Improvement Associations to improve the streetscape and public realm that recognizes the unique local identity consistent with district theming of <u>each business area.</u>	Ongoing	X	X			Operations, Engineering	Administration continues to look for opportunities to advance this initiative, e.g. Sandwich Town streetscaping in coordination with the BIA.
Action 2C.3: Provide landscaping and public art in the right of-way.	Ongoing	X	X		Engineering	Engineering, Recreation & Culture, Planning	Administration continues to look for opportunities to advance this initiative.

Action 2C.4: Encourage the use of patios within the public right-of-way.	Ongoing		X	X	City		No update
Action 2C.5: Work with Business Improvement Associations and other partners to activate public spaces.	Ongoing		X	X	Parks	Parks	Administration continues to look for opportunities to advance this initiative.
Action 2C.6: Provide accessible detours for people walking, cycling, and using transit during construction and maintenance.	Ongoing		X	X	Traffic, Operations, Engineering, Transit Windsor	Traffic, Operations, Engineering, Transit Windsor	The Engineering team continues to ensure safe accessibility for pedestrians walking, cycling and using transit during construction projects.
Action 2D.1: Ensure future population and employment areas are integrated with the existing and planned active transportation and transit network.	Ongoing		X	X	Planning	Transportation Planning & Transit Windsor	Ongoing. Schedule D - Land Use Plan of the City of Windsor Official Plan identifies future residential and employment lands and transportation networks.
Action 2D.2: Encourage new neighbourhoods to be designed with a mix of land uses to ensure destinations such as community centres, grocery stores, parks and schools are within walking distance.	Ongoing			X	Planning	Planning	Ongoing. Official Plan Amendment 159 was adopted in 2022 to implement mixed use corridors, mixed use nodes, and mixed use centres to promote a mix of land uses within existing built up areas throughout the City.
Action 2D.3: Implement design guidelines that encourage storefronts to face onto sidewalks in regional centres and develop similar guidelines for multi-family residential developments, to encourage parking lots that avoid large expanses in front.	Ongoing			X	Planning	Planning	Ongoing. Intensification/Design Guidelines were adopted with OPA 159 to provide design standards for new developments, including pedestrian connectivity and commercial storefronts to be located adjacent to sidewalks with rear parking areas along corridors.
Action 2D.4: Continue to support higher density, mixed use infill development in regional centres that promote and encourage active transportation.	Ongoing			X	Planning	Planning	Ongoing. OPA 159 implemented high-density mixed use centres in growth areas/regional centres.
Action 2E.1: Provide lighting along sidewalks, bicycle routes, transit stops and pathways where appropriate.	Ongoing	X	X		Engineering, Parks	Engineering, Parks	Administration continues to look for opportunities to advance this initiative.
Action 2E.2: Follow the standards of CPTED (Crime Prevention Through Environmental Design) as appropriate.	Ongoing	X	X		Police, Engineering, Parks	Police, Engineering, Parks	Incomplete
Action 2E.3: Address personal safety concerns on existing underpasses and other limited access routes with lighting improvements and/or design enhancements.	Ongoing	X	X		Engineering, Parks	Operations	Ongoing
Action 3A.1: Pursue a partnership with private operators to provide a public bike sharing program and consider the feasibility of an electric scooter sharing program.	Short			X	Transportation		Bird micromobility sharing program 2021-2022 Pilot & current contract 2023 - 2028 (incl. 2 optional years)
Action 3A.2: Continue to promote the Transit App to live track buses, and to see wait and travel times for each bus. In addition, continue to promote the use of the online prediction portal, the call or text the bus stop feature, and real time display signs for route and schedule information.	Ongoing		X		Transit Windsor	Transit Windsor	Ongoing no changes, social media posts are frequently made
Action 3A.3: Work with partners to ensure sustainable trip planning information is widely accessible through an integrated transportation data system and innovative mobile applications.	Medium			X	Engineering	Transit Windsor	Incomplete
Action 3A.4: Conduct a New Mobility study to ensure the City considers the impact of changing technologies and different users on the active transportation network.	Medium				Transportation Planning & Traffic	Transportation Planning & Traffic	Incomplete
Action 3B.1: Develop and implement bike parking policy.	Short	X	X	X	Transportation Planning	Transportation Planning, Engineering, Planning, Facilities	Bike Parking Policy approved by Council Sept.9, 2024
Action 3B.2: Conduct a Bicycle Parking Study to review and update requirements for short-term and long-term bicycle parking and end-of-trip facilities for new developments.	Short			X	Transportation Planning	Planning	A study has not been completed, however needs are identified based on the new Bike Parking Policy.

