

Environment, Transportation & Public Safety  
Standing Committee Meeting Agenda

**Date:** Wednesday, April 29, 2026

**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 Frazier Fathers

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie (Chairperson)

## ORDER OF BUSINESS

<b>Item #</b>	<b>Item Description</b>
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<b>1.</b>	<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.

<b>2.</b>	<b>DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF</b>
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<b>3.</b>	<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 March 25, 2026 <b>(SCM 93/2026)</b> |
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<b>4.</b>	<b>REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS</b>
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<b>5.</b>	<b>COMMUNICATIONS</b>
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<b>6.</b>	<b>PRESENTATIONS AND DELEGATIONS</b>
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<b>7.</b>	<b>COMMITTEE MATTERS</b>
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| 7.1. | Minutes of the Active Transportation Expert Panel of its meeting held February 18, 2026 <b>(SCM 85/2026)</b>               |
| 7.2. | Minutes of the Transit Windsor Working Group of its meeting held March 4, 2026 <b>(SCM 87/2026)</b>                        |
| 7.3. | Minutes of the Windsor Licensing Committee of its meeting held March 26, 2026 <b>(SCM 99/2026)</b>                         |
| 7.4. | Minutes of the Environment & Climate Change Advisory Committee of its meeting held February 19, 2026 <b>(SCM 100/2026)</b> |

7.5. Report No. 3 of the Environment & Climate Change Advisory Committee Meeting held February 19, 2026 **(SCM 101/2026)**

7.6. Report No. 4 of the Environment & Climate Change Advisory Committee Meeting held February 19, 2026 **(SCM 102/2026)**

## 8. ADMINISTRATIVE ITEMS

8.1. Response to CQ 18-2025 Micromobility in Windsor – City Wide **(S 5/2026)** *Author: Kathy Quenneville, Schools and Sustainable Mobility Coordinator*

**Clerk's Note:** Administration is providing the **attached** additional information memo **(AI 3/2026)** *Author: Clare Amicarelli, Schools and Sustainable Mobility Coordinator (Acting)*

8.2. Exemption for Principal Residence Regulations for Short Term Rentals **(S 36/2026)** *Author: Craig Robertson, Manager of Licensing & Enforcement and Deputy Licence Commissioner*

## 11. QUESTION PERIOD

## 12. ADJOURNMENT

**Item No. 3.1**



**Committee Matters: SCM 93/2026**

**Subject: Adoption of the Environment, Transportation, and Public Safety Standing Committee minutes of its meeting held March 25, 2026**

## Environment, Transportation & Public Safety Standing Committee Meeting

Date: Wednesday, March 25, 2026

Time: 4:30 o'clock p.m.

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

### **Members Present:**

#### **Councillors**

Ward 2 – Councillor Frazier Fathers

Ward 3 - Councillor Renaldo Agostino (Vice Chairperson)

Ward 4 - Councillor Mark McKenzie

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie (Chairperson) (arrives at 4:34 o'clock a.m.)

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

Sandra Gebauer, Council Assistant

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

Jelena Payne, Deputy Chief Administrative Officer, Commissioner of Economic Development

David Simpson, Commissioner, Infrastructure Services & City Engineer

Stacey McGuire, Executive Director of Operations & Deputy City Engineer (Acting)

Matthew Johnson, Executive Director, Economic Development

James Chacko, Acting Executive Director, Transit Windsor

Natasha Gabanna, Senior Manager of Asset Planning

Ian Day, Senior Manager, Transportation

Jim Leather, Senior Manager, Environmental Services

Craig Robertson, Manager of Licensing & Enforcement and Deputy Licence Commissioner

Branislava Cesljarov, Supervisor of Environmental Sustainability & Climate Change

Sokol Aliko, Manager Energy Initiatives

Clare Amicarelli, Acting Schools and Sustainable Mobility Coordinator

Cole Nadalin, Project Administrator, Corporate Energy Initiatives

Rob Slater, Executive Initiatives Coordinator

Anna Ciacelli, Deputy City Clerk

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### 1. CALL TO ORDER

The Vice Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:31 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 Frazier Fathers  
Seconded by: Councillor Mark McKenzie

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee meeting held January 28, 2026, **BE ADOPTED** as presented.

Carried.

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

Report Number: SCM 34/2026

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

None requested.

### 5. COMMUNICATIONS

None presented.

### 6. PRESENTATIONS AND DELEGATIONS

#### 8.2. Response to CR7/2025 - Converting One-Way Streets to Two-Way Streets – Wards 3 and 4

**Sonja Macdonald, Principal, Civicplan and Paul Shaker, Principal, Civicplan**

Sonja Macdonald, Principal and Paul Shaker, Principal Civicplan appear before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated March 6, 2026, entitled “Response to CR7/2025 - Converting One-Way Streets to Two-Way Streets – Wards 3 and 4” and are available for questions.

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Councillor Kieran McKenzie assumes the chair at 4:34 o'clock p.m. and Councillor Renaldo Agostino returns to his seat at the Council Table.

Councillor Renaldo Agostino asks the consultants to provide a brief overview of the discussions that were undertaken. Mr. Shaker, provides a high-level overview of the two avenues for residents to participate either via in-person Public Information Centre or a virtual PIC which presented the same information that analyzed the pros and cons of conversion, level of support and top issues with conversion overall along with a street-by-street analysis. 740 residents submitted comments, the majority, 589 of 740, were ward 3 or 4 residents. There was a clear response in terms of support. A 5-point scale was used to determine support or opposition to the conversion. There was a clear majority against the conversion. In the street-by-street analysis the majority were also against conversion. The top-ranking impacts were pedestrian safety and friendliness and vehicular speed and safety. Other notable impacts were the removal of on-street parking, livability and crime reduction. Analysis of the collected demographic data was indicative of widespread opposition, despite demographic factors.

Councillor Renaldo Agostino inquires whether there was any focus on areas where one-way traffic turns to two-way traffic such as Park at Ouellette by the tunnel, Ferry and Chatham, University and Victoria. Mr. Shaker responds that the responses indicated that the consideration of conversion of commercial areas around downtown made the most sense for ease of navigation and coherence to the system. Ms. Macdonald adds that the named intersections were not specifically investigated, but that there were stretches of certain streets that had lesser opposition. There was not a universal statement about any particular intersection. David Simpson, Commissioner, Infrastructure Services & City Engineer appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated March 6, 2026, entitled "Response to CR7/2025 - Converting One-Way Streets to Two-Way Streets – Wards 3 and 4" and adds that the scope of the assignment of Civicplan was to engage in public engagement and outreach. We have not yet reached the stage of the study for refined detailed analysis of areas of congestion or navigation challenges. Those next steps are anticipated if Council's direction is to proceed.

Councillor Renaldo Agostino asks if there can be an additional information memo to accompany the report to Council. Mr. Simpson responds that they are in phase one of the exercise and that there is funding available to start moving into the technical realm to complete a more detailed review and assess specific areas if directed.

Councillor Renaldo Agostino inquires whether administration can request data from Windsor Police regarding accidents in areas of confusion such as Ferry, Chatham and Victoria to see if we can verify if there is an issue. Mr. Simpson replies that they have access to all annual collision data city-wide so they can review the metrics by specified areas internally by the April 30<sup>th</sup> Council meeting.

Councillor Kieran McKenzie inquires whether there are sufficient resources internally to be able to look at the feasibility and overall benefit of completing this conversion. Mr. Simpson responds that the exercise is very gray. There are pros and cons for every corridor. There may not be an overwhelming conclusion in one way over the other.

Councillor Kieran McKenzie asks if we are able to obtain an analysis. Mr. Simpson responds that a technical analysis applying various criteria that would be qualitative parameters in absence of any

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quantitative data other than collision history or speed data for various corridors which would expend more budget and resources.

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

Decision Number: **ETPS 1107**

THAT the report of the Schools and Sustainable Mobility Coordinator (A) dated March 6, 2026, entitled "Response to CR7/2025 - Converting One-Way Streets to Two-Way Streets – Wards 3 and 4" **BE RECEIVED** for information; and,

That Administration **BE DIRECTED** to provide additional information regarding accident data and traffic calming for the three key areas of concern: Park at Ouellette, Ferry at Chatham, and University at Victoria when this report proceeds to Council.

Carried.

Report Number: S 24/2026  
Clerk's File: ST2026

## 7. COMMITTEE MATTERS

### 7.1. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held December 2, 2025

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

Decision Number: **ETPS 1105**

THAT the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board meeting held December 2, 2025, **BE RECEIVED**.

Carried.

Report Number: SCM 56/2026

## 8. ADMINISTRATIVE ITEMS

### 8.1. Waste Collection Service Level Enhancements to Strengthen the Core

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

Decision Number: **ETPS 1106**

- I. THAT the report of the Senior Manager, Environmental Services Operation dated February 5, 2026, entitled, "Waste Collection Service Level Enhancements to Strengthen the Core" **BE RECEIVED**; and,

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- II. THAT Council **AUTHORIZE** the addition of one (1) Full Time Equivalent CUPE Local 82 Waste Collection Operator position within the Environmental Services Division of Public Works Operations to provide enhanced street waste collection service coverage within the downtown core; and further,
- III. THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an agreement with the Downtown Windsor Business Improvement Area (DWBIA) for enhanced street waste collection service in the downtown core, satisfactory in legal form to the City Solicitor, in technical content to the City Engineer and in financial content to the City Treasurer, or their designates, under the following conditions:
  - a. DWBIA to contribute \$80,000 annually to the City plus any negotiated annual percentage increase per the terms and conditions of the applicable collective agreement for the new City Waste Collection Operator position;
  - b. That the City extend street waste collection coverage in the downtown core to include a Sunday shift, in addition to dedicated staffing to address concerns throughout the regular work week; and
  - c. The term of the agreement to be for a period of three (3) years, with options to extend for two (2) additional one (1) year periods upon mutual agreement of the parties.

Carried.

Report Number: S 16/2026  
Clerk's File: SW/15100

### 8.3. Municipal Electric Vehicle (EV) Charging Infrastructure Policy

Councillor Renaldo Agostino requests that administration clarify whether the third-party suppliers who will be profiting from the charging stations will be responsible for repairs to infrastructure. Mr. Simpson responds that that is the full intent of the third-party ownership and operation model.

Councillor Renaldo Agostino asks Administration if the current stations that the City operates will go back to Chargepoint or if there will be an open bid. Mr. Simpson responds that there will be an open RFP process for future vendors to be able to take over that infrastructure and manage it.

Councillor Renaldo Agostino asks if the free public use of charging stations would continue. Mr. Simpson responds that it will rely on the pricing structure from the potential vendor for a given site. We currently subsidize certain areas on city owned facilities for public use, but the intent is to move to a third-party.

Councillor Mark McKenzie asks how soon an RFP could go out and how many vendors there are in the area. Mr. Simpson responds that Telus is a key player currently, but we do want to go to open market to obtain a full spectrum of options. The RFP could go to market within 4-5 months.

Councillor Frazier Fathers asks how the RFP could impact future growth plans at municipal facilities in terms of installation of EV charging stations. Mr. Simpson responds that we see it as a partnership. We would want to work with the third-party vendor with them taking on the complete

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ownership and operation while identifying potential future sites for network expansion. At the municipal level, they may be able to leverage provincial or federal funding.

Councillor Frazier Fathers asks if the municipality has any concern with equity and access city-wide. Mr. Simpson responds that we can explore content in the RFP that would request vendors to identify solutions to equitable access. Matthew Johnson, Executive Director, Economic Development appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated March 6, 2026, entitled “Municipal Electric Vehicle (EV) Charging Infrastructure Policy” and adds that technology in charging infrastructure is rapidly evolving. As part of the RFP, we can ask that successful vendors are able to provide a solution to on-street charging.

Councillor Kieran McKenzie inquires, that if a vendor has complete ownership, whether that would mean that the city would not be able to independently deploy any city-owned EV charging resources within the municipality. Mr. Simpson indicates that that is the proposal before the committee. He adds that leaving the market to the experts in the field is the best course of action.

Councillor Kieran McKenzie asks if there are concerns with giving up that level of control to a third-party. Mr. Simpson responds that the experts in the field would be able to deliver a much better service model than we have been able to deliver to date.

Councillor Kieran McKenzie asks if there is an opportunity to build provisions into the RFP to address the issue of equity of access throughout the city. Mr. Simpson responds that they can frame the expectations within the RFP and see what the experts in the field bring back.

Councillor Kieran McKenzie asks if the installation of charging infrastructure would be handled by the third-party on municipal property. Mr. Simpson responds that the municipality would ensure that the architecture and power conduit is installed and ready to go live for a third-party installation.

Councillor Kieran McKenzie inquires whether third-party control is the standard agreement across the market in other municipalities. Mr. Simpson responds that they have reviewed other municipalities that have adopted this same model and that there is a strong belief that the burden of the cost should not be supported by the tax-payer.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 1108**

- I. That Council **ENDORSE** Administration’s strategic approach to electric vehicle (EV) charging infrastructure as outlined in this report; and further,
- II. That Council **APPROVE** the *City of Windsor Electric Vehicle Infrastructure Policy (WEVIP)* (Appendix A); and further,
- III. That Council **APPROVE** the amended *Fleet Use Policy* (Appendix B); and further,

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- IV. That Council **DIRECT** Administration to issue a Request for Proposal (RFP) to identify a qualified third-party operator to assume operation, maintenance, and where feasible, ownership of the City's existing public Electric Vehicle (EV) charging stations, and the supply of additional EV charging stations on city-owned property, as appropriate; and further,
  - V. That the Request for Proposal (RFP) **INCLUDE** evaluation criteria that scores the inclusion of Level 3 (DC Fast Charging) infrastructure and that the RFP **INCLUDE REFERENCE** to equity of access to the charging stations, and that both **BE INCLUDED** as scored components of the RFP; and,
  - VI. That Administration **BE AUTHORIZED** to take any other steps as may be required to bring effect to the resolution related to the results from the Request For Proposal (RFP); and,
  - VII. That that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any required documentation/agreement(s) for that purpose, satisfactory in legal content to the City Solicitor, in financial content to the Commissioner, Finance and City Treasurer and technical content to the Commissioner, Infrastructure Services and City Engineer.

