

Community Services Standing Committee Meeting Agenda

Date: Wednesday, May 6, 2026

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

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

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

MEMBERS:

Ward 2 - Councillor Frazier Fathers

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman (Chairperson)

Ward 6 - Councillor Jo-Anne Gignac

ORDER OF BUSINESS

Item # Item Description
1. CALL TO ORDER

READING OF LAND ACKNOWLEDGMENT

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

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. ADOPTION OF THE MINUTES

- 3.1. Adoption of the Community Services Standing Committee minutes of its meeting held January 7, 2026 **(SCM 12/2026)**

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

5. COMMUNICATIONS

6. PRESENTATIONS AND DELEGATIONS

7. COMMITTEE MATTERS

- 7.1. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held June 11, 2025. **(SCM 400/2025)**
- 7.2. Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held September 10, 2025. **(SCM 401/2025)**
- 7.3. Age Friendly Windsor Working Group 2025 Annual Report **(SCM 30/2026)**

- 7.4. Minutes of the Committee of Huron Lodge of its meeting held March 13, 2026
(SCM 112/2026)
- 7.5. Minutes of the Windsor Accessibility Advisory Committee of its meeting held March 19, 2026
(SCM 115/2026)

8. ADMINISTRATIVE ITEMS

- 8.1. CQ7-2025 – Safety Mitigation Measures at Special Events - City Wide **(SCM 20/2026)**
(C 161/2025) *Author: Samantha Magalas, Manager, Parks, Recreation & Facilities Programming*

Clerk's Note: Administration is providing the **attached** additional information memo
(AI 6/2026) *Author: Samantha Magalas, Manager, Parks, Recreation & Facilities Programming*
- 8.2. 2026 Municipally Significant Event Status - Ward 3 **(S 40/2026)** *Author: Samantha Magalas, Manager, Parks, Recreation & Facilities Programming*
- 8.3. Response to CQ 5-2025 – Current Challenges Faced by Seniors and Potential Mitigation Strategies – City Wide **(S 134/2025)** *Author: Jamie Scott, Executive Director, Parks, Recreation & Facilities (Acting)*

9. QUESTION PERIOD

10. ADJOURNMENT



Committee Matters: SCM 12/2026

Subject: Adoption of the Community Services Standing Committee minutes of its meeting held January 7, 2026

Community Services Standing Committee Meeting

Date: Wednesday, January 7, 2025

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

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

Members Present:

Councillors

Ward 2 - Councillor Frazier Fathers

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman (Chairperson)

Ward 6 - Councillor Jo-Anne Gignac

PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Dana Paladino, Commissioner, Human & Health Services

Michael Chantler, Commissioner, Community Services

Kirk Whittal, Executive Director, Housing & Children Services

Alina Sirbu, Executive Director, Long Term Care / Administration

Jamie Scott, Acting Executive Director, Parks, Recreation & Facilities

Michelle Staadegaard, Manager, Culture & Events

Samantha Magalas, Manager, Parks, Recreation & Facilities

Alicea Fleming, Acting Manager, Housing & Children Services

Stephen Lynn, Manager Social Policy & Planning

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

Michelle Oake, Project Manager

Anna Ciacelli, Deputy City Clerk

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1. CALL TO ORDER

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

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES

3.1. Adoption of the Community Services Standing Committee minutes of its meeting held November 5, 2025

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Renaldo Agostino

THAT the minutes of the Community Services Standing Committee meeting held November 5, 2025 **BE ADOPTED** as presented.

Report Number: SCM 346/2025

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 Community Public Art Working Group of its meeting held October 21, 2025

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Frazier Fathers
Decision Number: **CSSC 302**

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THAT the minutes of the Community Public Art Working Group meeting held October 21, 2025 **BE RECEIVED**.

Carried.

Report Number: SCM 368/2025

7.2. Minutes of the Windsor Accessibility Advisory Committee of its meeting held November 13, 2025

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Frazier Fathers

Decision Number: **CSSC 303**

THAT the minutes of the Windsor Accessibility Advisory Committee meeting held November 13, 2025 **BE RECEIVED**.

Carried.

Report Number: SCM 377/2025

7.3. Report No. 134 of the Windsor Accessibility Advisory Committee

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 304**

THAT Report No. SCM 378/2025 of the Windsor Accessibility Advisory Committee indicating:

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$29,556.33 from the Capital Fund for the construction of the Alexander Park Accessible Path.

BE APPROVED.

Carried.

Report Number: SCM 378/2025

7.4. Windsor Accessibility Advisory Committee 2025 Annual Report

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 305**

THAT the Windsor Accessibility Advisory Committee 2025 annual report **BE APPROVED**.

Carried.

Report Number: SCM 395/2025

7.5. Community Public Art Working Group 2025 Annual Report

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **CSSC 306**

THAT the Community Public Art Working Group 2025 annual report **BE APPROVED**.
Carried.

Report Number: SCM 393/2025

7.6. Minutes of the Age Friendly Windsor Working Group of its meeting held November 26, 2025

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

Decision Number: **CSSC 307**

THAT the minutes of the Age Friendly Windsor Working Group meeting held November 26, 2025 **BE RECEIVED**.
Carried.

Report Number: SCM 394/2025

7.7. Minutes of the Committee of Management for Huron Lodge of its meeting held December 9, 2025

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

Decision Number: **CSSC 308**

THAT the minutes of the Committee of Management for Huron Lodge meeting held December 9, 2025 **BE RECEIVED**.
Carried.

Report Number: SCM 397/2025

8. ADMINISTRATIVE ITEMS

8.1. CQ7-2025 – Safety Mitigation Measures at Special Events - City Wide

Councillor Renaldo Agostino requests that the Committee go in-camera to discuss safety measures at public events before this item goes before City Council. Michael Chantler, Commissioner, Community Services appears before the Community Services Standing Committee regarding the administrative report dated November 18, 2025, entitled “CQ7-2025 – Safety Mitigation Measures at Special Events – City Wide” and recommends moving in-camera now to discuss this matter, so that administration can prepare information for when this matter goes before City Council.

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Jo-Anne Gignac

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

Carried.

The Committee moves in-camera at 9:05 o'clock am.

Moved by: Councillor Frazier Fathers

Seconded by: Councillor Mark McKenzie

That the Committee **MOVE BACK** into public session at 9:45 o'clock am.

Carried.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Frazier Fathers

Decision Number: **CSSC 309**

That the report of the Assistant Manager, Recreation Programming dated November 18, 2025 entitled "CQ7-2025 – Safety Mitigation Measures at Special Events – City Wide" **BE RECEIVED** for information.

Carried.

Report Number: C 161/2025
Clerk's File: ACOQ2025 & SR2025

8.2. 2025 Ministry of Education (MEDU) Child Care and Early Learning Funding Update

Councillor Renaldo Agostino asks for a more robust explanation of the departmental authority as it relates to cosigning on purchasing. Dana Paladino, Commissioner, Human & Health Services appears before the Community Services Standing Committee regarding the administrative report dated December 15, 2025, entitled "2025 Ministry of Education (MEDU) Child Care and Early Learning Funding Update" and responds that the authority currently exists between the Commissioner, Human & Health Services and the CAO to allow the signing of agreements that distribute grant funding from upper levels of government to be transferred to various childcare service providers, often exceeding \$1 Million. This report is to transfer authority to the City Treasurer's office to be a signatory as well as the Commissioner Human & Health Services to allow for quicker processing of these agreements.