Action 3B.3: Ensure bicycle parking and end-of-trip facilities are provided at all City of Windsor owned and operated facilities.	Ongoing	X	X		Facilities	Facilities	Facilities are continuing to implement the Bike Parking Policy, which includes to maintain and replace bike parking infrastructure at our facilities.
Action 3B.4: Develop and implement an on-street bicycle corral program(pending bike parking policy).	Ongoing	X	X	X	Traffic, Transportation Planning	Operations, Engineering	Bike Parking Policy approved by Council Sept.9, 2024
Action 3B.5: Work with event coordinators and partners to provide temporary bicycle parking at community events.	Ongoing		X	X	Parks/Recreation	Parks/Recreation	Some efforts have been made. Needs improvement.
Action 3B.6: Implement bicycle repair and maintenance stations at key locations throughout the City of Windsor.	Ongoing		X		Parks/Recreation/Facilities	Parks/Recreation/Facilities	Under review. Existing Bike Fixit stations located throughout the City have been significantly vandalized and needed replacement and/or repair has become cost-prohibitive.
Action 3B.7: Maintain and update a digital inventory of public bicycle parking locations as part of the “Mapp My City App” and promote use of the application.	Ongoing		X	X	Engineering	Engineering	Bike parking locations are identified on the Mapp My City Biking and Trails Map
Action 3C.1: Review and update current minimum maintenance standards and ice/snow removal requirements for active transportation infrastructure including sidewalks, bicycle lanes, pathways, and transit stops	Short		X	X	Operations, Parks	Operations, Parks	The City does not currently follow minimum maintenance standards and this item also contravenes the Snow and Ice Removal By-Law # 8544.
Action 3C.2: Design bicycle routes to facilitate drainage and snow removal and pursue alternate snow storage.	Ongoing			X	Operations, Engineering	Operations, Engineering	No update
Action 3C.3: Increase enforcement of snow clearing bylaws for sidewalks.	Ongoing			X	By-law Enforcement	By-law Enforcement	By-law Enforcement responds to citizen complaints throughout the City. The enforcement of By-law 8544 has been ongoing each year and call volumes may vary based on the number of snow fall events year to year. We also assess entire City blocks and BIA's as needed
Action 3D.1: Improve active transportation connections to Detroit, including the Gordie Howe International Bridge (GHIB) and a pilot program for an active transportation ferry.	Medium	X		X	Transportation Planning	Transit Windsor	Construction of new cycling facilities connecting to the new GHIB: Sandwich St. bike lanes and multi-use path, MatchettRd. multi-use path (Malden Park GHIB MUP trailhead to Broadway St.) . To be completed in 2025: Broadway St. multi-use path (Matchett Rd. to Ojibway Parkway)
Action 3D.2: Work closely with neighbouring communities and jurisdictions to ensure active transportation connections.	Ongoing			X	Transportation Planning, Planning	Transportation Planning, Planning	Currently on CWATS Committee
Action 3E.1: Conduct a Downtown Parking Strategy and a City-Wide Parking Strategy to study the removal of parking space requirements within the Central Business District and other Business Improvement Areas and other locations throughout the City.	Short			X	Planning, Transportation Planning, Traffic, Parking	Transit Windsor	A request to perform a study was declined due to cost.
Action 3E.2: Establish a Transportation Demand Management (TDM) program to work with local businesses to encourage employees to use sustainable modes of transportation	Ongoing			X	Environmental Sustainability & Climate Change	Transit Windsor	Transit Windsor has offered a corporate value program for a number of years, with several local employers signed on, however participation in the program has been low.