Carried.

Report Number: S 18/2026  
Clerk's File: SW/15101

### 11. QUESTION PERIOD

None registered.

### 12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 5:10 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held April 29, 2026.

Carried.

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Ward 9 – Councillor Kieran McKenzie  
(Chairperson)

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Deputy City Clerk / Supervisor of Council  
Services

**Item No. 7.1**



**Committee Matters: SCM 85/2026**

**Subject: Minutes of the Active Transportation Expert Panel of its meeting held February 18, 2026**

## **ACTIVE TRANSPORTATION EXPERT PANEL (ATEP)**

Meeting held Wednesday, February 18, 2026, at 2:00 p.m. via Zoom

A meeting of the Active Transportation Expert Panel is held this day commencing at 2:00 o'clock p.m. via Zoom video conference, there being present the following members:

Dr. Paul Henshaw  
Jocelyn Nikita  
Wayne Lessard

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

Teena Ireland  
James Sommerdyk

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

Clare Amicarelli, Chair and Schools and Sustainable Mobility Coordinator  
Karen Kadour, Committee Coordinator

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

Clare Amicarelli, Chair calls the meeting to order at 2:03 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 Dr. Paul Henshaw, seconded by Jocelyn Nikita,  
That the minutes of the Active Transportation Expert Panel of its meeting held October 8, 2025, **BE ADOPTED** as presented.  
Carried.

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

## 4.1 Operating Budget and Initiatives Discussion

### Bike Locks

The Chair advises that a carry forward of the remaining 2025 Operating Budget was requested in order to purchase the bike locks in 2026.

### Disposition of 2025 funds, i.e. Local 444 Community Services, Bike Windsor Essex and The Safety Village

The Chair reports that the funding approved by the ATEP was provided to the foregoing associations, with the exception of the bike lock carryover funds pending

### 2025 Cycling Survey

The Chair asks if the ATEP is still interested in conducting a cycling survey regarding “conflicts involving pedestrians and cyclists” as proposed by the ATEP subcommittee (bottlenecks are barriers to cycling) at a previous ATEP meeting.

Dr. Paul Henshaw remarks that Jim Sommerdyk has prepared a map outlining the reported accidents between cars and cycles.

Jocelyn Nikita reports there has been an increase in scooter accidents and suggests expanding the survey from only cycling to micromobility.

Wayne Lessard proposes that information from Windsor Police, 311 complaints or hospital reports be obtained which may be useful to the ATEP.

The Chair states that the city receives information from 311, from the hospital, police and the city’s department on claims and incident reports. She adds that there is a gap in the details on some of the reporting systems in micromobility and adds that the current data will be shared with the Expert Panel via the review of the Micromobility Additional Information Memo.

Wayne Lessard remarks that active transportation also refers to people who walk as well and asks that data that identifies locations be provided with respect to pedestrians and cyclists. The Chair responds that the locations of pedestrian involved collisions can be derived from the Windsor Police; in terms of the hospital, adds that they do not have the location of the incident.

The Chair indicates that questions are posed to the schools that they partner with via the Active School Travel Program and parents are asked why they and their children may not choose to use active transportation to get to or from school. She adds that this question could be added to the Safety Village survey as well, to schools who participate

in the Safety Village trip. The Chair to inquire internally if the map of the pedestrian involved collisions can be sent to the Expert Panel.

## **4.2 Policy Report Updates**

### **Bike Parking Policy**

The Chair advises that this report was received by Council in January 2026, and Administration was directed to move forward with the installation of a security camera at Parking Garage 2.

In response to a question asked by Dr. Paul Henshaw regarding the purchase of bike racks for the Fireworks, the Chair will report back on whether the equipment will be rented or purchased.

### **Micromobility Report Update**

The Chair advises that the Micromobility Report was deferred by Council pending the receipt of additional information on collision statistics and information from community groups on the micromobility devices. The Chair advises that the Additional Information Memo is slated to proceed to the March 25, 2026, Environment, Transportation and Public Safety Standing Committee meeting. The Chair advises she'll send the ATEP the report to review for comments.

### **One-Way Street to Two-Way Street Report**

The Chair reports that the responses in the survey showed that majority of the public like the new cycling facilities and the traffic calming measures that were installed which is one of the main reasons the public was not in favour of a one-way two-way street conversion. The Chair advises that the report is slated to proceed to the March 25, 2026, Environment, Transportation and Public Safety Standing Committee meeting. The Chair advises she'll send the ATEP the report to review for comments.

### **Active Transportation Expert Panel 2025 Annual Report**

The Chair remarks that Council approved the Active Transportation Expert Panel 2025 Annual Report.

### **Bird Scooter Extension Report**

The Chair reports that the Bird Scooter Contract Extension Report is slated to proceed to the Environment, Transportation and Public Safety Standing Committee on

March 25, 2026. Administration will be requesting that the contract with Bird be extended for another year under amended terms stated in the “Ride to Work Model” proposal. She provides an overview of the “Ride to Work Model”; the discounted rates for students, discounts to affordable housing areas and an extended operation period (February to November), among other benefits.

Wayne Lessard asks if the public will be required to provide their addresses to receive a discount. The Chair to report back at the next meeting.

The Chair adds the city restricts some areas, i.e. unpaved pathways. The yearly revenues noted in the report will be provided to the Expert Panel for information.

### **Traffic Calming Report**

The Chair provides an overview of the Traffic Calming Report as follows:

- Minor traffic calming policies were consolidated into one document and was approved by Council in 2025.
- Are now able to address more streets with higher speeding issues; first prioritizing the ones with the highest speed and targeting more streets based on data versus based on community input.
- The streets that are identified for future bikeways will be prioritized over ones that are not.

In response to a question asked by Wayne Lessard regarding the elimination of speed cameras by the Provincial Government, the Chair responds that this report was approved after the provincial decision to eliminate the cameras was made.

Wayne Lessard asks if 4-way stop signs are considered to be a traffic calming devices. The Chair responds they are not.

## **4.3 Upcoming and Ongoing Projects**

### **Parks & Trail Maps**

The Chair states that the 2026 Parks and Trails Maps are currently underway of development. The Chair welcomes ideas from the panel for picture or map ideas.

### **Earth Day**

The Chair remarks that Earth Day will be held on April 26, 2026. The Chair welcomes volunteers from the Active Transportation Expert Panel, and ideas for swag items, prizes, etc.

### **Great Waterfront Trail Adventure Cycle Tour**

The Chair provides an overview of the Great Waterfront Trail Adventure Cycle Tour organized by the Waterfront Regeneration Trust to be held from August 10-14, 2026. The various routes are outlined, including cycling across the Gordie Howe International Bridge.

### **Bike to Fireworks Event**

The Chair to provide additional information regarding the Fireworks Event at the next meeting.

### **Educational Videos**

The Chair states that work will be undertaken in coordination with the Communications team to develop more educational videos, i.e. active transportation.

### **Bronze Cycling Friendly City**

The Chair reports that if the city wishes to go from bronze to silver, that attendance to a workshop is required. The Chair states that the requirements to receive a silver designation will continue to be investigated.

### **Expert Panel Subcommittee Update**

There is no update at this time.

Moved by Dr. Paul Henshaw, seconded by Wayne Lessard

That the updates provided by the Chair relating to the following topics **BE RECEIVED:**

- Bike locks
- Disposition of 2025 Funds
- 2025 Cycling Survey
- Bike Parking policy
- Micromobility Report update
- One-way Street to Two-Way Street Report
- Active Transportation Expert Panel 2025 Annual Report
- Bird Scooter Extension
- Traffic Calming Report

- Parks & Trails Maps
- Earth Day
- Great Waterfront Trail Adventure Cycle Tour
- Bike to Fireworks Event
- Educational Videos
- Bronze Cycling Friendly City
- ATEP Subcommittee Update

Carried.

**5. Other Business**

None.

**6. Date of Next Meeting**

The next meeting will be held on Thursday, May 28, 2026, at 2:00 p.m. in a room to be determined.

**7. Adjournment**

There being no further business, the meeting is adjourned at 3:20 o'clock p.m.



**Committee Matters: SCM 87/2026**

**Subject: Minutes of the Transit Windsor Working Group of its meeting held  
March 4, 2026**

## TRANSIT WINDSOR WORKING GROUP

Meeting held Wednesday, March 4, 2026

A meeting of the Transit Windsor Working Group is held this day commencing at 2:00 o'clock p.m. in Room 203, 350 City Hall Square West, there being present the following members:

Bernard Drouillard  
Trevor Ramieri  
Katie Stokes  
Souravdeep Singh

### ***Absent:***

Jaykumar Patel  
Iain Sutcliffe

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

James Chacko, Chair, Executive Director, Transit Windsor  
Stephan Habrun, Director, Operations & Planning  
Karen Kadour, Committee Coordinator

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

James Chacko, Chair, Executive Director, Transit Windsor calls the meeting to order at 2:05 o'clock p.m. and the Transit Windsor Working Group considers the Agenda being Schedule A, attached hereto, matters which are dealt with as follows:

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

None disclosed.

### **3. Minutes**

Moved by Trevor Ramieri, seconded by Katie Stokes,  
That the minutes of the Transit Windsor Working Group of its meeting held September 24, 2025, **BE ADOPTED** as presented.  
Carried.

## 4. Business Items

### 4.1 Review 2026 Meeting Schedule

It is generally agreed that the following 2026 meeting dates be approved:

May 27, 2026, August 26, 2026, and November 25, 2026 (subject to change).

### 4.2 Round Table

Stephen Habrun, Director, Operations & Planning provides the following updates:

- The east and west end terminals are coming along well. At both sites the buildings have been erected (operator buildings).
- Waiting on updates on when the terminals will be open. The west end terminal will be open much sooner than the east end terminal. The east end terminal will be open by summer 2026 dependent upon if the road network east end terminal is also open.
- In terms of the garage renovation updates, are getting closer to tendering for this month.
- From an operational standpoint, all is working well.
- Ridership is still trending down primarily due to the loss of international students and the weather.
- In terms of the fare system update, validators have been installed. The soft launch will primarily be students' passes for the university and college. The goal is to have this in place and running fully in the summer.

Trevor Ramieri reports in terms of communication, that students are expecting that their bus pass will be validated but will not be due to the transition to this new system. He asks what kind of communication strategy will be in place. The Chair responds that the strategy is being developed, however there will be a multiple phase that includes reaching out to all of their partners along with a broad campaign that includes social media. He adds there will be additional posters on the buses.

Trevor Ramieri adds that students are concerned that they will not have a physical card to ride the bus. The Chair responds that the option to get a physical card or Smart Card is still available.

Stephen Habrun remarks in terms of those who pay with cash, the existing fare boxes will remain on the buses. During the soft launch, the old passes will work for the rest of the categories; and the student passes will be transitioned. Once there is a hard launch the old passes will be cut off.

## 5. Other Business

The Chair opens the floor and asks the Working Group to provide topics of interest to discuss in 2026.

In terms of the issue in 2025 regarding Route 1000, Trevor Ramieri questions if more open houses will be held and asks if high school or post secondary schools are interested in more deliberation along with a strategy.

The Chair advises that much of the success was from the rollout in August and September to initially educate at the four high schools that had lost their school extras, in particular Holy Names and Vincent Massey High Schools. He adds there was a great deal of communication with a campaign and notes they will continue to adopt this strategy when there are big changes at the school level with Grade 8 or Grade 9 orientation. He indicates that City Council agreed to reinstate Route 1000 until December 31, 2026.

The Chair suggests that a discussion regarding the "Post Secondary Update" be added to the May 27, 2026, Transit Windsor Working Group Agenda.

In response to a question asked by Trevor Ramieri regarding Earth Day, the Chair remarks that the City always has a table at Malden Park.

It is generally agreed that the May 27, 2026, meeting will be held via Zoom video conference.

Souravdeep Singh indicates that students are disappointed with the cost of the passes and asks if the cost can be reduced. The Chair responds that a signed agreement that stipulates the cost is in place until 2029.

## **6. Date of Next Meeting**

The next meeting will be held on Wednesday, May 27, 2026, at 2:00 p.m. via Zoom video conference.

## **7. Adjournment**

There being no further business, the meeting is adjourned at 2:30 p.m.