Councillor Jo-Anne Gignac asks if the agreements are subject to the approval of other departments. Ms. Paladino responds that the City Treasurer will be the final signing authority in lieu of the CAO, and the agreements must be satisfactory to Finance, the Executive Director of Children's Services and to Legal before signing.

Councillor Jo-Anne Gignac adds that additional staffing will be required in the future to be able to deal with the additional responsibility. Ms. Paladino responds that there is a timely budget issue coming forward in relation to staffing.

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

Decision Number: **CSSC 310**

That Council **UPDATE** CR154/2024 to replace the words “Chief Administrative Officer” with “Commissioner of Finance & City Treasurer” as follows:

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

Carried.

Report Number: C 168/2025
Clerk’s File: SS/13629

9. QUESTION PERIOD

None registered.

10. ADJOURNMENT

There being no further business the meeting of the Community Services Standing Committee is adjourned at 9:52 o’clock a.m. The next meeting of the Community Services Standing Committee will take place on February 4, 2026.

Carried.

Ward 5 – Councillor Ed Sleiman
(Chairperson)

Deputy City Clerk / Supervisor of Council
Services



Committee Matters: SCM 400/2025

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held June 11, 2025.



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

MEETING MINUTES

WEDNESDAY, JUNE 11TH, 2025; 9:00AM TO 10:00AM

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

<p><u>In Attendance</u></p> <p>Co-Chairs Dana Paladino, David Sundin</p> <p>Members Jacqueline Bobyk-Krumins (on behalf of Leonardo Gil), Debi Croucher, Brian Cyncora, Karel Degraaf, Jeanie Diamond-Francis, Kate Gibb, Ciara Holmes, Mark Loucas, Eric Nadalin, Carolyn Warkentin</p> <p>Project Team Amanda Alchin, Stephen Lynn, Michelle Oake</p>

<p><u>Regrets</u></p> <p>Members Kevin Blondin, Bill Marra, Wendi Nicholson, Jason Woods</p>
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Agenda Item	Highlights	Action/Update
Call to Order	<p>1.1 Welcome</p> <ul style="list-style-type: none"> Co-Chair, David Sundin, Director, Legislative & Legal Services, County of Essex, welcomed members and <i>new</i> Co-Chair of the Regional Systems Leadership Table (RSLT): Commissioner, Human & Health Services, City of Windsor, Dana Paladino. <p>1.2 Establish Quorum and Call to Order</p> <ul style="list-style-type: none"> 10 members were present, establishing quorum. The meeting was called to order at 9:01 am. <p>1.3 Approval of Today's Agenda</p> <ul style="list-style-type: none"> The Meeting Agenda for June 11, 2025 was approved. <p>1.4 Declaration of Conflicts of Interest</p> <ul style="list-style-type: none"> N/A <p>1.5 Approval of March 12th, 2025 Meeting Minutes</p> <ul style="list-style-type: none"> The March 12, 2025 Meeting Minutes were approved. 	

<p>Matters of Discussion</p>	<p>2.1 Progress Updates: Ongoing WERCSWB Projects</p> <p>2.1.1 Community Investment Fund</p> <ul style="list-style-type: none"> • Two upcoming Neighbourhood Safety & Crime Prevention Walks, which will be facilitated by the Ontario Provincial Police (OPP), were highlighted: <ul style="list-style-type: none"> ○ June 11, 2025 – 6:30 pm to 8:00 pm – Mettawa Park Gazebo, Kingsville, ON ○ June 17, 2025 – 6:30 pm to 8:00 pm – Belle River Marina, Lakeshore, ON • By the end of June, a Neighbourhood Safety & Crime Prevention Walk will have been held in each municipality. <p>2.1.2 Building Safer Communities Fund (BSCF)</p> <ul style="list-style-type: none"> • The <i>Empowering Voices: Youth Leading Change Symposium</i>, which occurred on April 2, 2025 at the Canadian Transportation Museum and Heritage Village in Kingsville, ON, was a success. <ul style="list-style-type: none"> ○ Hosted by the Regional Crime Prevention Council (RCPC), there were sixty youth from grades 7 to 10 in attendance; sixteen community booths; one keynote speaker – Jermaine Jackson, Educator & Activist; four workshops – Online Safety, Youth Mental Health, Healthy Relationships, Vaping: Break the Vape; and youth participation in building a ‘Lead the Change Mural.’ <p>2.1.3 Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP)</p> <ul style="list-style-type: none"> • The \$1.7 Million Substance Supports in Neighbourhoods Accessed Through Police Partnerships (SSNAPP) CSP grant came to an end March 31, 2025. • Closely working partnerships between the Windsor Police Service, the Windsor Essex County Health Unit, and the City of Windsor led Project SSNAPP to great success. • There is ongoing discussion to partner with the OPP to complete similar initiatives in the County. A funding application has been submitted. <p>2.2 WERCSWB Plan Wrap-Up (2022-2026)</p> <ul style="list-style-type: none"> • Wrap-up of activities began March 31, 2025. • Progress Report and Next Steps were presented to City Council on May 26, 2025 and will be presented to County Council June 18, 2025. <p>2.3 WERCSWB Plan Revision (2026-2029)</p> <ul style="list-style-type: none"> • Revision is well underway. An environmental scan, multiple focus groups, and survey which received over 740 responses, were conducted. • There will be an additional focus group, with leadership and community partners, held on June 17, 2025. • A recap of the survey responses, as well as the following priorities identified in the survey, was provided: <ul style="list-style-type: none"> ○ To create safer public spaces and improve responses to community concerns 	
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	<ul style="list-style-type: none"> ○ To make it easier for people to know about services and get the help they need when and where they need it ○ To encourage families, neighbours, and local groups to help build community safety ○ To promote opportunities for positive youth development ○ To support neighbourhood events and programs that bring people together ● Other topics that will be included in the revision of the Plan will be Intimate Partner Violence (IPV)/ Gender Based Violence (GBV) and substance use supports. ● Important deadlines were outlined: <ul style="list-style-type: none"> ○ September 3, 2025 – Present revised plan to RSLT via email / Feedback will be requested ○ September 10, 2025 – RSLT meeting – All edits will be adopted at meeting ○ November 19, 2025 – Present revised plan to County Council ○ November 24, 2025 – Present revised plan to City Council ○ December 17, 2025 – Send revised plan to Ministry and upload Final 2022-2026 CSWB plan report to website 	
<p>Unfinished Business</p>	<p>3.1 New CSPA Legislation</p> <ul style="list-style-type: none"> ● There are new legislative requirements for the revision of the Plan as it relates to the advisory committee (RSLT) overseeing the Plan’s implementation. ● By the time that the revised Plan is launched, the RSLT will be in compliance with these new legislative requirements. 	
<p>New Business / Round Table Discussion</p>	<p>4.1 Good News and Upcoming Events</p> <ul style="list-style-type: none"> ● Feedback received from the Regional Crime Prevention Council (RCPC) reconfirmed the value of the work being completed by the Council. All members agreed that the RCPC should continue, even after its current funding (BSCF) ends in March of 2026. There is optimism that the RCPC can continue through other funding avenues. 	
<p>Adjournment</p>	<p>5.1 Next Quarterly Meetings</p> <ul style="list-style-type: none"> ● September 10, 2025 (9:00 am-10:00 am) ● December 10, 2025 (9:00 am-10:00 am) <p>5.2 Meeting Adjourned</p> <ul style="list-style-type: none"> ● The meeting was adjourned at 9:49 am. 	