Action 3E.3: Lead by example to encourage and incentivize City employees to walk, cycle, or take transit to work.	Short - Medium			X	Environmental Sustainability & Climate Change	Transportation Planning, Transit Windsor	EMP action A8.8 - Continue to provide incentives to City staff to leave their cars at home such as discounted bus passes and end-of-use facilities.- Has been completed by Corporate Wellness with the June Bike to Work Program. EMP action A8.3 - Promote the Transit Windsor corporate pass.- Ongoing with Transit Windsor taking the lead on the program

Action 3E.4: Continue to review parking rates in the downtown and other Business Improvement Areas to encourage walking, cycling, and transit usage.	Ongoing			X	Traffic, Parking	Transit Windsor	Incomplete
Action 4A.1: Continue to ensure the City is informed of research and evaluation of the benefits of active transportation infrastructure.	Short			X	Windsor Essex County Health Unit (WECHU)	WECHU	Worked with City of Windsor Active Transportation Coordinator on the AT Expert Panel committee, provided resources (i.e., built environment AT toolkit, events/promotional ideas around AT); provided any resources or stats as requested
Action 4A.2: Support partners wanting to develop Bicycle Friendly Business Districts and seek bike friendly business designation.	Ongoing			X	TWEPI	TWEPI	This initiative for new bike-friendly certified businesses is ongoing, with outreach for renewals occurring every 3 years. The provincial-based organization, Ontario By Bike, takes the lead on this by partnering with us and providing market-ready, cycle-friendly workshops for businesses.
Action 4B.1: Actively support the Active and Safe Routes to School program to encourage and spread awareness of the benefits of walking, cycling and busing to school.	Ongoing			X	WECHU, School Transportation Services (BusKids)	School Boards, Transportation Planning, Environmental Sustainability & Climate Change	Assisted and hosted a couple walkability and bikeability assessments for James Dunn and Dr. David Suzuki elementary schools.
Action 4B.2: Provide bicycle and public transit education and skills training for students in elementary and secondary schools.	Ongoing			X	School Boards & Safety Village	Transportation Planning, Transit Windsor	This will occur in 2025 with the elimination of the secondary school extras, school outreach proposed
Action 4B.3: Develop an educational campaign on the benefits of active school travel and the health and safety risks of driving children to school.	Short			X	School Boards & Safety Village	Environmental Sustainability & Climate Change, Transportation Planning, Parking Enforcement	Transportation Planning has been working with local school boards beginning in 2023, to provide education and support to promote active school travel and is in process of developing a standardized program.
Action 4B.4: Support the Seniors Advisory Committee, and encourage targeted community outreach programs for older adults to be active in their community.	Ongoing			X	Seniors Advisory Committee	Transportation Planning	Incomplete
Action 4B.5: Support the provision of adult education and cycling skills training.	Ongoing		X	X	Parks & Recreation	Windsor Bicycling Committee	Currently there are no adult cycling skills courses provided by the City
Action 4B.6: Work with children, youth, and people with physical disabilities to understand their key issues with active transportation.	Ongoing			X	School Boards, Safety Village, Windsor Accessibility Adv Committee	School Boards, Safety Village, Windsor Accessibility Adv Committee	Transportation Planning working with elementary school-aged children to promote active school travel.
Action 4B.7: Encourage students in Windsor to use public transit.	Short			X	Transit Windsor		This will occur in 2025 with the elimination of the secondary school extras, school outreach proposed.
Action 4C.1: Support the expansion of a bicycle and walking tourism initiative, such as walking and cycling tours.	Ongoing			X	TWEPI	Transit Windsor	Itineraries for self-guided cycling tours will be generated for 2026. Existing self-guided walking tours through districts (and provided by Museum Windsor and Jane's Walks Windsor Essex) will continue to be developed, with the prospect for purchasable excursions.
Action 4C.2: Encourage initiatives and events to integrate active transportation between Windsor and Detroit.	Ongoing			X	TWEPI	Transit Windsor	With the advent of the new Gordie Howe International Bridge and dedicated bike lanes, the plans are for building itineraries and routes on both sides of the border with the opportunity for connection via the Two-Nation Destination.
Action 4D.1: Enhance and expand pedestrian wayfinding information in the downtown and other major destinations throughout the city.	Short	X	X		Traffic Operations	Transportation Planning	Incomplete

Action 4D.2: Continue to provide cycling and pedestrian mapping and applications.	Ongoing			X	Transportation Planning, Engineering, Parks & Rec, Communications	Transportation Planning, Engineering, Parks & Rec, Communications	Mapp My City Bikes & Trails - provides cycling network information and the My School Neighbourhood mapping provides sidewalk and crossing guard locations for school areas. There is currently no application.
Action 4D.3: Work with partners to integrate information and resources that promote sustainable transportation and transportation demand management.	Ongoing			X	Transportation Planning, Transit Windsor, Environmental Sustainability & Climate Change	Transportation Planning, Transit Windsor, Environmental Sustainability & Climate Change	No updates
Action 4E.1: Ensure dedicated and stable annual funding is allocated to education, awareness and encouragement, including road safety.	Ongoing		X	X	Transportation Planning, Communications	WECHU, Safety Village	Incomplete
Action 4E.2: Develop videos and other tools to educate all road users on active transportation infrastructure and how to share the road.	Ongoing			X	Transportation Planning, Communications	Windsor Police	Some videos have been made. Opportunities improvement.