**Item No. 7.3**



**Committee Matters: SCM 99/2026**

**Subject: Minutes of the Windsor Licensing Committee of its meeting held March 26, 2026**

# WINDSOR LICENSING COMMISSION

Meeting held Thursday, March 26, 2026

A meeting of the Windsor Licensing Commission is held this day commencing at 9:30 o'clock p.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair  
Councillor Angelo Marignani  
Marc Dubois  
Sam Sinjari

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

Councillor Renaldo Agostino

## ***Delegations in attendance:***

- Kedir Shamy and Abdullah Saleem regarding Item 6(a)
- Nasr Mohamed Al-Shaibie and Nasr Amed Abulelah Manea Abuhamra regarding Item 6(b)
- Peter Kelly and Ghassan Seifeddine regarding Item 6(c)
- Vlad Dimitris Vintilescu regarding Item 7(a)

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

Steve Vlachodimos, City Clerk and Licence Commissioner  
Craig Robertson, Manager Licensing & Enforcement & Deputy Licence Commissioner  
Rory Sturdy, Supervisor of by-law Enforcement Officer  
Nicole Brush, Supervisor of By-law Enforcement  
Wayne Campbell, By-law Officer  
Marianne Sladic, Senior Licence Issuer  
Karen Kadour, Committee Coordinator

## **1. Call to Order**

The Chair calls the meeting to order at 9:30 o'clock a.m. and the Windsor Licensing Commission considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

## **2. Disclosure of Interest**

None disclosed.

### 3. Adoption of the Minutes

Moved by Councillor Angelo Marignani, seconded by Sam Sinjari  
That the minutes of the meeting of the Windsor Licensing Commission held  
October 29, 2026, **BE ADOPTED** as presented.  
Carried.

### 4. Request for Deferrals, Referrals or Withdrawals

None.

### 5. Communications

Craig Robertson, Manager Licensing & Enforcement & Deputy Licence  
Commissioner introduces the following staff members to the Windsor Licencing  
Commission – Nicole Brush, Supervisor of By-law Enforcement, Wayne Campbell, By-  
law Enforcement Officer and Marianne Sladic, Senior Licence Issuer.

There are no communications.

### 6. Licence Transfers

**6(c)** Peter Kelly Transferor and Ghassan Seifeddine, Transferee appears before the  
Windsor Licensing Commission regarding the transfer of Taxicab Plate #032

Craig Robertson provides the following remarks regarding the transfer of Taxicab  
Plate #032:

- On February 12, 2026, transfer application and fee for taxicab plate #032 was submitted by Peter Kelly.
- On February 12, 2026, transferee application and proof of full-time status as a taxicab driver for Ghassan Seifeddine was submitted.
- Administration has no concerns at this time.

Moved by Councillor Angelo Marignani, seconded by Marc Dubois  
That the transfer of Taxicab Plate #032 from Peter Kelly to Ghassan Seifeddine  
**BE APPROVED** with the following conditions:

- i. Ghassan Seifeddine be given thirty (30) days from the date of the approval to submit a vehicle for inspection that complies with Schedule 4 to Public Vehicle Licensing By-law No. 137-2007 as amended, including a valid safety standards certificate.

- ii. Ghassan Seifeddine be given thirty (30) days from the date of the approval to submit a Taxicab Plate Holder application and pay the associated fee.
- iii. Ghassan Seifeddine be given thirty (30) days from the date of the approval to provide verification that full compensation has been made to Peter Kelly in consideration of the transfer of Taxicab plate #032.
- iv. Ghassan Seifeddine shall not lease Taxicab Plate #032 for a one-year period as stated in Schedule 4, Section 21.3 of Public Vehicle Licensing By-law No. 137-2007 as amended.
- v. Ghassan Seifeddine shall not transfer plate #032 for a period of at least (5) years from the date of issue of the licence unless otherwise approved by the Windsor Licensing Commission, as stated in Schedule 4, Section 20.1 of Public Vehicle Licensing By-law No. 137-2007 as amended.

Carried.

- 6(a)** Kedri Shamy, Transferor and *Mohammad Wadadah Rashash* appear before the Windsor Licensing Commission on behalf of Abdullah Saleem, Transferee regarding the transfer of Taxicab Plate #055.

Craig Robertson provides the following remarks regarding the transfer of Taxicab Plate #055:

- On December 12, 2025, an authorization letter was submitted by Mohammad Waddah Rashash on behalf of Kedri Shamy.
- On December 12, 2025, transfer application and fee for taxicab plate #055 was submitted by Mohammad Waddah Rashash on behalf of Kedri Shamy.
- On December 12, 2025, transferee application and proof of full-time status as a taxicab driver for Abdullah Sleem was submitted.

Moved by Councillor Angelo Marignani, seconded by Sam Sinjari,  
That the transfer of Taxicab Plate #055 from Kedri Shamy to Abdullah Saleem  
**BE APPROVED** with the following conditions:

- I. Abdullah Saleem be given thirty (30) days from the date of the approval to submit a vehicle for inspection that complies with Schedule 4 to Public Vehicle Licensing By-law No. 137-2007 as amended, including a valid safety standards certificate.
- II. Abdullah Saleem be given thirty (30) days from the date of the approval to submit a Taxicab Plate Holder application and pay the associated fee.
- III. Abdullah Saleem be given thirty (30) days from the date of the approval to provide verification that full compensation has been made to Kedri Shamy in consideration of the transfer of Taxicab plate #055.
- IV. Abdullah Saleem shall not lease Taxicab plate #055 for a one-year period as stated in Schedule 4, Section 21.3 of Public Vehicle Licensing By-law No. 137-2007 as amended.

Carried.

**6(b)** Nasr Mohamed Al-Shaibie, Transferor and Nasr Amed Abelelah Manea Abuhamra, Transferee appear before the Windsor Licensing Commission regarding the transfer of Taxicab Plate #219.

- Craig Robertson provides the following remarks regarding the transfer of Taxicab Plate #219:
- On December 16, 2025, transfer application and fee for taxicab plate #219 was submitted by Nasr Mohamed Al-Shaibie.
- On December 16, 2025, transferee application and proof of full-time status as a taxicab driver for Nasr Amed Abulelah Manea Abuhamra was submitted.

Moved by Councillor Angelo Marignani, seconded by Marc Dubois,  
That the transfer of Taxicab Plate #219 from Nasr Mohamed Al-Shaibie to Nasr Amed Abulelah Manea Abuhamra **BE APPROVED** with the following conditions:

- i. Nasr Amed Abulelah Manea Abuhamra be given thirty (30) days from the date of the approval to submit a vehicle for inspection that complies with Schedule 4 to Public Vehicle Licensing By-law No. 137-2007 as amended, including a valid safety standards certificate.
- ii. Nasr Amed Abulelah Manea Abuhamra be given thirty (30) days from the date of the approval to submit a Taxicab Plate Holder application and pay the associated fee.
- iii. Nasr Amed Abulelah Manea Abuhamra be given thirty (30) days from the date of the approval to provide verification that full compensation has been made to Nasr Mohamed Al-Shaibie in consideration of the transfer of Taxicab plate #219.
- iv. Nasr Amed Abulelah Manea Auhamra shall not lease Taxicab plate #219 for a one-year period as stated in Schedule 4, Section 21.3 of Public Vehicle Licensing By-law No. 137-2007 as amended.
- v. Nasr Amed Abulelah Manea Abuhamra shall not transfer plate #219 for a period of at least five (5) years from the date of issue of the licence unless otherwise approved by the Windsor Licensing Commission, as stated in Schedule 4, Section 20.1 of Public Vehicle Licensing By-law No. 137-2007 as amended.

Carried.

**7(a)** Vlad Dimitris Vintilescu appears before the Windsor Licensing Commission regarding the issuance of a Class D Livery Plate Holder Licence.

Craig Robertson provides the following remarks regarding the Livery Vehicle Class D licence:

- A new application for a Class 'D' Livery Vehicle licence was submitted on February 9, 2026, by Vlad Dimitris Vintilescu, Beyond Mobility, LaSalle, 6740 Matchette Road.
- The Licensing Division has no past records for this business.
- There is currently one (1) Livery Vehicle licensed in the City of Windsor.

Moved by Councillor Angelo Marignani, seconded by Marc Dubois

That the livery vehicle plate holder application, submitted by Vlad Dimitris Vintilescu o/a Beyond Mobility, located at 6740 Matchette Road, LaSalle, ON N9J 2K1, to operate one (1) Class 'D' Livery Vehicle, namely a 2025 Mitsubishi Outlander **BE APPROVED** with the following conditions:

- Vlad Dimitris Vintilescu be given sixty (60) days from the date of this decision to submit a valid business name registration to operate as "*Beyond Mobility*"
- Vlad Dimitris Vintilescu be given sixty (60) days from the date of this decision to submit a rate schedule that is in accordance to Public Vehicle Licensing By-law No. 137-2007 as amended;
- Vlad Dimitris Vintilescu be given sixty (60) days from the date of this decision to submit a vehicle safety standards certificate not more than thirty (30) days old for the proposed vehicle being a 2025 Mitsubishi Outlander;
- Vlad Dimitris Vintilescu be given sixty (60) days from the date of this decision to submit the vehicle to and pass an inspection by the By-law Enforcement Division.

Carried.

### **8(a) Expired Business Licence Application(s)**

Mark Dubois inquires if businesses can continue to operate if they are expired. Craig Robertson responds that a question relating to expired businesses was also recently asked by CBC. He explains that the report on expired applications is provided to the Windsor Licensing Commission for information purposes only and does not reflect their current licence status. He adds that when someone applies for a licence, they have 60 days to satisfy the requirements of the application which they are responsible for. He indicated that this may include submission of corporation documents, liquor licenses, board of health approvals etc. or that City Departments have not been able to make contact with the business owner to complete their inspection or approval of the business licence. Craig Robertson indicated that when an application is expired, a registered letter is automatically sent to the business owner notifying them that their application is no longer valid and that they are required to re-apply to the City and pay the required fees.

Steve Vlachodimos, City Clerk and Licence Commissioner asked Craig Robertson to provide information to the Windsor Licensing Commission if or in the event there were concerns of a public health and safety issue related to an expired application. Craig Robertson responds that the appropriate Departments (Fire & Building) would utilize their individual Code Regulations to address the health and safety concerns and determine

whether it was safe for the business to continue operations or to provide service to the public.

The Chair questions if any penalty is levied due to the amount of work to ensure compliance. Craig Robertson remarks that the licence fees are based on cost recovery to administer and enforce the by-laws. If a person applies again, they would be subject to paying the licence fees again. There are also progressive monetary penalties for reinspection that can be applied.

Moved by Mark Dubois, seconded by Councillor Angelo Marignani,  
That the report of the Deputy Licence Commissioner dated March 26, 2026,  
entitled "Expired Application(s) for Business Licence" **BE RECEIVED.**  
Carried.

**9. In Camera**

No In Camera session is held.

**10. Date of Next Meeting**

The next meeting will be held on Thursday, April 23, 2026, at 9:30 a.m. in Room 140, 350 City Hall Square West.

**11. Adjournment**

There being no further business, the meeting is adjourned at 10:00 a.m.



**Committee Matters: SCM 100/2026**

**Subject: Minutes of the Environment & Climate Change Advisory Committee of its meeting held February 19, 2026**



CITY OF WINDSOR  
**Environment & Climate Change  
Advisory Committee**

Meeting held February 19, 2026

A meeting of the Environment & Climate Change Advisory Committee (ECCAC) is held this day commencing at 5:30 o'clock p.m. in Room 140, 350 City Hall Square West, there being present the following members:

Councillor Kieran McKenzie, Chair  
Councillor Angelo Marignani  
Frank Butler  
Michael Schneider  
Jennifer Nantais  
Maria Boada

***Regrets received from:***

Mike Fisher

***Guest in attendance:***

Phillippa von Zeigenweidt  
Giovanni Abati

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

Brana Cesljarov, Supervisor Environmental Sustainability & Climate Change  
Amy Nevills, Environment & Sustainability Coordinator  
Karen Kadour, Committee Coordinator

**1. Call to Order**

Councillor Kieran McKenzie, Chair calls the meeting to order at 5:30 o'clock p.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. Minutes

Moved by Councillor Angelo Marignani, seconded by Maria Boada,  
That the minutes of the Environment & Climate Change Advisory Committee of  
its meeting held October 2, 2025, **BE ADOPTED** as presented.  
Carried.

## 4. Business Items

### Confirm & Ratify E-mail Poll

That the results of the e-mail poll conducted on December 30, 2025, approving  
the following recommendation **BE CONFIRMED AND RATIFIED**:

Moved by Councillor Angelo Marignani, seconded Frank Butler,

That **APPROVAL BE GIVEN** to an allocation of ECCAC funds toward the following  
undertakings:

1. Up to \$3,500 for Branding Asset and Swag including a New Logo appropriate for a variety of formats and a promotional banner and tablecloth.
2. \$2,000 for WIFF for a 2025 Film Screening Event.
3. \$2,000 to ERCA for a tree planting initiative to be undertaken in partnership with the Committee and the City of Windsor Forestry Department in 2025.
4. \$2,000 for Bike Windsor Essex to support their 2024/2025 Winter Wheels Program.

Carried.

### 4.1 Allocating Budget for World Migratory Bird Day Event at Ojibway Nature Centre

Jennifer Nantais suggests the purchase of t-shirts with the Bird Friendly Windsor Logo, stickers, and bird friendly window kits (to mitigate window collisions). Discussion ensues regarding the cost of t-shirts and the difficulty to ensure that various sizes are available.

Moved by Councillor Angelo Marignani, seconded by Jennifer Nantais,

That **APPROVAL BE GIVEN** to allocate funding in the amount of \$1,500 for the purchase of stickers and window kits for use at the Earth Day and the Birds of Anishinaabe Aki Events in 2026.

Carried.