Committee Matters: SCM 401/2025

Subject: Minutes of the Windsor Essex Regional Community Safety and Well-Being Plan's Regional Systems Leadership Table of its meeting held September 10, 2025.



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

MEETING MINUTES

WEDNESDAY, SEPTEMBER 10TH, 2025; 9:00AM TO 10:00AM

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

In Attendance

Co-Chairs

Dana Paladino, David Sundin

Members

Sean Bender, Brian Cyncora, Karel DeGraaf, Jeanie Diamond-Francis, Kate Gibb, Leonardo Gil, Ciara Holmes, Steve Kirinic (on behalf of Jason Woods), Amy LoFaso, Mark Loucas, Crystal Meloche, Eric Nadalin, Wendi Nicholson, Nicole Sbrocca, Carolyn Warkentin

Guest Speakers

Julie Fraser, Allison Prieur

Project Team

Amanda Alchin, Stephen Lynn, Michelle Oake, Valerie Panou

Regrets

Members

Kevin Blondin, Debi Croucher, Bill Marra

Agenda Item	Highlights	Action/Update
<p>Call to Order</p>	<p>1.1 Welcome</p> <ul style="list-style-type: none"> • Co-Chair of the Regional Systems Leadership Table (RSLT) and Commissioner, Human & Health Services, City of Windsor, Dana Paladino welcomes members and introduces new RSLT members: <ul style="list-style-type: none"> ○ Nicole Sbrocca, Chief Executive Officer, Canadian Mental Health Association, Windsor-Essex County Branch ○ Amy LoFaso, Principal of Safe Schools, Windsor-Essex Catholic District School Board ○ Leonardo Gil, Senior Director of Services, Windsor-Essex Children’s Aid Society ○ Crystal Meloche, Mayor of LaSalle and Chair of LaSalle Police Services Board • Julie Fraser and Allison Prieur, Creative Momentum Consulting, are also introduced and are thanked for their work on the second iteration (“refresh”) of the Windsor Essex Community Safety and Well-Being (CSWB) Plan. <p>1.2 Establish Quorum and Call to Order</p> <ul style="list-style-type: none"> • 17 members were present, establishing quorum. • The meeting was called to order at 9:02 am. 	

	<p>1.3 Approval of Today’s Agenda</p> <ul style="list-style-type: none"> The Meeting Agenda for September 10, 2025 was approved. <p>1.4 Declaration of Conflicts of Interest</p> <ul style="list-style-type: none"> N/A <p>1.5 Approval of June 11th, 2025 Meeting Minutes</p> <ul style="list-style-type: none"> The June 11, 2025 Meeting Minutes were approved. 	
<p>Matters of Discussion</p>	<p>2.1 Presentation: Second Iteration (“Refresh”) of the Windsor Essex CSWB Plan</p> <ul style="list-style-type: none"> Julie Fraser and Allison Prieur, Creative Momentum Consulting, provided a presentation on the second iteration (“refresh”) of the Windsor Essex CSWB Plan. The community engagement process, which involved engaging 746 diverse community members in addition to CSWB leadership and municipal partners, was outlined: <ul style="list-style-type: none"> Two leadership focus groups Two public focus groups, one for City residents and one for County residents Survey The environmental scan captured activities and feedback, as well as data that was used to inform the Windsor Essex CSWB Plan. The second iteration (“refresh”) of the Windsor Essex CSWB Plan vision is “a community where everyone feels safe, has a sense of belonging, equitable access to services and opportunities, and can have their needs met across Windsor and Essex County.” <ul style="list-style-type: none"> Three pillars: Engaged Communities, Safer Public Spaces, and Coordinated Systems Three goals with 13 directions responding through Social Development, Prevention, Risk Intervention, and Incident Response A discussion ensued regarding the title of the second iteration (“refresh”) of the Windsor Essex CSWB Plan and its advisory committee. <p>Moved by: Brian Cyncora Seconded by: Karel DeGraaf</p> <ul style="list-style-type: none"> That the Second Iteration (“Refresh”) of the Windsor Essex CSWB Plan be named the Windsor Essex Community Safety and Well-Being (WECSWB) Plan. <p>Carried.</p> <p>Moved by: Brian Cyncora Seconded by: Eric Nadalin</p> <ul style="list-style-type: none"> That the name of the Windsor Essex Community Safety and Well-Being Plan’s advisory committee, Regional Systems Leadership Table, be renamed to the Community Safety and Well-Being (CSWB) Advisory Committee. <p>Carried.</p>	

- Members expressed support for the draft of the second iteration (“refresh”) of the Windsor Essex CSWB Plan that was provided prior to the meeting.

Moved by: Sean Bender

Seconded by: Eric Nadalin

- To accept and adopt Second Iteration (“Refresh”) of the Windsor Essex CSWB Plan and the edits discussed, for submission to the City of Windsor’s Community Services Standing Committee, City Council, County Council, the Ministry of the Solicitor General, and to publish the 2026-2029 Plan in accordance with the Ministry’s guidelines.

Carried.

2.2 Progress Updates: Ongoing WERCSWB Projects

2.2.1 Community Investment Fund

- A Crime Prevention through Environmental Design (CPTED) training session will be held in the fall. City of Windsor employees from the By-Law and Planning departments, as well as our police partners, will be invited to attend.
- On November 5, 2025, a Neighbourhood Safety & Crime Prevention Walk will be held in the Town of LaSalle. Residents will learn how to prevent opportunities for crime, change the way they see and walk through their neighbourhoods, and learn personal safety tips.

2.2.2 Building Safer Communities Fund

- In 2023, Public Safety Canada invested \$2.9 million to prevent youth gun crime and gang violence in Windsor and Essex County through the Building Safer Communities Fund (BSCF) over three years.
- This funding will end in March 2026. Accordingly, a sustainability plan is currently being developed.