Action 4E.3: Develop a positive messaging campaign to portray active transportation as a normal, everyday mode of transportation.	Ongoing			X	Transportation Planning, Communications, Environmental Sustainability & Climate Change	Transit Windsor	Incomplete
Action 4E.4: Continue to work towards meeting and exceeding the greenhouse gas (GHG) emissions and energy reductions targets in the transportation sector.	Ongoing			X	Environmental Sustainability & Climate Change	Environmental Sustainability & Climate Change	Annual monitoring, tracking, and reporting of GHG emissions, education campaigns focusing on anti-idling ongoing, supporting initiatives focusing on modal shift and EV adoption through Corporate Initiatives and Fleet projects (i.e. purchasing of EV vehicles and installation of EV charging stations)
Action 5A.1: Support Committees of Council representing vulnerable and under-represented groups to identify their unique needs.	Ongoing			X	Transportation Planning	Transportation Planning	Members of Windsor Accessible Advisory Committee and Active Transportation Expert Panel.
Action 5A.2: Continue to be informed by work from researchers and initiatives that are studying the relationship between health and active living.	Ongoing			X	WECHU	Social Policy & Planning	Continued to communicate with City Active Transportation Coordinator on any future or potential initiatives that could be addressed, along with current research on AT issues and what is currently going on regionally and provincially around the built environment and active transportation.
Action 5A.3: Demonstrate the impacts of vehicle emissions on local air quality and highlight the positive impacts of active transportation on air quality in reducing overall vehicle emissions and improving public health.	Ongoing			X	Environmental Sustainability & Climate Change	Transportation Planning	No update
Action 5B.1: Continue to provide a road safety report and monitor pedestrian and cycling safety trends.	Ongoing			X	Transportation Planning	Transportation Planning	Incomplete
Action 5B.2: Continue to monitor hot spot collision locations and identify safety mitigation measures.	Ongoing			X	Transportation Planning	Engineering, Police, Public Works, Traffic	Top collision intersections reviewed with Windsor Police Services on a regular basis. RLC implemented where applicable, Radar feedback signs and guidelines painted at <u>some intersections</u> .
Action 5B.3: Continue to implement the traffic calming and school neighbourhood policy.	Ongoing	X	X	X	Transportation Planning	Engineering, Public Works, Traffic	Ongoing



Action 5B.4: Fund the mitigation measures identified stemming from of the Road Safety Report.	Ongoing	X	X	X	Transportation Planning, Engineering, Public Works, Traffic	Transportation Planning, Engineering, Public Works, Traffic	No Project yet identified by Council.
Action 5B.5: Adopt a formal Vision Zero policy.	Short			X	Transportation Planning, Engineering, PW, Traffic, WPS.	Transportation Planning, Engineering, PW, Traffic, WPS, WFRS, WECHU	Vision Zero Policy adopted in February 2024
Action 5C.1: Continue to follow AODA standards.	Ongoing	X	X	X	Engineering, Parks, PW, Traffic, Transit	Windsor Accessibility Committee	The City continues to follow current AODA standards for all new pedestrian facilities.
Action 5C.2: Where appropriate, continue to consult with the Accessibility and Diversity Officer on transportation projects.	Ongoing			X	Engineering, Parks, PW, Traffic, Transportation Planning	Engineering, Parks, PW, Traffic, Transportation Planning	Various departments continue to coordinate with the Accessibility and Diversity Officer where appropriate on transportation projects.
Action 5C.3: Continue to consult with City of Windsor Accessibility Advisory Committee and incorporate best practices into engineering design standards.	Ongoing	X	X	X	PW, Engineering, Facilities, Parks	Windsor Accessibility Committee	Ongoing consultation with Windsor Accessibility Advisory Committee (WAAC)
Action 5C.4: Continue to review and install audible pedestrian signals	Ongoing	X	X		Traffic	PW	Administration continues to look for opportunities to advance this initiative.
Action 5C.5: As per current best practice, continue to monitor, review, and adjust as necessary, crossing times at intersections to ensure adequate time is provided for all pedestrians.	Ongoing		X	X	Traffic	Traffic	Comprehensive review of our pedestrian crossing times in the summer/fall of 2023. With the participation of WAAC and Vision Loss Members various walking speed were evaluated and suitable times were calculated.