## 4.2 Environmental Perspectives Survey Results

Amy Nevills, Environment & Sustainability Coordinator provides an overview of the Environmental Perspectives Survey Results as follows:

- The survey is conducted every four years to supplement and strengthen the City's Report on the State of the Environment and ensure ongoing community input informs environmental reporting
- Survey was open from September 17 – October 31, 2025, with 291 responses.
- Respondents were well distributed across all wards.
- The most critical environmental issue that Windsor is facing today is resource usage, i.e. waste, recycling, landfill diversion and single use plastics.
- The City of Windsor residents would like the focus to be on expanding renewable energy and energy efficiency programs.
- The summary of the survey results identified the following:
- Natural areas were identified as the most critical issue that Windsor is facing today.
- Natural areas were identified as the highest priority for the City to focus on.
- Majority (56.7%) of participants are somewhat aware of the City of Windsor's environmental initiatives.
- Majority (54.6%) of participants are somewhat aware of community led environmental initiatives.
- Most of the participants are aware of rebate and incentive programs but majority (55%) of the participant have not used or participated in these programs because they did not think it applied to them, didn't know they existed or too expensive and time consuming.
- Ratings of the environment tended to cluster in the mid-range with 44% selecting fair and 29% selecting poor. Smaller shares rated it positively, including 16.5% as good and one respondent (0.3%) as excellent, while 9% were neutral or unsure.
- Most participants hear about environmental programs through local news, media and social media. Community organizations and word of mouth are moderately common sources while fewer people rely on City of Windsor and other sources.
- Additional Climate Mitigation & Adaptation Projects include:
- Municipal energy retrofits (LED conversions, HVAC updates and ongoing energy management improvements)
- Fleet transitions including hybrid/EV procurement and charging infrastructure at municipal facilities.
- Stormwater and low impact development being implemented through capital projects and development approvals.

- Tree planting and urban canopy initiatives (Urban Forestry Management Plan).
- External climate related funding to support energy efficiency and greenhouse gas reduction.

In response to question asked by Frank Butler regarding tree planting, as of 2025, the city will be planting 5,000 trees annually. He also suggests planting fruit trees. It is noted that approximately 1,000 old trees are removed annually, which are then replaced with new plantings. As of 2019, the city's tree canopy coverage is 19%.

Maria Boada asks if there are local collaborations with colleges and universities. Amy Nevills responds the city is currently working with schools and presentations at the Alzheimer's Society have been provided.

Michael Schneider applauds the Town of Tecumseh for driving electric buses. At a previous meeting, he requested a report from Transit Windsor as it relates to electric buses. He suggests the use of smaller buses as opposed to 40-foot buses, and electrification.

Councillor Angelo Marignani asks in terms of biodiversity i.e. animals, insects and birds as well as plant types that act as flood mitigation, how do we educate the public. Jennifer Nantais suggests connecting the climate team with the parks team.

The Chair expresses concern that the highest-ranking issue of environmental importance is 3.23 on a scale from 1 to 5. Amy Nevills responds that when you see 3.23 as the average rank, she notes that everything was scattered between different parties but the natural areas was the one that ranked the highest.

Moved by Councillor Kieran McKenzie, seconded by Councillor Angelo Marignani,  
That City Council **BE REQUESTED** to consider ways to increase resources to environmental issues city-wide and further, that resources for other environmental issues **BE INCREASED** in the 2027 budget.  
Carried.

Moved by Councillor Angelo Marignani, seconded by Maria Boada,  
That the City of Windsor **BE REQUESTED** to undertake work to increase awareness on environmental initiatives, programs and services offered by the City of Windsor.  
Carried.

## 5. Subcommittee Reports

- 5.1 Jennifer Nantais, Chair provided an overview of the Bird Team Subcommittee under Item 4.1 - Allocating Budget for World Migratory Bird Day Event at Ojibway Nature Centre.

## 5.2 Planning and Environment Subcommittee

Councillor Angelo Marignani, Chair advises there is no report at this time.

## 5.3 Public Education and Engagement Subcommittee

Maria Boada, Chair reports the Subcommittee is looking to holding some events in late March 2026. She requests funding from ECCAC for refreshments at speed network events. She also requests funding for events such as Earth Day and Open Streets as well as for climate fresks – impacts and solutions.

The Chair proposes that various groups be invited to come before the subcommittees to discuss matters of importance to them.

The Chair asks Brana Cesljarov in which capacity can this invitation be supported by ESCC Team. Brana Cesljarov advises that the process for inviting external groups and organizations to appear before ECCAC, as well as the role of Administration in facilitating such invitations.

Moved by Maria Boada, seconded by Jennifer Nantais,  
That Administration **BE REQUESTED** to report back on the processes required to invite environmental organizations to the Environmental Climate Change Advisory Committee.  
Carried.

Moved by Councillor Angelo Marignani, seconded by Maria Boada,  
That expenditures in the upset amount of \$500. for events to be held by the Public Education and Engagement Subcommittee **BE APPROVED:**

- Speed Network Event
- Earth Day and Open Streets Events
- Climate Fresks

Carried.

## 5.5 Budget Subcommittee

Frank Butler reports he conducted a “Year End Review & Assessment” and identified a number of obstacles that they had or unfinished files. The Subcommittee looked at recommendations to make them more structurally fluid and viable.

He provides an overview of the protocol for holding meetings including quorum, holding meetings without quorum, holding additional meetings, cancellation of meetings,

rescheduling of meetings, sending out minutes, e-mail polls and the unavailability of the Chair for a meeting. He expresses concern that Legal has not returned to ECCAC to provide an update on a previous matter

Moved by Frank Butler, seconded by Michael Schneider,  
That the Chair of ECCAC **BE DIRECTED** to bring forward the Legal Department, and Windsor Police to the Environment & Climate Change Advisory Committee.  
Carried.

Moved by Frank Butler, seconded by Councillor Angelo Marignani,

That the Budget Subcommittee recommends:

- That funding to reach 22% be budgeted for tree planting by Parks at a minimum and reviewed early to increase the urban canopy significantly.
- That only native species be planted as part of the overall plan; and
- That the city website be more accessible and user friendly on this program and all other plans.

Carried.

## 6. New Business

The Chair refers to Earth Day to be held on April 26, 2026, at Malden Park. He adds that swag will be provided at the event. Maria Boada will be available at an information table.

Moved by Michael Schneider, seconded by Councillor Angelo Marignani,  
That the Chair proposes that Transit Windsor **BE REQUESTED** to provide a report on the fleet strategy.  
Carried.

## 7. Date of Next Meeting

The next meeting will be held on April 16, 2026, at 5:30 p.m.

## 8. Adjournment

The meeting is adjourned at 7:45 p.m.



**Committee Matters: SCM 101/2026**

**Subject: Report No. 3 of the Environment & Climate Change Advisory Committee Meeting held February 19, 2026**

**REPORT No. 3  
OF THE  
ENVIRONMENT & CLIMATE CHANGE ADVISORY COMMITTEE  
(ECCAC)**

Meeting held February 19, 2026

Present: Councillor Kieran McKenzie, Chair  
Councillor Angelo Marignani  
Maria Boada  
Frank Butler  
Jennifer Nantais  
Michael Schneider

Your Committee submits the following recommendation:

Moved by Councillor Kieran McKenzie, Chair, seconded by Councillor Angelo Marignani,

That City Council **BE REQUESTED** to consider ways to increase resources to environmental issues city-wide, and further, that resources for other environmental issues **BE INCREASED** in the 2027 budget.

Carried.

<b>NOTIFICATION:</b>		
<b><i>Name</i></b>	<b><i>Address</i></b>	<b><i>E-mail</i></b>
ECCAC members		on-file



**Committee Matters: SCM 102/2026**

**Subject: Report No. 4 of the Environment & Climate Change Advisory Committee Meeting held February 19, 2026**

**REPORT No. 4  
OF THE  
ENVIRONMENT & CLIMATE CHANGE ADVISORY COMMITTEE  
(ECCAC)**

Meeting held February 19, 2026

Present: Councillor Kieran McKenzie, Chair  
Councillor Angelo Marignani  
Maria Boada  
Frank Butler  
Jennifer Nantais  
Michael Schneider

Your Committee submits the following recommendation:

Moved by Councillor Angelo Marignani, seconded by Maria Boada,

That City Council **DIRECT** Administration to undertake work to increase awareness on environmental initiatives, programs and services offered by the City of Windsor.

Carried.

<b>NOTIFICATION:</b>		
<b><i>Name</i></b>	<b><i>Address</i></b>	<b><i>E-mail</i></b>
ECCAC members		on-file

**Subject: Response to CQ 18-2025 Micromobility in Windsor – City Wide**

**Reference:**

Date to Council: April 29, 2026  
Author: Kathy Quenneville  
Schools and Sustainable Mobility Coordinator  
519-255-6247 ext. 6287  
kquenneville@citywindsor.ca

Public Works - Operations  
Report Date: 1/8/2026  
Clerk's File #: SW2026

To: Mayor and Members of City Council

**Recommendation:**

- I. THAT the report in response to CQ 18-2025 – “Micromobility in Windsor” **BE RECEIVED** for information.

**Executive Summary:**

N/A

**Background:**

At the City Council meeting of September 8, 2025, Councillor Renaldo Agostino asked the following question:

**CQ 18-2025**

*“Asks that due to the growing concern regarding the operation of electric motorcycles, scooters, and similar vehicles that are not licensed by municipalities or the province, with these vehicles increasingly being operated at high speeds on city streets, sidewalks, and trails, creating safety hazards for pedestrians, cyclists, and other road users and increasing the risk to public safety; Administration be directed to prepare a report outlining:*

- 1. The current regulatory framework governing electric motorcycles, scooters, crotch rockets, and similar vehicles at the municipal and provincial levels;*
- 2. The enforcement tools presently available to municipalities, and any limitations that exist;*

3. *Best practices or approaches from comparable Ontario municipalities in addressing these vehicles;*
4. *Recommendations for advocacy to the Province of Ontario, including potential legislative or regulatory changes, to ensure municipalities are equipped to regulate and enforce the safe use of such vehicles;*
5. *Short-term options available locally to mitigate risks to residents while broader regulatory options are researched. What can we do?"*

This report is in response to CQ 18-2025.

## **Micromobility**

Micromobility is an umbrella term for small, lightweight, low-speed, personal transport vehicles, typically used for short trips. As shown in Appendix A, examples of micromobility include traditional items like human powered bicycles, roller blades and skateboards, as well as power-assisted devices such as e-bikes, e-scooters, cargo bikes/trikes and low-speed vehicles. These devices are used for a variety of purposes and can be privately owned, shared, rented, or commercially operated for deliveries.

For additional clarity, assistive mobility devices such as manual and powered wheelchairs/scooters (operating speeds up to 14 km/h) are not categorized as micromobility devices. When operating assistive mobility devices, persons are considered pedestrians.

## **Regulatory Framework**

An overview of the legislated and operating requirements for common micromobility devices is shown in Appendix A. The *Highway Traffic Act* (HTA) governs the operations, licensing and maintenance of all vehicles operating on public roads including several forms of micromobility vehicle types, such as bicycles, power-assisted / motor assisted bicycles (operating speeds up to 32 km/h), low speed mopeds and provides regulation for various micromobility pilot programs. The HTA works together with the Canada Motor Vehicle Safety Act (CMVSA) and the Ontario Highway Traffic Act (HTA) for various types of motorized vehicles, including a low-speed vehicle, (three/four wheeled), regular speed moped, limited speed motorcycle/higher speed e-bike and a motor tricycle, and specifies requirements for each. In such cases, the CMVSA ensures safety standards are met for any motorized vehicle types operating faster than 32 km/h, while the HTA governs how they are operated on a public road.

In response to this emerging micromobility use trend and to advance options for sustainable multi-modal transportation, some municipalities across Ontario have introduced new by-laws, updated existing by-laws and opted to participate in provincial pilot legislative programs that permit the use of select types of micromobility.

The operation of e-bikes (power assisted traditional or scooter style bicycle) is currently legislated by O. Reg. 369/09 under the HTA. In 2021 under Bill 197, the *Safer Roads and Communities Act* (SRCA) established regulation-making powers under the HTA, to put forward new definitions to allow e-bikes to be categorized into distinct classes based on factors such as maximum weight, speed and motor power with each class having prescribed operator age, licensing and vehicle safety standards (e.g. battery certifications). On November 19, 2024, the SRCA received Royal Assent. The provisions related to e-bikes were not proclaimed into force and do not come into force until the day named by proclamation of the Lieutenant Governor. As such, Ontario's e-bike laws remain unchanged as the Ministry of Transportation of Ontario (MTO) continues to develop a proposed framework for redefining e-bikes.

In addition, MTO is currently piloting five (5) different types of standalone micromobility vehicle programs and regulatory frameworks:

- Electric kick-scooters (O. Reg. 389/19),
- Cargo e-bikes (O. Reg. 141/21),
- Golf carts (O. Reg. 407/21), and
- Low-speed vehicles – four wheeled (O. Reg. 215/17),
- Large quadricycles (O. Reg. 411/22).

Municipalities are required to pass enabling by-laws to participate in these pilot programs and locally regulate these types of micromobility vehicles, including where and how their operation is permitted. Similar to several other municipalities, the City has opted into O. Reg. 389/19: Pilot Project – Electric Kick-Scooters through an amendment to Traffic By-law #9148, allowing both shared and personal e-scooter use. Appendix B identifies key differences between shared (third party ride share) e-scooters and personal (individually, privately owned) e-scooters. The City's participation in the e-scooter pilot program led to the establishment of shared e-scooter (and e-bike) services in 2021 using Bird Canada. As part of this initiative, the City participates in an MTO-led provincial working group with other municipalities in the program to discuss pilot program operational and ride-share issues. This pilot program will conclude in 2029.