2.2.3 Substance Supports in Neighbourhoods Accessed through Police Partnerships: CSP Grant Application

- In 2022, the Ontario Ministry of the Solicitor General invested \$1.5 million (over three years) in Substance Supports in Neighbourhoods Accessed through Police Partnerships (SSNAPP).
- SSNAPP was a partnership between Windsor Police Service, Windsor-Essex County Health Unit, and the City of Windsor that supported ongoing efforts to address the effects of the substance crises across Windsor and Amherstburg.
- This funding ended in March 2025. Hoping to continue this work, in partnership with the Ontario Provincial Police and Windsor-Essex County Health Unit, an application for a \$500,000 grant was submitted with the following deliverables proposed:
 - Develop community safety plans
 - Facilitate education and training opportunities
 - Collect and safely dispose of needle bins
 - Host youth-focused community engagement events
 - Implement traffic management initiatives
 - Expand MCERT and YCRT

	<p>2.3 WERCSWB Plan Wrap-Up (2022-2026)</p> <ul style="list-style-type: none"> • A progress report and next steps were presented to Windsor City Council on May 26, 2025 and County of Essex Council on June 18, 2025. • Activities from the 2022-2026 Plan may be on-going through the second iteration (“refresh”) of the Windsor Essex CSWB Plan <p>2.4 Revised RSLT Terms of Reference</p> <ul style="list-style-type: none"> • Due to legislative changes, as well as the second iteration (“refresh”) of the Windsor Essex CSWB Plan, the RSLT Terms of Reference will be revised and submitted for review and feedback once the new Plan has been approved. 	
<p>Unfinished Business</p>	<p>3.1 New CSPA Legislation</p> <ul style="list-style-type: none"> • There are new legislative requirements for the revision of the Plan as it relates to RSLT membership. • We are currently meeting all requirements except for a representative from all area police boards. By the time that the revised Plan is launched, the RSLT will be in compliance with this new legislative requirement as well. 	
<p>New Business / Round Table Discussion</p>	<p>4.1 Good News</p> <ul style="list-style-type: none"> • The RSLT is “on track” with meeting all tight deadlines (listed below) as it relates to the second iteration (“refresh”) of the Windsor Essex CSWB Plan: <ul style="list-style-type: none"> ○ September 3, 2025: Present revised WERCSWB Plan to RSLT ✓ ○ September 10, 2025: [RSLT Meeting] All edits will be adopted at Meeting ✓ ○ November 5, 2025: Present revised WERCSWB Plan to City Community Services Standing Committee ○ November 19, 2025: Present revised WERCSWB Plan to County Council ○ November 24, 2025: Present revised WERCSWB Plan to City Council ○ December 10-18, 2025: Send revised WERCSWB Plan to Ministry and upload Final 2022-2026 CSWB Plan Report to website: LAUNCH! 	
<p>Adjournment</p>	<p>5.1 Next Quarterly Meetings</p> <ul style="list-style-type: none"> • December 1, 2025 (9:00 am-10:00 am) <p>5.2 Meeting Adjourned</p> <ul style="list-style-type: none"> • The meeting was adjourned at 9:57 am. 	



Committee Matters: SCM 30/2026

Subject: Age Friendly Windsor Working Group 2025 Annual Report

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

Mandate

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

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

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

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

Overview of Accomplishments

- Advanced the City of Windsor’s Age Friendly Action Plan through cross-departmental collaboration, ensuring senior needs were considered in recreation, parks, transportation, and community programming decisions.
- Strengthened partnerships with community organizations, agencies, and service providers to better align programs and services supporting older adults across Windsor. Strategic budget use to support seniors and community partners — Members approved budget expenditures for the engagement series as well as donations to senior-focused organizations (“Home Instead” and Elder College) to strengthen community support.
- Supported the expansion and promotion of inclusive, age-friendly recreation and social programs aimed at reducing isolation and increasing participation among older adults, including June is Recreation and Parks Month with the Parks, Recreation and Facilities Department.
- AFWG continued connections with the Ontario Age-Friendly Communities Outreach Program, through the Centre for Studies in Aging & Health at Providence Care, who will help the group pave a way forward with age friendly work in Windsor.
- Advanced community engagement and planning for age-friendly programming — The group planned a Community Engagement & Speaker Series focused on seniors’ needs with presentations from Transit Windsor and Recreation and approved a budget to support this event in March 2026.



Committee Matters: SCM 112/2026

Subject: Minutes of the Committee of Huron Lodge of its meeting held March 13, 2026

Committee of Management for Huron Lodge

Meeting held March 13, 2026

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 9:30 a.m. in Room 140, 350 City Hall Square West, there being present the following members:

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

Also present are the following resource personnel:

Alina Sirbu, Executive Director Long Term Care Home, Administrator of Huron Lodge
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 9:25 o'clock a.m. and the Committee of Management for Huron Lodge considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

2 Disclosure of Interest

None disclosed.

3. Minutes

Moved by Councillor Jo-Anne Gignac, seconded by Councillor Fred Francis
That the minutes of the Committee of Management for Huron Lodge of its meeting held December 9, 2025, **BE ADOPTED** as presented.
Carried.

4. In Camera

No report.

5. Business Items

5.1 Administrator's Report

Alina Sirbu, Executive Director Long Term Care Home, Administrator of Huron Lodge provides an overview of the Administrator's Report as follows:

- The Ministry of Long-Term Care inspectors will be inquiring about generator compliance in upcoming proactive inspections. Alina Sirbu advises Huron Lodge is in compliance.
- In terms of antipsychotics, Huron Lodge is beginning to trend in the right direction.
- Received a grant to purchase a new “shade” to cover the outdoor exercise equipment area.
- The Residents’ Council continues to be recognized at a provincial level by the Ontario Residents’ Councils Association.
- The Commission Reaccreditation of Rehabilitation Facilities (CARF) will be held on April 14 & 15, 2026.
- Received exceptional feedback from the residents on their surveys.

Councillor Jo-Anne Gignac suggests that the June 25, 2026, meeting be held at Huron Lodge as it will be an opportunity to view the outdoor shelter and to meet some of the residents.

In response to a question asked by Councillor Jo-Anne Gignac regarding ways to increase the number of those responding to the survey, Alina Sirbu replies that all residents that have capabilities of expressing their opinions and able to communicate are supported in the completion through a one-on-one approach. Councillor Jo-Anne Gignac adds she expected to see higher family participation and proposes a contest with swag as an incentive.

Alina Sirbu advises that the waiting list for Huron Lodge is the highest in the City of Windsor with over 600 people on the waiting list.

Councillor Ed Sleiman, Chair questions if some of the residents have a language barrier. Alina Sirbu responds that “Service Line Interpretation” system is available at Huron Lodge, so the language barrier does not pose a problem.

Moved by Councillor Jo-Anne Gignac, seconded by Councillor Fred Francis,
That the report from the Administrator of Huron Lodge providing the Committee of Management with an update on issues related to resident care; the Ministry of Long-Term Care (MLTC); Ontario Health; Home and Community Care Support Services (HCCSS); and other initiatives that impact the Long-Term Care sector **BE RECEIVED** for information and **APPROVED** for the period starting December 10, 2025, and ending March 13, 2026.
Carried.

6. Date of Next Meeting

The next meeting will be held at Huron Lodge at 9:30 a.m.

7. Adjournment

There being no further business, the meeting is adjourned at 9:35 o’clock a.m.