Action 5C.6: Reduce pedestrian crossing distances by providing narrower roads and lanes and considering curb extensions or median islands where feasible.	Short-Medium	X	X		Transportation Planning, Engineering, PW	Transit	Will be implemented wherever feasible.
Action 5D.1: Continue to conduct targeted communication and engagement with vulnerable and under-represented groups to identify unique needs.	Ongoing			X	Social Policy and Planning, Communications	Social Policy and Planning, Communications	2024 initiatives: 1.WE LIP asked transportation related questions to International Students in their survey and focus groups, published in the WE LIP report. 2. Social Policy & Planning promoted Canada's Community Pricing Program to clients. 3. With launch of Integrated Employment Services, Social Policy and Planning connected with employment and settlement organizations to share information about the APP, ensuring newcomers could still access affordable transportation despite cuts to Employment Ontario and Ontario Works benefits.
Action 5D.2: When evaluating pedestrian programs, prioritize infrastructure improvements to those neighbourhoods with a high equity need.	Short-Medium	X	X	X	Engineering, PW	Engineering, PW	The Engineering team continues to look for opportunities to advance initiatives to those neighbourhoods with a high equity need.
Action 5D.3: Continue to work with immigrant and refugee organizations in Windsor such as the Windsor Essex Local Immigration Partnership (WE LIP) to promote cycling, walking and transit as safe, comfortable, and inexpensive transportation options.	Ongoing			X	Social Policy and Planning	Windsor Essex Local Immigration Partnership	Ongoing initiatives: Workforce Windsor Essex Job Map, available to all jobseekers, shows bike routes and transit routes to employment to ensure opportunities for active and public transportation are clear. Also supports Council Member Jane's Walks, to promote walking through the community for place-based education and advocacy. WE LIP 2024 initiatives: 1. Added Bike Windsor Essex to the council, presenting their organization and services, helping increase awareness of local supports. 2. Workforce Windsor Essex worked with a Youth Advisory Committee to identify priorities related to affordable transportation.

Action 5E.1: Use the Walk Wheel Windsor brand as a recognizable visual identity and expand information on the website.	Ongoing		X	X	Communications	Transportation Planning	Updates to website planned for 2025
Action 5E.2: Report biennially on growth in active transportation network, annual spending on active transportation, and meeting (or exceeding) targets outlined in the Community Energy Plan.	Ongoing			X	Environmental Sustainability & Climate Change	Transportation Planning	Transportation Planning presented biennial report S 52/2023 Active Transportation Master Plan Update, to the Environmental, Transportation and Public Safety standing committee on October 25, 2023 and to Council on November 27, 2024
Action 5E.3: Find opportunities to celebrate the installation of walking and cycling facilities.	Ongoing		X	X	Transportation Planning & Communications	Transportation Planning & Communications	Ongoing, but opportunities for improvement.
Action 5E.4: Continue to support sustainable transportation events and festivals	Ongoing			X	Parks, Recreation & Culture	Active Transportation Expert Panel, Transit Windsor, City of Windsor Workplace Wellness Committee (WWWC)	The City hosts an annual Open Streets event, supports several vehicle-free events in BIAs and the Earth Day Event at Malden Park. The AT Expert Panel has sponsored Bike to Work Day, a Fireworks Bike Valet and funded 2025 cycling education field trips to the Safety Village. The WWWC supports the promotion of active transportation through initiatives promoting active breaks through lunches (Walking Wednesdays), celebrating June Bike Month and Workplace Physical Activity outlines City active transportation resources and environmental supports related active living