Administration is currently working toward participation in the MTO large quadricycle pilot program by including this vehicle type under the definition of pedicab within the City's existing municipal licensing regulations (refer to Report S3/2026). This pilot program will conclude in 2032.

To date, the City has not opted into the MTO pilot programs for cargo e-bikes, golf carts or low speed vehicles; therefore, these vehicles are currently not allowed to operate in the public right-of-way, or in parks or other multi-use pathways and trails in Windsor.

These above noted pilot programs aim to assess the adequacy of their associated regulations to safely integrate these vehicle types on public roads and/or other operating areas as allowed through municipal by-law, while promoting potential economic benefits. These programs allowed municipalities to opt-in and establish local micromobility policy to facilitate active transportation, reduce carbon footprints and support tourism.

The MTO is currently proposing to consolidate all of these pilot programs under one regulation to streamline processes, align pilot program expiry dates (currently ranging from 2026–2032), standardize reporting and reduce duplication. The overarching aim is to promote micromobility adoption while maintaining road safety and responding to municipal and stakeholder feedback.

Other new or emerging types of micromobility (i.e. electric unicycle, electric one-wheel, electric skateboard, electric hoverboard, electric transporter (Segway)), although classified as motor vehicles, are currently prohibited on public roadways by the HTA in all Ontario municipalities as they do not meet the provincial equipment safety standards for on-road use.

## **Discussion:**

### **Windsor Micromobility Regulations and Enforcement**

In addition to the HTA, the use of some but not all types of micromobility in Windsor (and associated enforcement of the same) is regulated by the City's Traffic By-Law #9148. Micromobility devices fall under the definition of "vehicle", which *"includes a motor vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle or a street car."*

Traffic By-law #9148 was amended in May 2020 to regulate bicycles, e-bikes and e-scooters in the following ways:

- Prohibiting use on EC Row Expressway and Dougall Parkway,
- Prohibiting sidewalk riding (except for bicycles with wheel size less than 60 cm),
- Restricting operation of e-scooters on high-speed roads (greater than 50 km/h),
- Restricting e-bike operation on multi-use and pedestrian use only pathways/trails,
- Restricting the carrying of articles which would prevent rider from keeping both hands on the handlebars,
- Requiring single-file riding, and
- Mandating safe parking to minimize obstruction to pedestrian or vehicular traffic.

The By-Law also outlines requirements for the use of the following devices:

- Skateboards – shall not be ridden on roadways and sidewalks in area lying between Erie Street, the Detroit River, Pelissier Street and Goyeau Street, as well as on Expressways, Class I and II arterials, and Class I collector streets, and
- Roller blades – shall not be used on roadways where sidewalks exist.

The Windsor Police Service (WPS) Traffic Enforcement Unit (TEU) is the full-time unit dedicated to traffic enforcement and whose priorities are to respond to serious accidents, patrol intersections that experience high collision rates, address speeding, and other moving violations, and implement RIDE programs. Enforcement of micromobility violations is limited and typically only occurs in response to dispatched incidents involving these types of devices, through active complaints or proactively when policing resources are available. WPS also regularly launches targeted awareness campaigns through corporate communications, followed by enforcement blitzes, such as a recent campaign against illegal car rallies, which may similarly be used to reinforce micromobility legislation.

Windsor By-Law Enforcement ensures compliance with City By-laws through a complaint-driven process. By-Law Officers do not issue infraction notices for moving violations under the HTA, as the responsibility lies with WPS. Although moving violations would primarily be enforced by WPS, By-law Enforcement could assist in investigating complaints under the Traffic By-Law #9148 where there is factual evidence, such as photographic or video footage, to support the infractions.

In addition, Bird Canada has integrated technology for the e-scooter/e-bike share program that includes geofencing, which restricts riding to specific areas, as well as speed governors, which limit device operating speeds. Bird also maintains a graduated system of disciplinary measures for poor rider behaviour of its devices, which includes first a warning, then a \$20 fine, followed by a suspension and inability to use their devices again.

### **Micromobility Enforcement Limitations and Challenges**

Municipalities across Ontario face challenges in enforcing the safe use of micromobility devices, as they must balance enforcing the HTA, local bylaws, infrastructure limitations and public safety concerns while adapting to rapidly evolving vehicle types and pilot regulations. Various enforcement challenges and limitations are outlined below:

- **Enforcement Capacity** – Lack of resources/personnel to regularly monitor/enforce.
- **Enforcement Difficulties** - Enforcing rules like speed limits, no-sidewalk riding, and proper parking is challenging because most micromobility vehicles lack registration or license plates. Many riders ignore rules, leading to public complaints about reckless behavior.

- **Public confusion** – Varying levels of regulatory compliance related to wide variety of available micromobility device types including personal devices and those illegally modified.
- **Operational Space** - Challenges with definition of space and concerns over conflicts with other active transportation facility users. Also, gaps in the existing cycling infrastructure force less assertive riders to share roads with cars or illegally use sidewalks, increasing user collision risk.
- **Safety Concerns and Accident Risks** - E-scooters and e-bikes can travel at speeds up to 24 km/h and 32 km/h, respectively, and when combined with quiet operation and lack of helmet use, can pose risks to riders, pedestrians, and other road users. Accident rates and injuries have significantly increased over the last several years locally, across Ontario and Canada, with head injuries being a significant concern.
- **Regulatory Gaps and Inconsistencies** - In many instances, the HTA and the City's existing traffic by-law do not provide sufficiently clear regulations to inform micromobility users of the rules or to effectively guide enforcement. Various micromobility device regulatory approaches by other comparative municipalities are noted in Appendix C.
- **Accessibility Issues** - Improperly parked e-scooters often block sidewalks and pathways, creating hazards and barriers for people with disabilities, seniors, and those using wheelchairs or strollers.
- **Liability and Insurance Issues** - Determining fault and ensuring adequate insurance coverage in the event of an accident remains a complex legal issue.

## **Micromobility Opportunities**

In the absence of a clear timeline for the province of Ontario to review or update the definitions of micromobility devices, the City may take the following short-term actions to close the gap in addressing the challenges of an ever-growing number of micromobility device types.

- *Education and Enforcement Campaigns:* WPS can conduct targeted safety enforcement campaigns in collaboration with City Administration's road safety education initiatives focused on micromobility. These campaigns should aim to both educate the public and enforce traffic laws and by-laws related to these vehicles, addressing proper use and discouraging dangerous behaviors such as speeding, running red lights, riding on sidewalks, and failing to wear a helmet.

Once proposed provincial regulations are finalized, it is anticipated that they will be accompanied with recommended set fines and administrative monetary penalties, established to provide a level of general deterrence and to more fully enable Police and By-Law Officers to conduct future enforcement when deemed necessary.

- *Traffic By-law Updates:* To address emerging safety and regulatory challenges posed by micromobility devices, the City could consider targeted by-law updates to ensure it accurately reflects which micromobility devices are permitted and prohibited, including specific provisions for regulating e-bikes on multi-use paths, where they are currently prohibited. Administration plans to undertake a review of the by-law and report back to Council with recommendations for amendment at a future meeting.
- *Micromobility Advocacy:* Continued administration participation on MTO-led micromobility working groups to identify regulatory gaps, lessen micromobility implementation challenges/limitations and help shape future micromobility legislative policy.

### **Risk Analysis:**

Failure to address the enforcement of micromobility regulations could create public safety, accessibility, and legal risk issues, while undermining efforts to integrate these devices as a sustainable transportation option.

The micromobility opportunities identified in this report are anticipated to be actionable using existing resources. Should additional resources be required for enforcement (i.e. Windsor Police Services) to increase the current level of service to target micromobility, a corresponding budget increase would be required.

### **Climate Change Risks:**

#### **Climate Change Mitigation**

Increasing the safe and lawful use of micromobility modes of transportation, such as e-bikes and e-scooters can help the city reduce its community greenhouse gas emissions by replacing short car trips with low carbon alternatives.

#### **Climate Change Adaptation**

Promoting micromobility use may lessen the impacts of urban heat island effects and health risks associated with extreme weather events

### **Financial Matters:**

There are currently no financial impacts expected as a result of this information report. Any future funding requirements, if necessary, will be brought forward as part of the annual budget process.

**Consultations:**

Craig Robertson, Manager - Licensing and Enforcement/Deputy Licence Commissioner  
Robert Wilson, Inspector, Patrol Support, Windsor Police Service  
Katerina Downard, Senior Policy Analyst, Environmental Policy Office, MTO  
Mark Nazarewich, Deputy City Solicitor, Legal and Real Estate  
Michelle Moxley-Peltier, Community Energy Plan Administrator  
City of Windsor Active Transportation Expert Panel  
Cindy Becker, Financial Planning Administrator – Public Works Transportation  
Ian Day, Senior Manager Transportation.

**Conclusion:**

Micromobility has seen rapid growth across municipalities; however, several regulatory gaps exist which are requiring municipalities to establish how and where micromobility devices may be used. Gaps in regulatory frameworks, technological evolution and pending regulatory changes have created challenges in ensuring clarity and consistency for users and enforcement. Micromobility centric updates to the City’s Traffic By-law; expanded micromobility education and enforcement campaigns; and ongoing administrative regulatory policy advocacy will assist in lessening such challenges.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Tony Ardovini	Executive Director, Financial Planning and Deputy Treasurer
Stacey McGuire	Executive Director, Operations / Deputy City Engineer(A)
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 – Legislative/Operating Requirements of Micromobility Devices
- Appendix B – Ride-share and Personal Use E-Scooter Comparison
- Appendix C – Municipal Micromobility Approaches and Enforcement Methods



Appendix A – Legislative/Operating Requirements of Micromobility Devices

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>E-Bikes</b></p>  <p>Power-assisted bicycle (e-bike)</p>  <p>Motor-assisted bicycle</p>  <p>Limited speed moped</p>  <p>Limited speed motorcycle</p>	<p>Motorized bicycles that can look like conventional bicycles, scooters or limited-speed motorcycles.</p> <ul style="list-style-type: none"> <li>• Driver Age: <b>16+ yrs</b></li> <li>• Helmet Requirement: <b>16+ yrs</b></li> <li>• Licence Requirement: <b>No</b></li> <li>• Maximum Vehicle Weight: <b>120 kg</b></li> <li>• Maximum Speed: <b>32 km/h</b></li> <li>• Maximum Motor Power: <b>500 watts</b></li> </ul> <p><b>Other Requirements:</b> Riders must wear an approved bicycle or motorcycle helmet, follow the same rules of the road as cyclists, two independent braking systems, min wheel size requirements.</p> <p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>• It is illegal to modify an e-bike’s motor to make it more powerful or to increase the speed.</li> </ul>	<p><b>HTA - O. Reg. 369/09 / SRCA</b></p> <p>The definition of e-bikes are being reviewed by the Ministry of Transportation with the intention to further refine.</p> <p><b>Windsor Traffic By-Law #9148</b> Prohibits the operation of e-bikes on pathways shared by pedestrians and bicycles or on pedestrian trails.</p>	✓	✓	X	X	X



## Appendix A – Legislative/Operating Requirements of Micromobility Devices

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>Electric Kick Scooters</b></p>  <p>Electric kick-scooter</p>	<p>E-scooters have battery-powered motors with a platform for your feet and are steered with waist-high handlebars.</p> <ul style="list-style-type: none"> <li>• Driver Age: <b>16+ yrs</b></li> <li>• Licence Requirement: <b>No</b></li> <li>• Helmet Requirement: <b>under 18 yrs</b></li> <li>• Maximum Vehicle Weight: <b>45 kg</b></li> <li>• Maximum Speed: <b>24 km/h</b></li> <li>• Maximum Motor Power: <b>500 watts</b></li> <li>• <b>May only operate on roads with speed limits of 50 km/h or less.</b></li> </ul> <p><b>Other requirements:</b> No baskets, pedals or seat allowed, must have two wheels and brakes, horn or bell, one white light on front, one red light on rear and reflective material on sides, maximum wheel diameter (431mm).</p>	<p><b>HTA O.Reg. 389/19 Pilot Project – Electric Kick-Scooters &amp; Windsor Traffic By-Law #9148</b></p> <p>The City of Windsor has opted into the pilot program and therefore, ride share and personal e-scooters meeting the listed operating parameters, may legally operate.</p> <p>E-scooter not meeting pilot project requirements are illegal and subject to fines.</p> <p><b>By-Law #53-2023 to amend Parks By-Law 131-2019</b></p>	<p>✓</p> <p>Where speed limit is 50 km/h or less</p>	<p>✓</p> <p>Where speed limit is 50 km/h or less</p>	<p>✓</p>	<p>✓</p>	<p>✗</p>
<p><b>E-Cargo Bikes</b></p>  <p>Cargo/e cargo bike/tricycle</p>	<p>Electric powered bikes with a platform or box to carry larger items like packages and boxes for deliveries.</p>	<p><b>HTA O.Reg. 141/21 Pilot Project – Cargo Power Assisted Bicycles.</b></p> <p>The City has <b>NOT</b> opted into this pilot program (no associated by-law) therefore their operation Windsor is illegal and subject to fines.</p>	<p>✗</p>	<p>✗</p>	<p>✗</p>	<p>✗</p>	<p>✗</p>