Committee Matters: SCM 115/2026

Subject: Minutes of the Windsor Accessibility Advisory Committee of its meeting held March 19, 2026



Windsor Accessibility Advisory Committee (WAAC)

Meeting held March 19, 2026

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

Sally Bennett Olczak, Co-Chair
Peter Best, Co-Chair
Councillor Fred Francis (joins the meeting at 10:06 a.m.)
Danica McPhee
Nicholas Petro

Absent:

Surendra Bagga
Riccardo Pappini

Also present are the following resource personnel:

Mark Keeler, Accessibility/Diversity Officer
Wadah Al-Yassiri, Manager, Parks Department
Ian Day, Senior Manager, Transportation
Karen Kadour, Committee Coordinator

1. Call to Order

Sally Bennett Olczak, Co-Chair calls the meeting to order at 10:03 a.m. and the Committee 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 Nicholas Petro, seconded by Peter Best,

That the minutes of the Windsor Accessibility Advisory Committee of its meeting held November 13, 2025, **BE ADOPTED** as presented.

Carried.

4. Operating and Capital Budgets

Mark Keeler, Accessibility/Diversity Officer advises that the operating budget remains at \$6,250 and adds the balance of the Capital Budget is \$411,000.

5. Business Items

5.1 Capital Projects Update

Wadah Al-Yassiri, Manager, Parks Department is present to provide an update on Alexander Park. He reports that construction is in progress and adds the project should be completed by May 2026.

Alexander Park Construction

Wadah Al-Yassiri questions if an event will be held to showcase the new accessibility path in Alexander Park. Danica McPhee responds their plan is to host an event during National Accessibility Week (May 31, 2026, to June 6, 2026). There will be a ribbon cutting ceremony with perhaps a small giveaway along with media moments by members of WAAC regarding changes to Alexander Park. She suggests inviting Mayor Dilkens, and Councillor Ed Sleiman along with community partners, i.e. Alzheimer's Society, Community Living, and Assisted Living in order to understand the accessibility features that have been undertaken.

Councillor Fred Francis suggests inviting all of Council to the Alexander Park event.

Wadah Al-Yassiri leaves the meeting at 10:17 o'clock a.m.

Huron Lodge Acoustics

Mark Keeler remarks that he visited Huron Lodge and indicates that the acoustics in the auditorium area are ineffective. The acoustics systems that are being installed play a role in improving hearing for seniors with low hearing.

Moved by Danica McPhee, seconded by Nicholas Petro,
That \$40,000 **BE APPROVED** as a pre-commitment of Capital Funds for the deployment of acoustic panel enhancements in the auditorium at Huron Lodge from project 7086008 Accessibility-ODA Requirements.
Carried.

Windsor Public Library Riverside Washrooms Project

Mark Keeler advises that he will be visiting the Riverside Public Library Branch accompanied by Peter Best for a site visit. He adds that a universal washroom will be constructed on the first floor and an assessment will be done on site. Peter Best to provide an update of the project at the May 21, 2026, meeting of WAAC.

5.2 Event Planning for Alexander Park

This matter was discussed under “Alexander Park Discussion”.

5.3 Accessibility for Ontarians with Disabilities Act (AODA) Consultation Protocol

Mark Keeler remarks that the consultation protocol between WAAC and the city is not as reinforced as it could be as the purpose of the protocol is to bring departments and WAAC onto the same page. For example, if the city has 30-40 projects, the subcommittee can only review a fraction of those. This project is designed to develop the protocol to allow for more efficiency in the review process.

Moved by Nicholas Petro, seconded by Peter Best,
That the update regarding the AODA Consultation Protocol **BE RECEIVED**.
Carried.

5.4 Facility Accessibility Design Standards (FADS)

Mark Keeler reports that the internal working group is currently working on chapters 4 and 5 of FADS. It is expected that the internal reviews will be completed by June 2026. He adds that the final version is being compiled that outlines the changes.

Danica McPhee comments that working on the FADS has been a great experience and reiterates how intentional the infrastructure committee was around differentiating between a recommendation versus what we want to go into. She further adds that they gave the internal committees at the City of Windsor some space to say this is not feasible but can be a “lived experience recommendation”.

5.5 Transit Windsor AODA Compliance Transition

Mark Keeler advises he had a discussion with James Chacko, Executive Director, Transit Windsor, and adds that Transit is aware of and beginning the transition from the Accessible Canada Act to the AODA this year and are forming an internal management group. Mark Keeler remarks that he will begin the work with Transit Windsor in the spring 2026.

In response to a question asked by Peter Best regarding if WAAC will be involved in Transit Windsor consultations, i.e. East End Terminal, Mark Keeler responds that James Chacko will be forming an internal group and will request that a WAAC member sit on that committee.

5.6 Audible Transit Maps

Mark Keeler explains that the current transit bus schedules have tables with the times and the stops where a bus is going to go along with a map. If a person were to use a screen reader, it would say map of route 2. To remedy this, he remarks he has used a combination of AI and Adobe to build maps to provide a voice version of what that map looks like. He envisions audible maps being available on all transit bus schedules

Peter Best states this is a pilot project that is not being done anywhere else and adds the City of Windsor can be setting the path to accessibility.

New Business

Capitol Theatre Parking Update

Councillor Fred Francis advises that city administration has allowed for 2 accessible parking spots on Victoria close to the entrance of the Capitol Theatre. He adds there is commercial loading on University. He states commercial loading also acts as accessible parking spots if there is no commercial loading. During a show, there would be no commercial loading, therefore there would be 3 accessible parking spots provided the people have their permit clearly displayed on their windshield. He adds with the 2 spots on Victoria and the 3 spots located where the commercial loading is allowed, there would be 5 accessible parking spots in and around the entrance to the Capitol Theatre.

Peter Best asks if the 5 accessible parking spots are currently available and questions if signage will be posted. Councillor Fred Francis advises that parking in a commercial loading spot is allowed and indicates that the 2 spots on Victoria are clearly marked.

Mark Keeler to visit the site to ensure that the signage outlines the guidelines in parking on a commercial load spot. Sally Bennett Olczak, Co-Chair requests that pictures be taken at the site, and to review the signage posted on Victoria and to report back.

6. Date of Next Meeting

The next meeting will be held on Thursday, May 21, 2026, at 10:00 a.m. via Zoom video conference.

7. Adjournment

There being no further business, the meeting is adjourned at 10:55 a.m.



Committee Matters: SCM 20/2026

Subject: CQ7-2025 – Safety Mitigation Measures at Special Events - City Wide

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

Decision Number: **CSSC 309**

That the report of the Assistant Manager, Recreation Programming dated November 18, 2025 entitled “CQ7-2025 – Safety Mitigation Measures at Special Events – City Wide” **BE RECEIVED** for information.

Carried.

Report Number: C 161/2025
Clerk’s File: ACOQ2025 & SR2025

Clerk’s Note:

1. The recommendation of the Community Services Standing Committee and Administration are the same.
2. Please refer to Item 8.1 from the Community Services Standing Committee held on January 7, 2026.
3. To view the stream of this Standing Committee meeting, please refer to:
<https://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20260107/-1/10597>

Subject: CQ7-2025 – Safety Mitigation Measures at Special Events – City Wide

Reference:

Date to Council: January 7, 2026
Author: Samantha Magalas
Assistant Manager, Recreation Programming
smagalas@citywindsor.ca
519-253-2300 x2730

Recreation and Culture
Report Date: 11/18/2025
Clerk's File #: ACOQ2025 & SR2025

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE** this report in response to CQ 7-2025 regarding event safety mitigation measures at special events.