Action 5E.5: Continue to work towards recognition under the Bike Friendly Community program through Share the Road	Ongoing			X	Transportation Planning	Transportation Planning	Ongoing



# Appendix B - Additions to Windsor's Cycling Network 2020 - 2024

Year	Facility Type	Street/Park	From	To	Length (km)
2020	Bike Lanes	Riverside Dr E	Solidarity Towers	Lauzon Rd	1.20
	Bike Lanes	Pulford /California	Norfolk St	Northway Ave	0.45
	Bike Lanes	Memorial Dr	Vimy Ave	Marentette Ave	0.25
	Sharrows	College Ave	Wellington Ave	Crawford Ave	0.25
	Multi-Use Pathway	CN Rail Underpass	Dougall Ave	South Cameron Blvd	0.38
	Multi-Use Pathway	Ojibway Pkwy - Path Realignment	Ateast Weaver Rd trailhead		0.08
	Multi-Use Pathway	Tranby Ave	Parkview Ave	Isabelle Pl	0.30
	Multi-Use Pathway	Rhodes/Deziel Drive Ph 1	Kautex	Pillette Rd	2.10
	Multi-Use Pathway	Banwell Rd Phase 1	Tecumseh Rd E	Palmetto St	0.37
	Mutli-Use Trail	Bridgeview Park	N/A	N/A	0.42
	Mutli-Use Trail	Langlois Park	N/A	N/A	0.66
	Mutli-Use Trail	Tranby Park	N/A	N/A	1.15
	Mutli-Use Trail	Alexander Park	Playground	Viewing Area	0.05
	TOTAL				7.66
2021	Buffered Bike Lanes	Cabana Road Phase 3	Dominion Blvd/Mount Royal Dr	Dougall Ave	1.30
	Multi-Use Pathway	Little River			0.74
	Multi-Use Pathway	Rhodes Drive Phase 2	Pillette Rd	Jefferson Blvd	2.10
	Multi-Use Pathway	Florence Ave	Beverly Glen St	Little River Blvd	0.52
	Multi-Use Pathway	Matchette Road Phase 1	EC Row Expressway	Chappell Ave	1.00
	Multi-Use Pathway	EC Row Avenue East	Bliss Rd	Turner Rd	0.40
	Multi-Use Pathway	Addition to EC Row Ave Trail	Walker Rd	Riberdy Rd	
	Multi-Use Pathway	Walker Road	EC Row Collector North	EC Row Collector South	
	Mutli-Use Trail	Central Park			1.60
	Mutli-Use Trail	Southdale Park			0.35
	Mutli-Use Trail	Riverside Baseball Park			0.70
	Mutli-Use Trail	George Avenue Park			0.72
	Mutli-Use Trail	Alton C Parker Park			0.29
	TOTAL				9.72
2022	Bike Lanes	North Talbot Rd	E of Howard Ave	E of Southwood Lakes	0.28
	Bike Lanes	Ducharme St	Cancun St	Helsinki Court	0.20
	Cycle Tracks	Hawthorne Dr	Roseville Park	Lauzon Pkwy	1.22
	Multi-Use Pathway	Hawthorne Dr	Lauzon Pkwy	Lauzon Rd	0.53
	Mutli-Use Trail	Wilson Park	Addie Knox parking lot	Spalsh pad and playground	0.15
	Mutli-Use Trail	Willistead Park	Niagara St	Existing multi-use trails	0.04
	Mutli-Use Trail	Stodgell	new multi-use trail		0.68
	Mutli-Use Trail	Roseville Gardens Park	new multi-use trail sections added		0.16
	Mutli-Use Trail	Little River Boulevard Park	Morningstar Ave	Katella Ave	0.06
	TOTAL				3.31
2023	Multi-Use Pathway	Matchett Rd	EC Row Expressway	Broadway St	0.70
	Multi-Use Pathway	Banwell Rd Phase 2	Palmetto St	Mulberry Dr	0.46
	TOTAL				1.16
2024	Local Street Bikeway	Victoria-Pelissier Bikeway	Erie St	Shepherd St E	1.20
	Local Street Bikeway	Kildare Bikeway	Ottawa St	Shepherd St E	0.37
			Seneca St	Tecumseh Rd E	0.38
	Protected Bike Lanes	Victoria Ave	University Ave	Wyandotte St W	0.45
	Buffered Bike Lanes	Victoria-Pelissier Bikeway	Wyandotte St W	Erie St	1.20
	Buffered Bike Lanes	Kildare Bikeway	Shepherd St E	Seneca St	0.51
	Buffered Bike Lanes	Dougall Ave	Ouellette Ave	Eugenie St W	0.69
	Buffered Bike Lanes	Cabana Road Phase 4	Mt. Carmel Dr	Hwy. 3	2.80
	Buffered Bike Lanes	Sixth Concession	Provincial Rd	Cabana Rd	0.54
	Buffered Bike Lanes	Dominion Blvd	Northwood St	Ojibway St	1.10
	Multi-Use Pathway	Provincial Rd	6th Concession	Legacy Park Dr	1.97
	TOTAL				11.21
2020 - 2024 TOTAL				33.062	



# APPENDIX C - REGIONAL CYCLING NETWORK MAP