## Appendix A – Legislative/Operating Requirements of Micromobility Devices

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>Higher Speed Electric Scooters and Motorcycles</b> Limited Speed Motorcycle</p>  <p>Throttle, electric motor-scooter</p> <p>(electric or gas-powered)</p>	<p>A motorcycle licence is required to drive motor scooters and limited-speed motorcycles.</p> <ul style="list-style-type: none"> <li>• Driver Age: <b>16+ yrs</b></li> <li>• Licence and Insurance Requirement: <b>Yes</b></li> <li>• Maximum Vehicle Weight: <b>55 kg (scooter) to no limit (motorcycle)</b></li> <li>• Vehicle operating speeds &gt; 32 km</li> <li>• Maximum Speed: <b>50 km/h to 70 km/h with motor assistance</b></li> <li>• Maximum Motor Power: <b>no limitations</b></li> <li>• Must wear approved helmet</li> </ul>	<p><b>HTA, CMVSA</b>, classified as motorcycles</p> <p><b>Parks By-Law 131-2019</b></p>	✓	✗	✗	✗	✗
<p><b>Other Power Assisted Devices</b></p>  <p>*Electric skateboard      *Electric kick-scooter with a seat</p> <p>*Electric unicycle      *Electric one-wheel or hoverboard</p> <p>Segway</p>	<p>No vehicle or operating parameters outlined. These devices are not regulated and only permitted on private property.</p>	<p><b>Prohibited under HTA</b></p> <p><b>Parks By-Law 131-2019</b></p>	✗	✗	✗	✗	✗


## Appendix A – Legislative/Operating Requirements of Micromobility Devices

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>Low Speed Vehicle</b></p>  <p>Low-speed vehicle (LSV) (e mini-car)</p>	<p>A low-speed vehicle is an electric, four-wheeled vehicle that is smaller and lighter than a regular car. Low-speed vehicles have a maximum speed of 40 kilometres per hour. They are often used by those experiencing accessibility issues and can only be operated on roads with speed limit of 50 km/h or less. These vehicles must comply with pilot program vehicle and operating requirements.</p>	<p><b>HTA O.Reg 215/17 Pilot Project – Low Speed Vehicles (four-wheeled), CMVSA</b></p> <p>The City has <b>NOT</b> opted into this pilot program (no associated by-law), therefore their operation in Windsor is illegal and subject to fines.</p> <p><b>Parks By-Law 131-2019</b></p>	X	X	X		X
<p><b>Large Quadricycle</b></p> 	<p>Bikes that can seat 12 or more people and are often used for tourism. They can be non-electric or electric assisted. These vehicles must comply with pilot program vehicle and operating requirements.</p>	<p><b>HTA - O. Reg. 411/22 Pilot Project – Large Quadricycles</b></p> <p>The City is working toward participation in the pilot program by including this vehicle type under the definition of pedicab in the Vehicle Licensing Regulations.</p> <p><b>Parks By-Law 131-2019</b></p>	✓	X	X		X

**Appendix A – Legislative/Operating Requirements of Micromobility Devices**

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>Other Human Powered Devices</b></p>  <p>Kick-scooter</p>  <p>Skateboard</p>  <p>In-line skates/roller blades</p>	<p><b>Helmet Requirement:</b></p> <ul style="list-style-type: none"> <li>Mandatory for <u>anyone</u> riding a scooter, skateboard, or using in-line/roller skates on a roadway.</li> <li>Helmets must meet regulatory standards and be properly fastened.</li> <li>Exemption: Individuals whose religious beliefs prevent helmet use.</li> <li>Failure to comply can lead to arrest without a warrant.</li> </ul>	<p><b>HTA - Bill 129, Highway Traffic Amendment Act</b></p> <p><b>Windsor Traffic By-Law #9148</b></p> <p><b>Police Authority:</b> Officers can require identification (name, address) from violators. Parents/guardians of individuals under 16 are liable if they allow user violations.</p> <p><b>Parks By-Law 131-2019</b></p>	<p>✓</p> <p>Limited to Class II collector roads and local roads, <b>only where there is no sidewalk</b></p>	<p>✓</p> <p>Limited to Class II collector roads and local roads, <b>only where there is no sidewalk</b></p>	<p>✓</p>	<p>✓</p>	<p>✓</p>
<p><b>Other Low Speed Vehicles</b></p>  <p>*Electric enclosed three-wheeler</p>  <p>*Electric enclosed 4-wheeler not meeting LSV standards</p>	<p>Vehicle and operating parameters do not meet HTA O.Reg. 215/17 standards.</p>	<p><b>Not allowed under HTA</b></p> <p><b>Parks By-Law 131-2019</b></p>	<p>✗</p>	<p>✗</p>	<p>✗</p>	<p>✗</p>	<p>✗</p>

**Appendix A – Legislative/Operating Requirements of Micromobility Devices**

Vehicle/Device Category	Description/Operating Parameters	Regulatory Governance	Where They Can Operate in Windsor				
			Road	Bike Lane (On Street)	Multi-Use Path (In boulevard)	Parks & Off-Road Trails	Sidewalk
<p><b>Golf Carts</b></p> 	<p>Designed mainly for use on golf courses or roadways where access and use of other vehicles are restricted. Golf carts must comply with pilot program vehicle and operating requirements, including a maximum operating speed of 32 km/h.</p>	<p><b>HTA O.Reg. 407/21 Pilot Project – Golf Cars</b></p> <p>The City has <b>NOT</b> opted into this pilot program (no associated by-law), therefore their operation in the public right-of-way in Windsor is illegal and subject to fines.</p> <p><b>Parks By-Law 131-2019</b></p>	X	X	X	X	X

Source of some vehicle images: City of Toronto and City of Vaughan

## APPENDIX B – Ride-share and Personal Use E-Scooter Comparison

Feature	Ride-Share E-scooters (Bird Canada in Windsor)	Personal E-scooters
<b>Ownership</b>	Owned and operated by a third-party company (e.g., Bird, Lime), rented for a fee.	Privately purchased and owned by an individual.
<b>Control Features</b>	Integrated technology includes geofencing (restricts riding/parking to specific areas) and <b>speed governors</b> (enforces local speed limits, typically 20-24 km/h).	Lack these control features. Can sometimes be modified to exceed speed and power limitations, which is illegal under the pilot program rules.
<b>Maintenance</b>	Company is responsible for charging, maintenance, and redistribution.	Owner is responsible for all charging, storage, and maintenance.
<b>Usage Patterns</b>	Often used for "first and last mile" connectivity or short trips, frequently combined with public transport.	Typically used more frequently, for longer trips, and may replace a higher proportion of car trips than shared ones.
<b>Insurance</b>	Operators are often required to have insurance as part of the municipal permit process.	Personal vehicle insurance typically does not cover e-scooter accidents; liability falls on the rider, who may need to rely on their homeowner's insurance.

## Appendix C – Comparison of Ontario Municipality Micromobility Approaches and Enforcement Methods

MUNICIPALITY	OPTED IN TO PROVINCIAL E-SCOOTER PILOT?	APPROACH TO MICROMOBILITY	PERMITTED LOCATIONS	ENFORCEMENT METHODS
WINDSOR	Yes	Participation in e-scooter pilot program. <a href="#">Bird E-Scooter and E-Bike Share Program   City of Windsor</a> . Some Traffic By-Law requirements related to operation of e-scooters, skateboards, inline skates (roller blades) and e-bikes	E-scooters: Roads (speed limit ≤ 50 km/h), bicycle lanes, cycle tracks, in-boulevard and most park multi-use paths.	Windsor Police Services through incident response, active complaints or proactively if resources are available.
RICHMOND HILL	Yes	Micromobility strategy to address e-bikes and e-scooters. <a href="#">Micromobility - City of Richmond Hill</a>	Roads (speed limit ≤ 50 km/h), bicycle lanes, cycle tracks, in-boulevard multi-use paths. Not in parks/trails initially.	Joint effort by City By-law officers and York Regional Police, with an initial emphasis on public education and awareness.
VAUGHAN	Yes	Participation in e-scooter pilot program. Also outlining devices not allowed: segways, e-hoverboards, golf carts, e-unicycles, mini bikes, pocket bikes, etc. <a href="#">New Shared Micromobility Pilot (e-bikes and e-scooters)   City of Vaughan</a>	Roads (speed limit ≤ 50 km/h), bike lanes, cycle tracks, in-boulevard multi-use paths. Not on sidewalks, trails, or parks.	Reported to Service Vaughan or York Regional Police non-emergency line. By-law officers patrol public spaces. Education is key.
GUELPH	Yes	Participation in e-scooter pilot program – information provided on website: <a href="#">E-scooter pilot program - City of Guelph</a>	E-scooters are allowed on city roadways and designated multi-use paths, but they are not permitted on sidewalks, trails, parks, or other city-owned property.	E-scooters: City bylaw officers are taking the lead on e-scooter enforcement, while the Guelph Police Service is also involved. E-bike enforcement falls under the authority of the Guelph Police Service and city bylaw officers.

## Appendix C – Comparison of Ontario Municipality Micromobility Approaches and Enforcement Methods

			E-bikes are permitted on most roads and multi-use paths.	
OAKVILLE	No	Addressing through its Transportation Master Plan <a href="#">Transportation Master Plan - Appendix O: E-Scooter Strategy</a>	E-scooters are not permitted on public right-of-way. E-bikes allowed where conventional bikes are.	E-scooter enforcement by Halton Regional Police and Oakville Municipal Enforcement is limited due to non-participation in the provincial pilot.
MARKHAM	Yes	Developing a micromobility strategy with its Transportation Master Plan <a href="#">Mobility For All: The Markham Transportation Master Plan   Your Voice Markham</a>	Generally allowed where bicycles are.	Relies on a shared system that may have rules on where users can park devices. Specific enforcement methods not detailed in information search.
BURLINGTON	Yes	Addressing through its Integrated Mobility Plan in achieving mode share targets, including the following action items: by-law updates to accommodate devices, development of guidelines for marshalling, storing, parking and/or charging devices at strategic locations. <a href="#">City of Burlington - Integrated Mobility Plan</a>	Shared e-scooters are limited to Centennial Trail. Personal e-scooters are not permitted.	The public can report improperly parked e-scooters by contacting shared service provider directly. General feedback or complaints can also be directed to the City. Halton Regional Police Service is also involved in enforcement efforts and can issue fines under the Highway Traffic Act for violations of the rules.
KITCHENER	Yes	Participation in e-scooter pilot program – information provided on website: <a href="#">Electric bike/scooter program renews and expands in 2025 - City of Kitchener</a>	Unknown	Through a combination of technology, collaboration with its sole operator (Neuron Mobility), and enforcement by the Waterloo Regional Police Service and city/regional officials.

## Appendix C – Comparison of Ontario Municipality Micromobility Approaches and Enforcement Methods

**NOTE:** All of the above municipalities have NOT opted into the provincial Cargo e-bike Pilot Program or the Low Speed Vehicle Pilot Program.

**Subject: Additional Information Re: Report S 5/2026 Response to CQ 18-2025 Micromobility in Windsor – City Wide**

**Reference:**

Date to Council: April 29, 2026  
Author: Clare Amicarelli  
Schools and Sustainable Mobility Coordinator (A)  
519-255-6100 ext. 6463  
camicarelli@citywindsor.ca

Public Works - Operations  
Report Date: 3/5/2026  
Clerk's File #: SW2026

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

**Additional Information:**

On January 28, 2026, the Environment, Transportation and Public Safety Standing Committee moved the following:

THAT the report of the Schools and Sustainable Mobility Coordinator, dated January 8, 2026, entitled "Response to CQ 18-2025 Micromobility in Windsor – City Wide," **BE DEFERRED** to a future meeting of the Environment, Transportation, and Public Safety Standing Committee to allow Administration to provide additional information, including input from community partners and relevant accident data, for the Committee's consideration.

In response to this direction, Administration provides the following information.