Executive Summary:

N/A

Background:

On Monday April 28, 2025, Councillor Agostino asked CQ 7-2025:

“Our hearts go out to the Filipino community and the City of Vancouver following this weekend’s senseless tragedy.

In light of this incident, and drawing from my experience hosting similar events, I ask that administration conduct a review of our current event safety planning policies. Specifically, I would like the review to include a risk assessment process for all of our public event spaces.

Given my background in managing street closures and public event logistics, I would also like to offer my participation and insights as part of this review process.”

This report is in response to that question.

Following the question, Administration met with Councillor Agostino to discuss what measures are currently in place.

The City of Windsor Special Event Department is responsible for both executing City led events and initiatives (Bright Lights, Open Streets etc.) and for supporting event organizers as they run events on City properties (RibFest, Windsor PrideFest, Dropped on Drouillard etc.). As a result of the challenges faced due to the pandemic, some annual events failed to return but many new events began to emerge throughout the City. In 2025, there were approximately 500 permit requests for special events run by third parties. These events ranged from major parades and large events at Festival Plaza to a community walk in a park or a pop-up market.

Discussion:

The Special Event Resource Team (SERT) is a committee that assists administration in special events by helping to identify and mitigate a variety of risks that could arise from events being hosted throughout the City of Windsor. SERT is comprised of approximately 55 individuals and includes representation from several departments including (but not limited to), licensing and by-law enforcement, transit, traffic, environmental services, parks & forestry, security, risk, parking, and maintenance. In addition to the internal team members, a number of external stakeholders are also a part of SERT. These external members include staff from Windsor Police Service (WPS), Windsor Fire & Rescue Service (WFRS), Essex-Windsor EMS, the Windsor Essex County Health Unit (WECHU), the Alcohol Gaming Commission of Ontario (AGCO), Caesars Windsor, Tourism Windsor-Essex and the Port Authority. All members of SERT review these events throughout the year in addition to their ongoing regular duties.

When an organizer is interested in running any type of event, their first step is to fill out a Special Event Request Form (SERF) and submit it to administration for review. There is currently no minimum advance notice required to submit a SERF. This form provides administration with a number of details about the nature of the event being proposed. Details include the proposed location, dates and times, anticipated number of participants, if food and/or alcohol is being served, if a road closure is being requested etc. Depending on the nature of the request, further information is usually requested to be submitted. Documents such as a certificate of insurance, site plan, road closure plan and safety plans, at the expense of the organizers, are often needed and required to be submitted by the organizers. Once these documents are submitted to Administration, a SERT Notification is then emailed out to all members on SERT, including the SERF and other documents from the organizers, for review of the risks. The SERT members review the notes and comment, and if needed, any concerns they may have about an event are provided to Administration who shares the feedback with organizers in order to mitigate concerns.

The Special Event Department endeavours to relay all event requirements to organizers, recognizing that each event is unique. By requesting the required documents from the organizers, Administration is ensuring that organizers have thought through the processes and understand what are their responsibilities. Further to this, sending these documents to SERT for review means that any safety concerns are noted and addressed by the experts in various areas (WPS, WFRS AGCO etc.). This process helps to mitigate potential issues before they arise.

An example of the process could be a festival that is requesting a road closure as part of their event. Once they have submitted their SERF, proposed site plan, safety plan and traffic control plan, those plans are shared with SERT for review. At that point, WPS may request the event hire a specific number of contract duty officers. WFRS might comment about maintaining emergency access. Traffic Control might require additional barricades and signage. Transit might opt to detour a bus route away from the proposed closure and depending on the number of participants, Essex-Windsor EMS might request a dedicated EMS unit to be on site.

Risk Analysis:

Often times, community events are run by volunteers looking to enrich our community with festivals and events. Not all these volunteers are expert event planners. As a result, these organizers might not be aware of all the safety factors associated with an event and there is a risk that more costly and/or stringent safety measures may cause events to be cancelled altogether.

Events that have historically occurred year after year may now face new safety requirements, resulting in additional costs. These requests often encounter resistance, as the expense of implementing safety measures can exceed the budgets available to event organizers. Examples include the need for additional barricades, contracted duty officers, and enhanced signage—all of which represent costs that may not be feasible.

There is a moderate risk that the event organizers do not submit all of the requested documents to allow SERT to review. This can be the case not only with new events, but with events that have been in place for many years and are now being asked to submit new documentation. Currently, if an organization fails to submit all required documentation, Administration follows up with the organizers. Unless SERT identifies significant concerns, events are generally approved provided appropriate insurance is in place. Administration endeavours to get all confirmations prior to the event and organizers may perceive the process as overly cumbersome or time-consuming, potentially discouraging them from proceeding.

With over 500 events annually, gathering all of the required documents from organizers can be a cumbersome task for administration. Administration is currently reviewing opportunities to utilize new technological resources to streamline this process. To ensure that potential issues are addressed proactively and expeditiously, Administration is also reviewing the SERT communication process with IT support to streamline the handling of hundreds of annual email exchanges. Additionally, stricter timelines for submission of SERF requests are under consideration.

Permanent infrastructure, such as bollards, could improve traffic-related safety at designated locations; however, these installations involve significant costs and are limited to static sites. While moveable barricades offer flexibility, their acquisition and deployment also carry substantial expense.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Utilization of the above noted process strengthens safety requirements and required documentation also contributes to reducing potential risk exposure for both event organizers and the Corporation. All internal costs are absorbed through existing operating and/or capital budgets as required.

Consultations:

Erika Benson – Financial Planning Administrator

Kate Tracey – Senior Legal Counsel

Sebastian Pirrone - Director, Corporate Security

Members of SERT

Windsor Police Service

Conclusion:

The Special Events Department is constantly looking at ways to improve event safety. Utilizing the SERT team to review documents allows for the safety and security experts to weigh in and provide comments when necessary is essential to this process.

Planning Act Matters:

N/A

Approvals:

Name	Title
Sam Magalas	Assistant Manager, Recreation Programming
Emilie Dunnigan	Manager, Development Revenue and Financial Administration
Nada Tremblay	Manager, Community Programming & Special Events
Jamie Scott	Executive Director- Parks, Recreation & Facilities(A)
Michael Chantler	Commissioner – Community Services
Janice Guthrie	Commissioner- Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Additional Information - Event Safety Mitigation – City Wide

Reference:

Date to Council: May 6, 2026
Author: Samantha Magalas
Manager, Parks, Recreation & Facilities Programming
519-253-2300 x2730
smagalas@citywindsor.ca
Recreation & Culture

Recreation and Culture
Report Date: 4/17/2026
Clerk's File #: ACOQ2025 & SR2025

To: Mayor and Members of City Council

Additional Information:

THAT the report titled “Additional Information - Event Safety Mitigation – City Wide” **BE RECEIVED** for information.