**Discussion:**

**Data Limitations and Interpretation**

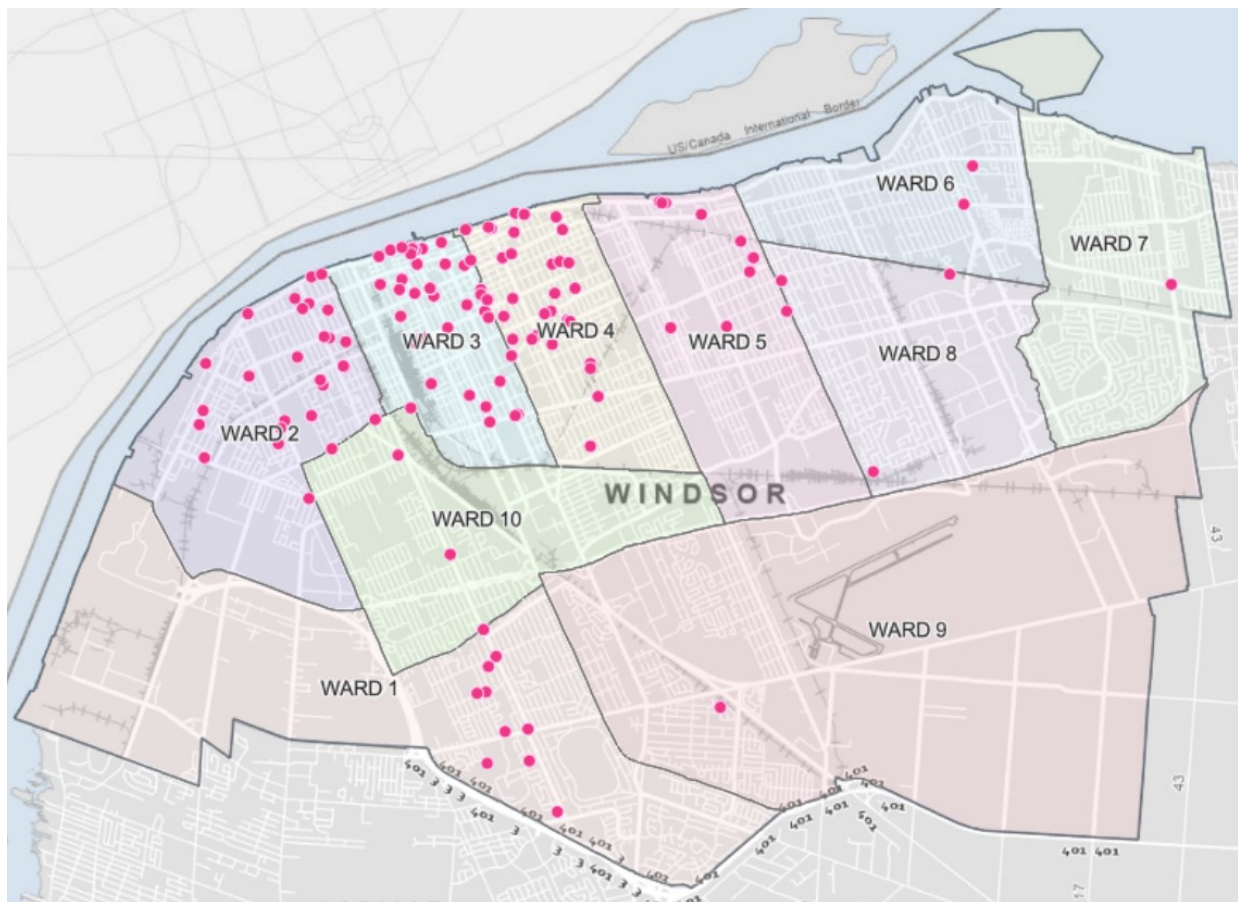
The micromobility related data presented in this memo should be interpreted with caution, as there is no unified or standardized reporting system across partner agencies. Key provincial systems, including Accident Support Services International Collision Reporting Centres, do not contain dedicated vehicle codes for micromobility devices, meaning that collisions involving these devices are generally classified as "other" and cannot be reliably distinguished by device type or from other vehicle types. Similarly, hospital and public health reporting systems categorize all micromobility related injuries together, without differentiating between things like e-scooters, human-powered scooters, or motorcycles.

Other municipal and industry data sources also have inherent constraints. For example, 311 service requests primarily reflect public concerns such as parking, improper use, or device placement; however, they are not validated safety incidents and should not be interpreted as a measure of collision frequency or system safety. Further, Bird Canada incident data relies heavily on self-reporting from riders.

Given these limitations, the data presented below is best suited for identifying general trends and emerging issues, rather than quantifying exact collision numbers or drawing firm conclusions about the safety performance of micromobility devices in Windsor.

### 311 – Public Service Requests

To date, 144 services requests have been received via 311 regarding e-scooter concerns/issues. Figure 1 below shows the geographic locations of the e-scooter concerns/issues received through 311 and Table 1 provides a breakdown of these requests grouped by category.



**Figure 1: 311 Service Requests – E-scooters**

**Table 1: Quantity and Type of E-scooter Related 311 Service Requests**

Reason for E-scooter Service Request	Service Requests (#)
E-scooter parked on city right-of-way (ex. sidewalk)	61
E-scooter parked on private property	33
Improper use of E-scooter (e.g. multiple riders, riding on the sidewalk, child not wearing a helmet, failing to obey traffic rules)	29
E-scooter fee concerns	10
E-scooter vandalism	3
E-scooter incident (personal injury)	1
Other (e.g. dead battery, broken)	7

**Bird Canada Scooters Inc. – Incident Reporting**

All reports and inquiries received by Bird Canada Scooters Inc. (“Bird”) follow their standard operating procedure for e-bikes and e-scooters as follows:

- **Intake and Triage:** Reports and inquiries received via Bird’s 1-800 line or the "Community Mode" in the Bird app are immediately triaged by Customer Service.
- **Specialized Routing:** While routine billing inquiries go to Finance, all reports involving injuries or safety concerns are routed directly to Bird’s Safety Team.
- **Centralized Investigation:** The Safety Team manages the follow-up process centrally to gather specific context and document the event for consistent reporting and data integrity across all markets.
- **Vehicle Protocol:** Following any report, the specific vehicle is flagged, pulled from service, and undergoes a rigorous maintenance inspection. Bird makes an attempt to contact all riders to obtain more information about the incident.

Table 2 below summarizes recorded incidents as reported directly to Bird. Upon incident notification, Bird subsequently inspects the devices and conducts routine repairs as appropriate. To date, no technical faults have been identified in the incidents in the table above. Despite this, Bird reports that all riders were issued a full refund for these respective rides.

**Table 2: Collision/Injury/Incident Reports from Bird**

<b>Year</b>	<b>Non-Medical Incidents</b>	<b>Medical Incidents</b>	<b>Total Incidents</b>	<b>Total Rides</b>	<b>Number of Safety Incidents per 10,000 Rides</b>
2021	9	1	10	137,294	1.35
2022	6	2	8	102,534	0.76
2023	4	0	4	68,845	0.54
2024	2	0	2	83,113	0.22
2025	7*	1	8	79,451	0.93
<b>Total</b>	<b>28</b>	<b>4</b>	<b>32</b>	<b>471,234</b>	<b>0.75</b>

\* Corresponds with the 2025 expansion of "No Ride" zones within the City

When a Bird e-scooter enters a restricted zone, the motor is programmed to slowly disengage as an automated safety measure. When a Bird e-bike enters a "No Ride" zone, pedal-assist capabilities are gradually disabled, bringing the bike to a stop within 5 seconds of entering a no-ride zone. Bird has found that riders often misinterpret this programmed slowdown as a mechanical fault, frequently reporting it as a "motor failure" or "brake issue." While these are logged as incidents for transparency, Bird has verified the vehicles were functioning exactly as intended by reacting to the geofenced boundaries.

**Windsor Police Service - Ontario Motor Vehicle Collision Reporting System**

Windsor Police Service (WPS) reports Motor Vehicle Accidents (MVAs) involving micromobility devices to the province through Accident Support Services International (ASSI) Collision Reporting Centres (CRC) in the same manner as MVAs. ASSI forms do not include "vehicle type" codes specific to micromobility devices and these devices may be recorded as "other". Information related to ownership (e.g., ride-share vs. personal devices) may also not be captured.

As a result, it is difficult for the WPS to decipher the exact quantity of MVAs involving micromobility devices.

Table 3 below summarizes MVAs from January 1, 2021, to December 31, 2025, specifically involving e-scooters and e-bikes, as reported by the WPS, including the number of MVAs that can be attributed to Bird e-scooters.

**Table 3: E-scooter and E-bike Accidents as Recorded by the WPS**

<b>MVA Occurrence Year</b>	<b>Estimated E-scooter Related MVAs</b>	<b>Estimated MVAs involving Bird E-scooters specifically</b>	<b>Estimated E-bike Related MVAs*</b>
2021	3	1	6
2022	4	2	5
2023	3	1	4
2024	5	3	6
2025	7	1	14
<b>TOTAL</b>	<b>22</b>	<b>8</b>	<b>35</b>

\* WPS unable to determine whether e-bike accidents involved a privately-owned or Bird e-bike.

The information provided in Table 3 is based on a limited WPS query and may not exhaustively capture all e-scooter and e-bike related MVAs. A more accurate and thorough report would require a manual search of each reported MVA report GO record, which would involve extensive time and effort by WPS resources.

### **Public Health Reporting**

The Ministry of Health uses its own reporting system and coding templates for emergency room visits. The reporting system and coding template includes a code for some micromobility devices; however, the code does not decipher between ride-share e-scooters or privately-owned devices.

Table 4 below provides the breakdown of Windsor Regional Hospital Emergency Room visits related to all forms of micromobility transportation types and Table 5 provides the breakdown of age groups for the motorized scooter emergency visits specifically. Tables 4 and 5 only include data starting from 2023 since earlier emergency room visit data did not provide the same level of detail on the types of micromobility device.

**Table 4: Emergency Visits Related to Various Micromobility Types**

	Bicycle*	Motorized Scooter**	Motorized Conveyance Device***	Non-Motorized Scooter	Skateboard
<b>April 2023 - March 2024 Total Emergency Visits</b>	<b>274-277</b>	<b>27-33</b>	<b>6-9</b>	<b>47-50</b>	<b>21-24</b>
Discharged home	239	21-24	6-9	46	21-24
Admitted as inpatient	35-38	6-9	0	<5	0
<b>April 2024 - March 2025 Total Emergency Visits</b>	<b>320</b>	<b>37-43</b>	<b>2-8</b>	<b>82-88</b>	<b>33</b>
Discharged home	284	35	2-8	80	33
Admitted as inpatient	36	2-8	0	2-8	0
<b>April 2025 - Dec 2025 Total Emergency Visits</b>	<b>251-254</b>	<b>54-57</b>	<b>2-8</b>	<b>58-61</b>	<b>21-24</b>
Discharged home	226	48	2-8	57	21-24
Admitted as inpatient	25-28	6-9	0	<5	0

*Data source: Emergency Department “mechanism of injury” diagnosis codes*

**Notes:**

- \* Bicycle includes human-powered bicycles and e-bikes
- \*\* Motorized scooter includes e-scooters (privately owned and ride-share)
- \*\*\* Motorized conveyance devices include hoverboards, segways, etc.

**Table 5: Age Groups of Emergency Visits Related to Motorized Scooters**

	Motorized Scooter		
	0-17 years	18+ years	TOTAL
<b>April 2023 - March 2024 Total Visits</b>	<b>2-8</b>	<b>25</b>	<b>27-33</b>
Discharged home	<5	20	21-24
Admitted as inpatient	<5	5	6-9
<b>April 2024 - March 2025 Total Visits</b>	<b>7-10</b>	<b>30-33</b>	<b>37-43</b>
Discharged home	6	29	35
Admitted as inpatient	<5	<5	2-8
<b>April 2025 - Dec 2025 Total Visits</b>	<b>20-23</b>	<b>34</b>	<b>54-57</b>
Discharged home	19	29	48
Admitted as inpatient	<5	5	6-9

**Legal Considerations**

Information on liability claims associated with micromobility devices has been included in a Private and Confidential memo to Council on March 30, 2026. Currently, e-bike and e-scooter riders in collisions with motor vehicles can access the driver's no-fault benefits like income replacement, medical, caregiver, and death benefits. Under the 2026 reforms (which come into effect on July 1, 2026); however, these protections will be reduced to apply only to the named insured, their spouse, dependents of the named insured and their spouse, and individuals specified in the policy as drivers of the insured vehicle.

Most micromobility devices are not deemed "automobiles" for insurance purposes and therefore riders do not have their own statutory accident benefits. Therefore, with the 2026 reforms, micromobility device users who are struck by a car would not be eligible to receive the above coverages from the driver's insurance and instead would receive only medical and attendant-care coverage. These riders would likely have to resort to suing the driver for income loss and other damages.

For those relying on micromobility for work or commuting, this creates a significant gap unless they pursue litigation or buy separate coverage.

**Consultations:**

Kathy Quenneville, Project Administrator, Corporate Projects Division (A), Engineering  
Cindy Becker, Financial Planning Administration - Transportation  
Samuel Atkin, Senior Legal Counsel  
Patrick Graham, General Manager - Bird Canada Scooters Inc.  
MTO-Led Provincial Working Group Micromobility Programs  
Gina Bulcke, Director, Organizational Effectiveness, After Hour Administration and  
Corporate Office of Research - Windsor Regional Hospital  
Jeremy Coulter, Systems Analyst, Business Solutions - Windsor Police Service  
City of Windsor Active Transportation Expert Panel

**Approvals:**

Name	Title
Rachel Chesterfield	Manager, Performance Measurement and Business Case Development
Ian Day	Senior Manager, Transportation
Stacey McGuire	Executive Director, Operations / Deputy City Engineer (A)
Wira Vendrasco	City Solicitor
David Simpson	Commissioner, Infrastructure Services and City Engineer
Janice Guthrie	Commissioner, Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Appendices:**

N/A

**Subject: Exemption for Principal Residence Regulations for Short Term Rentals**

**Reference:**

Date to Council: April 29, 2026  
Author: Craig Robertson  
Manager of Licensing & Enforcement and Deputy Licence Commissioner  
519-255-6100 ext. 6869  
crobertson@citywindsor.ca  
Policy, Gaming, Licensing & By-Law Enforcement  
Report Date: 4/9/2026  
Clerk's File #: AB2026

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

**Recommendation:**

That City Council **RECEIVE** the report entitled "Exemption for Principal Residence Regulations for Short Term Rentals" **FOR INFORMATION**.

**Executive Summary:**

N/A

**Background:**

At its meeting held on August 8, 2022, City Council passed By-law No. 155-2022, "*Being a By-law Respecting the Licensing of Short-Term Rental Owners and to Regulate All Related Activity*". Regulations are established to allow for short-term rentals, provided that a municipal licence is obtained by operators and that the rental accommodations are offered at the licensee's principal residence.