Council Report C 161/2025, titled “CQ7-2025 – Safety Mitigation Measures at Special Events – City Wide” was brought to the Community Services Standing Committee on January 7, 2026. During that meeting, City Council requested the report be discussed in-camera as safety and security measures were going to be discussed. Following the receipt of that report, the following In-Camera direction was provided to Administration:

“That administration **BE DIRECTED** to report back to the Community Services Standing Committee after evaluating sites, with options related to the security of City of Windsor event venues including consultation with Business Improvement Area’s (BIA’s) and their ability to purchase land and infrastructure cost sharing, in addition to barricade options and costing, approved list of venues geographically with a security measures matrix that provide the measures are currently in place.”

This Additional Information Memo is in response to the Council Direction.

Administration has engaged numerous external and internal bodies to curate a wholesome report answering through the lens of security and safety at events. Additionally, please note that there is a P&C Additional Information Memo titled “Event Safety Mitigation” to be received in tandem to this Memo, as it relates to the above direction.

Consultation with Business Improvement Areas (BIAs)

The Special Event Coordinators met with numerous BIAs during the months of January and February 2026 regarding current event planning processes, operational challenges (“pinch points”), preferred event locations, and areas for improved collaboration with the City.

Overall, BIAs expressed strong interest in continuing to host and expand community programming and events. While many noted positive working relationships with the city, common challenges were identified, including communication timelines, clarity around event requirements, and logistical considerations such as power access, waste management, and street closure processes and fees. These discussions provided valuable insight into the experiences of BIAs when planning and hosting events within their districts. This feedback will continue to inform new procedures, as well as operational improvements aimed at supporting successful events across Windsor’s BIAs. Relationships with the BIAs are strong, and conversations are ongoing throughout the upcoming event season.

BIA Land Purchase and Infrastructure Cost Sharing

In Ontario, a Business Improvement Area (BIA) is a board of management established by a municipality, meaning they do not own land themselves. Instead, BIAs oversee the improvement, beautification, and maintenance of municipally owned land, buildings, and structures within their designated commercial district, as outlined in the Ontario Municipal Act. BIAs act on behalf of the municipality to enhance public spaces. Land within the BIA, such as sidewalks, streetscapes, and public parks remain the property of the municipality. Additionally, the BIA manages funds collected through special levies on local property owners to improve, beautify and promote the area. While BIAs can manage and initiate improvements on public land, they do not hold title to land in their own name.

The City of Windsor may enter into infrastructure cost-sharing arrangements with external organizations where there is a shared benefit, when deemed appropriate. When an organization, such as a BIA, expresses interest in this type of partnership, Administration may consider the request and, where appropriate, pursue a mutually beneficial agreement through a formal legal process.

Through continued collaboration with community partners, including BIAs, alongside internal and external stakeholders, the City remains committed to supporting both recurring and emerging events across the municipality. As Windsor’s event landscape continues to grow and evolve, the City looks forward to strengthening these partnerships and fostering vibrant, safe, and successful events.

Consultations:

Denise Wright – Manager Real Estate Services
Kate Tracey – Senior Legal Counsel
Massimo Caruso – Special Events Coordinator
Natalie Maxwell-LaBute – Special Events Coordinator
Fina Pirrone – Executive Initiatives Coordinator

Approvals:

Name	Title
Sam Magalas	Manager, Parks, Recreation & Facilities Programming
Emilie Dunnigan	Manager Development Revenue & Finance Administration
Jamie Scott	Executive Director – Parks, Recreation, & Facilities (A)
Wira Vendrasco	City Solicitor
Michael Chantler	Commissioner, Community Services
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

Appendices:

Subject: 2026 Municipally Significant Event Status - Ward 3

Reference:

Date to Council: May 6, 2026

Author: Samantha Magalas

Manager, Parks, Recreation & Facilities Programming

smagalas@citywindsor.ca

519-253-2300 x2730

Recreation and Culture

Report Date: 4/17/2026

Clerk's File #: SR2026

To: Mayor and Members of City Council

Recommendation:

THAT the request from Diva's Delight Caribbean and Canadian Cuisine Inc. and SOTC Productions Ltd. for re-approval of designation as 'municipally significant' for the purpose of applying, and changing their original approval date and name, for their Special Occasions Permit – Public Event **BE APPROVED** by City Council subject to the terms and conditions of the Special Event Agreement with the City; and further,

THAT City Council **APPROVE** the following proposed significant event dates for 2026:

- Saturday, June 27 – Sunday, June 28, 2026
 - o Windsor Jerk Fest 2026 (Charles Clark Square)
 - Hosted by Diva's Delight Caribbean and Canadian Cuisine Inc.
- Friday, July 17 – Sunday, July 19, 2026
 - o Sync Festival (Festival Plaza)
 - Hosted by SOTC Productions Ltd.

Executive Summary:

N/A

Background:

The Alcohol and Gaming Commission of Ontario (AGCO) administers the Special Occasion Permit (SOP) program, which allows for the sale, service and in most cases consumption of liquor on special occasions, such as cash bars at weddings or private

receptions, as well as larger scale events that are open to the public, such as charity fundraisers.

A Special Occasion Permit (SOP) is required any time liquor is sold or served anywhere other than in a licensed establishment or a private place. SOPs are for occasional, special events only, and not for personal profit or running an ongoing business.

AGCO defines a Public Event as an event that is advertised to the public to attend. These events can be advertised and fundraising and/or profit from the sale of liquor at the event is permitted.

Public Event permits can be issued for events of “municipal significance”.

An event of municipal significance requires a designation by the municipality in which the event will take place. SOP applications for a municipally significant public event must be accompanied by either a municipal resolution or a letter from a delegated municipal official designating the event as municipally significant. Requests for municipal significance must be requested on an annual basis.

Discussion:

Each year, Administration brings forward a list of events for those who would like to request significant event status for the 2026 year. To date in 2026, Council has approved twelve (12) as “municipally significant” through CR103/2026 at its meeting of Council on February 23, 2026, and through CR 126/2026 at its meeting of Council on March 30, 2026. Council has already provided their approval to Diva’s Delight Caribbean and Canadian Cuisine Inc., and SOTC Productions Ltd. however, Administration has received a request to amend their previously approved date and the name of the festival ran by SOTC Productions Ltd, formally the “SOTC Festival”.

The events listed have received no objection from either Administration or the Special Events Resources Team (SERT). Administration has consulted with the local AGCO representatives (included as part of SERT), who did not object to the events applying for “municipal significance” status noted in this report.

The events organizers will be required to enter into an agreement with the Corporation which is similar to the other festivals and events at other City of Windsor municipal locations, including indemnifying the City of Windsor from liability associated with the event.

Administration notes that the designation of an event as “municipally significant” can be delegated to a municipal official, pursuant to [Section 3 of the Ontario Special Occasion Permit Guide](#). Council could direct Administration to include this item in the next round of Delegation of Authority Bylaw updates, along with the requirement to notify Council when the designations are provided.

Risk Analysis:

There is a significant risk that if the events noted in this report is not approved for Significant Event Status designation, they will not get approval for an SOP by the

AGCO. Without Significant Event Status, these public events would be unable to proceed with any alcohol present.