Principal residence under City of Windsor By-law No. 155-2022 is defined as follows:

*"Principal Residence means a Dwelling Unit owned or rented by an Individual Person, either alone or jointly with others, where the Individual Person is ordinarily resident."*

At its meeting held on May 27, 2024, City Council received "*Item 7.1.2 Letter Requesting Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption*" attached as Appendix "A". The request submitted to Council was to consider an exemption to the "principal residency" regulation under Short-Term Rental Licensing By-law No. 115-2022 to allow their non-for-profit organization to provide services and have oversight of short-term rental accommodations for "accessible tourists" at a particular residential home not owned by the organization. In addition, it

was also noted that the proposed residence was not the principal residence of the homeowners.

At the meeting of Council, Administration provided comment in response that under current by-law regulations, the organization and homeowners were not eligible to obtain a municipal short-term rental licence at the proposed residence because the organization and property owners were not the principal residents of the home in question. Administration informed Council that the proposal was in contravention of the City's current short-term rental licensing by-law.

As a result of the discussion and comments made by Administration on the regulations under the by-law, Councillor Kieran McKenzie made a motion, and City Council provided the following direction:

**Decision Number: CR207/2024**

*“That the letter from Assisted Living Southwestern Ontario dated April 29, 2024, regarding Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption **BE RECEIVED** for information; and,*

*That Administration **BE DIRECTED** to report back with information related to the possibility of a By-law amendment or exemptions regarding the Short-Term Rental License By-Law, and that this information include considerations for community services providers, not for profit (NFP) groups and other organizations that are looking to provide this service in addition to other services.”*

This report is in response to the Council direction received at its meeting held May 27, 2024.

**Discussion:**

The City's Short-Term Rental Licensing By-law as currently written, does not prohibit non-for-profit or other community organizations to provide their services to guests within a short-term rental provided that the homeowner was licensed by the municipality under their principal residence where they ordinarily reside. The organization itself would not be eligible to be the licence holder.

A municipal scan was conducted across various municipalities to determine if Windsor's regulations pertaining to principal residency for short-term rental licensing were comparable and to establish if there were any exemptions for non-for-profit or other community organizations to the rule.

It was discovered that there were inconsistent regulations in place for short-term rentals (in general) across the population surveyed. It should be noted that no municipality offered exemptions specifically for principal residency regulations when it came to community or non-for-profit organizations. Although there are municipalities that have similar regulations as Windsor, it was noted that some do not have the same licensing

regulations regarding principal residency as short-term rentals were looked upon as leisure and tourism opportunities for their municipality.

Municipalities that have implemented principal residency regulations into their short-term rental licensing bylaws have done so in hopes to protect the long-term housing supply and ensure housing affordability. The rule prevents investors from converting residential homes into full-time vacation rentals which removes them from the market available to permanent residents. The principal residence requirement has also been considered to assist with maintaining neighbourhood stability by limiting potential issues with noise, waste and nuisance in residential areas. In 2024, City Council adopted a Vacant Home Tax program on the basis of supporting long-term housing supply and housing affordability.

The current regulation under Windsor's by-law already presents enforcement challenges when it comes to proof of residency and foresees further challenges should specific exemptions be approved. The main barrier is that a residence is not considered a public space. The rights of entry for enforcement personnel to ensure compliance of primary residency in a residential home can be extremely time consuming and challenging at times. In addition, it would be challenging for licensing and enforcement staff to ensure compliance status of operators and guests on an on-going basis and would require additional staff time.

Under Windsor's regulations, the homeowner is required to show proof of principal residency at the time of licence application by providing specific documentation, however, the majority of complaints come in after the fact suggesting that the licensee does not ordinarily reside at the premises and therefore are working around the licensing process. It is often assumed by those concerned that the licensee amended supporting documents prior to submitting application to obtain a licence. It is extremely difficult for licensing and by-law enforcement staff to prove non-compliance after confirming all requirements for a licence have been met. These challenges are consistent with other municipalities that have similar regulations in place.

To the contrary, there are many municipalities that licence short-term rentals without a principal residency rule as short-term rentals can be seen to benefit a municipality by offering a tourism option by providing unique and flexible alternatives to hotels and vacation homes. It is thought that short-term rentals can boost local economies by encouraging visitors to spend more locally and support small businesses, while also giving travellers a wider range of choices and more authentic local experiences.

Compliance and enforcement challenges could be mitigated but would require amendments to the current by-law by removing the principal residency rule for all short-term rental operators. This could allow for non-for-profit or other community organizations to operate or at least have oversight of a short-term rental. In addition, amendments to the rule could possibly improve voluntary compliance rates with homeowners as applications are often refused immediately for not meeting the required licensing criteria. Refused licence applications significantly contribute to increased underground operations resulting in neighbourhood complaints.

At the time of authoring this report, the City had sixty-nine (69) licensed short-term rentals and had received thirty-eight (38) complaints that were investigated by the City's By-law Enforcement Division. It should be noted that a majority of the complaints pertained to concerns that homes were licensed and alleged not to be the primary residence of the licensee. It was challenging for enforcement staff to determine if violations existed based on the fact that licensees provided the necessary documentation at the time of licence application and/or the evidence gathered by enforcement staff was sufficient to satisfy standards under the by-law.

### **Risk Analysis:**

There are no risks to receive this report for information and remain status quo with current regulations, however, any amendments of the current by-law could present some form of risk or impacts to other by-laws and legislation based on Council's original intent when the by-law was passed.

An amendment to specifically allow for non-for-profit or other community organizations to operate short-term rentals outside of the principal residency regulations could be seen as unfair to current operators and will present additional enforcement challenges to those already discussed in this report. Amendments to the by-law that target or provide exemption to a specific population could also present the possibility of litigation against the Corporation for discriminatory licensing practices.

There are likely several short-term rentals already operating across the city outside of the by-law's principal residence guidelines. An amendment of the by-law to remove the principal residency requirement in its entirety could assist with the enforcement challenges discussed earlier in this report and possibly encourage voluntary compliance from unlicensed short-term rental operators. It ought to be known however, that by removing the principal residency clause, there could be a potential risk as it may not be in line with City Council's original intent when the by-law was passed to protect long-term housing supply and affordability.

### **Climate Change Risks**

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

N/A

#### **Climate Change Adaptation**

N/A

### **Financial Matters:**

There are no financial implications associated with this report as received and by maintaining status quo regulations. Upon registration for a short-term licence a fee of \$345 is charged, annual renewals come at a cost of \$255. These licence fees are based on a full cost recovery model to administer and enforce the program. When in use as a short-term accommodation, the owner is required to remit the required

Municipal Accommodation Tax of 6% which is applied to the rental rate charged and is remitted directly to the municipality..

**Consultations:**

Various municipalities across Ontario and Canada

Sharon Strosberg, Senior Legal Counsel

Lorie Gregg, Executive Director, Financial Planning/Deputy Treasurer

Caroline latonna & Andrew Kirby – Financial Planning Administrators

**Conclusion:**

There are no regulations under the City’s current Short-Term Rental Licensing By-law that would prevent a non-for-profit or other community organization to provide or offer their services in a short-term rental that is licensed and where the homeowner has declared it as their principal residence where they ordinarily reside. The by-law does however prevent an organization or a homeowner from being a licence holder to operate a short-term rental that has no principal residency.

Administration has not received further inquiries from community or non-for-profit organizations to operate a short-term rental outside of the bylaw’s principal residence regulations. There may not be a need to make any changes or amendments to the current by-law at this time. Should Council decide to make specific amendments to the by-law, Administration would provide an additional report and provide an amended by-law for consideration.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Craig Robertson	Manager of Licensing and Enforcement and Deputy Licence Commissioner
Steve Vlachodimos	City Clerk and Licence Commissioner
Andrew Daher	Commissioner of Corporate Services
David Soave	Manager, Strategy, Operation Budget Development and Control
Janice Guthrie	Commissioner of Finance and City Treasurer
Ray Mensour	Chief Administrative Officer

**Notifications:**

Name	Address	Email

**Appendices:**

1 Item 7.1.2 Letter Requesting Short-Term Rental Licensing for 11636 Riverside Drive East - Request for Exemption

April 29, 2024

City of Windsor Council  
350 City Hall Square West  
P.O. Box 1607  
Windsor, Ontario  
Canada  
N9A 6S1

Your Worship Mayor Dilkens and Honourable City Council,

Re: Short-Term Rental Licensing for 11636 Riverside Drive East Request for Exemption

I am writing this letter on behalf of Assisted Living Southwestern Ontario (ALSO) as the Executive Director. Unless you are a person with a disability, or love someone with a disability, who has needed our support, you likely do not know what ALSO is. ALSO employs a team of 375, the majority of which are attendant care providers, who, provide care and support services to over 1000 people with disabilities across Windsor & Essex County. We are largely Ontario Health West (OHW) funded but do also provide Collaborative Supported Housing to approximately 100 people through the Sandwich Street, Chateau Masson, and Chez Nous programs, programs we are fortunate to run with funding through the City of Windsor and the County of Essex.

Though we do have core funding there are many things that we do, and want to do, that we cannot do within the parameters of our existing funding; for this reason, the ALSO Foundation was created and exists to fundraise and develop other funding opportunities. The Foundations' mission *is to invest financial resources into opportunities that support the autonomy, preservation of dignity, and the personal freedom of persons living with disabilities*. As an organization, ALSO's mission *is to be change makers towards equality, diversity, and accessibility* and as such, advocacy is also a large part of what we do.

And thus the reason for my letter to you.

Last year as part of both our advocacy and our fundraising-fund development strategic planning we identified Accessible Tourism as an opportunity to start a conversation about the challenges someone with a disability face doing something so “ordinary” as taking a vacation. In the coming month we will be launching a business recognition campaign, *ALGO* - Assisted Living Goes Out, which will recognize local businesses that are accessible to people using mobility devices like wheelchairs. In our research for accessible tourism destinations in Windsor-Essex, we realized that there were no accessible short-term rentals in our community, then, we very serendipitously were connected to Karen & Wayne Fraser, Karen a person living with a disability, who themselves were looking to launch an accessible short-term rental. The Fraser's personal experiences led them to make the decision to do something to change the future of travelling with a disability for the better by creating a beautiful, welcoming, and accessible home-away-from-home for people who might never find that opportunity anywhere else. A partnership, and an alliance, was formed.

To further enhance the experience for our guests at what we are tentatively referring to as the “Flutter City Cottage”, ALSO will be providing concierge services which include ensuring any local restaurants, theatres, or other venues the guest wishes to visit are accessible and that if accommodations must be made, they can be assured those arrangements are made in advance. For anyone in need of personal supports while visiting our community, we will be able to provide those supports through our ALSO team for an additional fee. Anything we can do to make the visit, or staycation, in our community worry free and more enjoyable we will do.

Our goal is to make Windsor-Essex **the** Accessible Tourist Destination.

Accessible tourism is not just about providing equal opportunities for people with disabilities; it's about fostering inclusivity and diversity within our community. By ensuring that our tourism destinations, accommodations, and services are accessible to all, we not only open up opportunities for people with disabilities to explore and enjoy their surroundings but also enrich the experiences of everyone involved.

Inclusivity in tourism promotes social integration and breaks down barriers that have long hindered individuals with disabilities from fully participating in leisure activities. It sends a powerful message of acceptance and respect for diversity, reinforcing the idea that everyone deserves the chance to travel, explore, and create lasting memories. In our research, we would be the 4th accessible short-term rental in all of Ontario.

Moreover, accessible tourism has significant economic implications. By catering to the needs of people with disabilities, businesses and destinations tap into a large and growing market segment that is often overlooked. According to the World Health Organization, over one billion people worldwide live with some form of disability, representing a considerable consumer base with specific preferences and demands.

In Windsor-Essex, the need for accessible tourism is particularly pronounced. As a community committed to equality, diversity, and inclusion, we have a responsibility to ensure that everyone, regardless of their abilities, can fully participate in and benefit from our local attractions and amenities. By investing in accessible infrastructure and services, we not only enhance the quality of life for residents with disabilities but also position our region as a welcoming and forward-thinking destination for visitors from near and far.

With the utmost regard for the City's bylaws, we are respectfully asking the Mayor and council to consider providing our organization and the Fraser's an exemption from the requirement that the owner of a short-term rental property reside on the rental property. We do understand the rationale for the bylaw and would like to offer the following in consideration of that rationale:

1. The Fraser's reside two blocks further on Riverside Drive and are available to do regular check-ins on the property or to attend the property immediately in an emergency.
2. Our organization is in operation around the clock and has a call-center with an “on call Manager” available after business hours, on weekends and on holidays.

3. In our provision of concierge and personal support services to the Clients we will be attending the site regularly. We can also provide regular monitoring check-ins around the clock.
4. We will be requiring all guests to sign a comprehensive Code of Conduct that will include items such as noise control and waste removal.
5. Once our license is approved, we plan to invest in equipment that will allow us to monitor at all times the noise activity as well as other key indicators of possible noise pollution.

In our organization our service areas operate in a hub and spoke model whereby we have a central office (hub) where our Staff provide service to Clients within a radius of about a fifteen-minute drive (spokes) from the hub. We have fourteen hubs across Windsor-Essex, we refer to those hubs as our Neighbourhoods of Care. We are already your neighbours, and we understand the importance of being good neighbours. We are committed to being good neighbours as providers of an accessible short-term rental property on Riverside Drive East.

With sincere gratitude for your time and consideration,

Leigh Vachon