The consumption of alcohol within the festival and/or event sites will occur at the event if they are granted an SOP. The applicant will be required to provide the required insurance. All liquor services will adhere to the AGCO regulations and the Municipal Alcohol Policy, which provides information that covers requirements for Smart Service staffing resources. These factors will mitigate the risk factor to the Corporation

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Should Council approve the “municipally significant” events status designation request, the applicants will be required to pay the “Special Occasion Permit Request to Council” fee, as well as any additional fees for City services in accordance with the 2026 User Fee Schedule.

Consultations:

SERT (Special Events Resource Team)

Massimo Caruso, Coordinator, Special Events, Community Services

Natalie Maxwell-LaBute, Coordinator, Special Events, Community Services

Jamelah Hersh, Senior Legal Counsel, Corporate Services

Michelle Moxley-Peltier, CEP Project Administrator, Economic Development and Climate Change

Branislava Cesljarov, Supervisor, Environmental Sustainability and Climate Change, Economic Development and Climate Change

Fina Pirrone, Executive Initiatives Coordinator, Community Services

Conclusion:

The City of Windsor recognizes the importance of special events and festivals enhancing the quality of life, tourism, culture, recreation, and education, not all of which would be possible without the invaluable services of volunteers, community groups, and sponsors that add their support and skills to enhancing the community events.

Planning Act Matters:

N/A

Approvals:

Name	Title
Samantha Magalas	Manager, Parks, Recreation & Facilities Programming
Emilie Dunnigan	Manager Development Revenue & Finance Administration
Jamie Scott	Executive Director – Parks, Recreation, & Facilities (A)
Wira Vendrasco	City Solicitor
Michael Chantler	Commissioner, Community Services
Janice Guthrie	Commissioner, Finance & City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Subject: Response to CQ 5-2025 – Current Challenges Faced by Seniors and Potential Mitigation Strategies – City Wide

Reference:

Date to Council: May 6, 2026
Author: Jamie Scott
Executive Director, Parks, Recreation & Facilities (A)
jascott@citywindsor.ca
519-253-2300 x2729

Recreation and Culture
Report Date: 11/16/2025
Clerk's File #: SR2026

To: Mayor and Members of City Council

Recommendation:

THAT the report “Response to CQ 5-2025 – Current Challenges Faced by Seniors and Potential Mitigation” **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On Monday April 14, 2025, Councillor Marignani asked CQ 5-2025:

“Asks that given the increasing senior population in Windsor and concerns raised regarding the cost of living for our seniors, could administration provide a report outlining current challenges faced by seniors in our area and potential strategies to mitigate them. Areas of concern are public parks, public transit, utility costs to improve the quality of life for our seniors.”

Members of Administration from the Parks, Recreation & Facilities Department met with the Age Friendly Windsor Working Group (AFWG) to pose the Council question and receive feedback on the current challenges faced by seniors in our area. With the AFWG, Administration discussed potential mitigation strategies. The AFWG is comprised of eight (8) members, including six (6) community members and two (2) members from the Parks, Recreation and Facilities Department.

Discussion:

During the meetings between Administration and the AFWG, several key items were identified by the AFWG related to current challenges for seniors using parks. Additionally, some concerns were raised relating to broader public/financial assistance programs, such as utility prices, which, except for the sewer related charges, are outside of the scope of the City of Windsor.

Parks

In reference to public parks, members of the AFWG discussed the current accessible amenities and additional improvements that they would like to see. The main themes identified were additional paved walking paths, availability of public washroom access, and accessible parking spaces. Currently there are over 175 kilometers of paved trails in the City of Windsor, which include all multiuse trails, paths, walkways, the riverfront, and stairs in parks connecting walkways. There are also 32 publicly accessible washrooms available from May to October, nine (9) publicly available accessible washroom access year-round, and most of our paved parking lots meet accessible parking standards. Additionally, as per recent Council direction through CR 96/2024 - CSSC 230, every trail that is rehabilitated or newly built will have adequate solar lighting worked in to the proposed capital and operating budgets.

Public Transit

With respect to public transit, discussions focused on fare affordability, route coverage, and service frequency, all of which have a direct impact on mobility and personal independence. Participants also noted the growing reliance on digital tools and mobile applications for transit information and fare payment as a potential barrier, recognizing that these technologies are not universally adopted by this demographic. To address this challenge, increased public education and awareness initiatives were recommended to support seniors in accessing transit services, including navigating routes and reloading fare media.

Transit Windsor offers a range of fare options that provide seniors with significant discounts compared to the standard adult cash fare. In addition, all buses in the active fleet meet AODA requirements and Transit Windsor continues to enhance bus stop infrastructure across the city, including the installation of new seating and passenger shelters to improve comfort and accessibility.

Transit Windsor delivers ongoing public education and outreach through a variety of methods, including in-person open houses and targeted training sessions designed to educate and support residents. Outreach is undertaken not only during the rollout of new initiatives or service changes, but also as part of continuing efforts to build awareness and familiarity with existing transit services. Examples include the creation of the Transit Windsor Master Plan, changes to fare management systems, service frequency or routing adjustments, and the introduction of new navigation tools, all of which require coordinated communication and engagement efforts.

Utilities

ENWIN and Enbridge offer Keep the Heat and related financial assistance programs to help low-income households, including seniors, stay safe and warm by offering financial

support with electricity, natural gas, water, and wastewater bills. Programs like the Ontario Electricity Support Program (OESP) provide monthly on-bill credits, while the Low-Income Energy Assistance Program (LEAP) and Keep the Heat programs offer emergency assistance for those at risk of disconnection. Enwin, in conjunction with the City of Windsor, also offers the Water Rate Assistance Program (WRAP) that provides financial assistance to qualifying low income residential homeowners towards their water, wastewater and stormwater bill payments. Seniors facing financial hardship can apply through local community agencies to receive help managing essential utility costs and maintaining access to heat and electricity

The City has also maintained the overall cost of wastewater and stormwater fees at 2024 levels for the last two years. Holding the line on these costs assists all residents, including seniors in mitigating other rising costs.

Risk Analysis:

There is no risk in receiving this report for information.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Administration continues to explore potential grant opportunities and other funding sources to help offset costs of further improvements within our parks and transit systems to support seniors in our community. Administration will also bring forward projects aimed at enhancing park amenities, including new trails and lighting, through funding requests submitted as part of the annual capital budget process.

Consultations:

Poorvangi Raval, Financial Planning Administrator
Kara Kristof, Supervisor, Community Programing, Community Services
James Chacko, Executive Director, Transit Windsor
Mike Dennis, Manager, Capital Planning & Reserves
Laura Ash, Project Lead, Parks Development
Kait Authier – Coordinator, Parks, Recreation & Facilities
Fina Pirrone, Executive Initiatives Coordinator, Community Services

Conclusion:

City Administration will continue working with the Age Friendly Windsor Working Group, appreciating the ongoing partnership. Together, they review city programs, projects, and amenities to find ways to better support and enhance the lives of older adults throughout the community.

Planning Act Matters:

N/A

Approvals:

Name	Title
Emilie Dunnigan	Manager, Development Revenue and Financial Administration
Jamie Scott	Executive Director, Parks, Recreation & Facilities (A)
Jelena Payne	Deputy CAO, Commissioner Economic Development
Michael Chantler	Commissioner, Community and Corporate Service
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices: