

A meeting of the **Social Development, Health and Culture Standing Committee** is held this day commencing at 9:00 o'clock a.m. in Council Chambers there being present the following members:

Councillor Sleiman (Chair)
Councillor Gignac
Councillor Halberstadt
Councillor Valentinis

Delegations:

Mike Holdsworth (Item 3)
Larry Duffield (Report No. 12)
Jill Cadarette (Report No. 12)
Debi Croucher (Item 4)
Michele Legere (Item 1)
Steve Green (Item 1)

Also present are the following from Administration:

Helga Reidel, Chief Administrative Officer
Jelena Payne, Community Development and Health Commissioner
Debbie Cercone, Executive Director of Housing and Children Services
Jan Wilson, Executive Director Recreation and Culture
Pam Labute, Manager, Leisure Outreach (A)
Cathy Masterson, Manager of Cultural Affairs
Sandra Gebauer, Council Assistant

1. **CALL TO ORDER**

The meeting is called to order at 9:06 o'clock a.m.

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

None disclosed.

3. **ADOPTION OF THE MINUTES**

Moved by Councillor Halberstadt, seconded by Councillor Valentinis,
THAT the minutes of the meetings of the Social Development, Health & Culture Standing Committee held August 7, 2013 **BE ADOPTED** as presented.
Carried.

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

None requested.

5. **COMMUNICATION**

None

6. **ADMINISTRATIVE ITEMS**

Item 3 Downtown Farmers Market – Commencing June to October 2014

Mike Holdworth, President, Downtown Residents Association Windsor and Steve Green, General Manager, Downtown Windsor Farmers Market appear before the committee and are available for questions regarding the Downtown Farmers Market.

Salient points of discussion regarding the Downtown Farmers Market at Charles Clark Square from June to October 2014 are as follows:

- Funding from the DWBIA could be in jeopardy for 2014. In 2013 the Downtown Farmers Market received \$9,000 from the DWBIA which was used for marketing and wages. Should this grant not be received the rental costs for Charles Clark Square would have to be absorbed by the Downtown Farmers Market.
- If the rental fees for Charles Clark Square and the Noise By-law Waiver were waived this would amount to \$9,485.00.
- The Noise By-law waiver is required for any event that has amplified music per the Noise by-law
- There are two paid positions with the Downtown Farmers Market yet financials are not submitted.
- The Downtown Farmers Market is the only Farmer's Market that the City has contributed to or waived fees for although there are other Farmers Markets operating throughout the City for example, Riverside and Drouillard Road.
- Standing Committee members request additional information regarding the total contributions of the City towards the entity since it has been established.
- It is requested that detailed information be available when the report comes to City Council.
- There is some concern that Charles Clark Square was not built for this purpose and by committing to 3 year terms we could be losing revenue.
- There have been other bookings at Charles Clark Square and the City has been able to work with the Downtown Residents Association relative to the multiple usage of the facility. Fees were collected through permits.

- Downtown Farmers Markets bring people downtown and are part of the fabric of livable communities.

Moved by Councillor Valentinis, seconded by Councillor Halberstadt,

THAT the report from the Manager of Leisure Outreach entitled “Downtown Farmers Market – Commencing June to October 2014” **BE RECEIVED**, and further;

THAT the request from the Downtown Residents Association to rent Charles Clark Square, each Saturday commencing June 7, 2014 to October 25, 2014, for the Downtown Farmers’ Market **BE APPROVED** subject to the terms and conditions of the Special Event Agreement, including but not limited to:

Move In	Event	Move Out
6:00 a.m. Saturdays, June 7, 2014 to October 25, 2014	8:00 a.m. – 2:00 p.m. Saturdays, June 7, 2014 to October 25, 2014	By 4:00 p.m. every Saturday June 7, 2014 to October 25, 2014

- a) To remove the trash and leftover produce from Charles Clark Square after the completion of each event, to the satisfaction of the Executive Director of Recreation and Culture. If the Applicant fails to do so, then 24 hours after the end of the event, the Corporation may, at the Applicant’s expense, clean up and repair the approved area or any part of Charles Clark Square used by the Applicant. The invoice for the work done shall become due and payable upon delivery to the Applicant of an itemized account of the labour and material required to clean and repair Charles Clark Square;
- b) To provide insurance in the amount and form satisfactory to the Manager of Purchasing and Risk Management;
- c) To submit to the Corporation, and obtain approval of, a site plan and an emergency plan; and to comply with such site plan and emergency plan at all times, once approved;
- d) To comply with all police, fire, safety and sanitary laws, by-laws and regulations of the Corporation, the Police Services Board, any Provincial or Federal authority, or made by fire insurance underwriters;
- e) To obtain, at its’ expense, any and all necessary, required, or appropriate licenses and permits, prior to the staging of the Event, and in accordance with all laws, procedures, policies, or guidelines whether federal, provincial, municipal or from other authority. In the case of a building permit, such permit shall be obtained prior to the erection of any tents or other applicable structures. In the case food services, consumption or otherwise, there shall be no open fires and no cooking and no consumption of food or beverages by Event patrons beneath any vendor tents;

f) To pay any fees assessed by SOCAN, for the privilege of playing copyrighted music;

g) The organizer will contact Essex-Windsor Solid Waste Authority in order to implement a recycling plan for the event; and further

THAT the request for all fees to be waived in 2014 **BE ACCEPTED**; and further

THAT a three year agreement that provides flexibility to Administration to entertain other requests for the use of the space as they arise **BE RECOMMENDED**; and further

THAT Noise By-law 6716 **BE WAIVED** for the duration of the event in 2014; and further

THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the 2014 agreement satisfactory in form to the City Solicitor, in financial contact to the Chief Financial Officer and City Treasurer, and in technical content to the Executive Director of Recreation and Culture.

Carried.

At the request of Councillor Gignac a recorded vote was taken.

In Favour: Councillors Valentinis, Halberstadt, and Sleiman

Opposed: Councillor Gignac

7. **PRESENTATIONS AND DELEGATIONS**

Larry Duffield, Chair, Seniors Advisory Committee presents the 2013 Annual Report

Moved by Councillor Valentinis, seconded by Councillor Halberstadt,

THAT the Seniors Advisory Committee 2013 Annual Report **BE RECEIVED** for information

Carried.

Minutes of the Seniors Advisory Committee meeting held September 4, 2013

Moved by Councillor Valentinis, seconded by Councillor Gignac,

THAT the minutes of the Seniors Advisory Committee held September 4, 2013 **BE RECEIVED** for information; and further

THAT the Seniors Advisory Committee's request for their 2014 budget amount of \$4,000 **BE RECEIVED**; and further

THAT the Seniors Advisory Committee's request for an additional \$6,500 in 2014, over and above their annual budget of \$4,000, **BE NOTED and FILED**.

Carried.

Report No. 12 of the Seniors Advisory Committee

Larry Duffield, Chair, Seniors Advisory Committee and Jill Cadarette, Chairperson, Age-friendly Windsor Network, appear before the committee to make a brief presentation on the Age-friendly Windsor Action Plan.

Salient points of discussion regarding the Age-friendly Windsor Action Plan:

- There is still some work to be done on the draft before the final submission
- The draft does include 6 laudable recommendations but not any benchmarks; however, the benchmarks are already being tracked in the Community Strategic Plan.
- If trails and cycle paths are increased in the Windsor within the City of Windsor budget we are already doing our job providing we accomplish our jobs.
- There is nothing in the Action Plan that the City has not already done.
- Implementation of the plan is to be completed by June 2017.
- Will start tracking progress so that at the end of 2017 we can indicate where we were in 2014 and where we are now.
- The World Health Organization has built this network and is now being inundated with cities jumping on board.
- When this is submitted to the World Health Organization the City of Windsor will have bragging rights but as it stands now Windsor is listed as an Age-friendly city on the WHO website. In the future there will be significant developments around support of the Age-friendly cities.
- At the end of the 5 year cycle we have to reapply and if we don't demonstrate significant progress along these goals we will not be invited to pursue another membership for another 5 year cycle.
- This is becoming a standard item on the agenda of many Administrations.
- Currently 549 in Quebec and only 30 in Ontario.
- It is suggested that something very specific is added in the introduction of this report to propel our AMO and FCM to secure funding for municipalities. It is unrealistic to expect municipalities to fund all of it just to stay on a list.
- Administration is very much aware of the report but would have to have a much more thorough consultation.

Moved by Councillor Halberstadt, seconded by Councillor Gignac
THAT Report No. 12 of the Seniors Advisory Committee entitled "The Age Friendly Windsor Action Plan (draft)" **BE RECEIVED**, and further;
THAT Administration **REVIEW** and **COMMENT** on this draft.
Carried.

8. ADMINISTRATIVE ITEMS

Item 4 Establishment of Mayor's Arts Awards as per Recommendation #12 of the Municipal Cultural Master Plan.

Cathy Masterson, Manager of Cultural Affairs appears before the committee to answer questions regarding the establishment of the Mayor's Arts Awards.

Salient points of discussion regarding the Age-friendly Windsor Action Plan:

- Windsor Essex Endowment for the Arts (WEA) already recognizes professional artists and therefore the Mayor's Arts Awards purposely supports the volunteer and the organizations.
- Much focus on volunteers and organizations at least one award should be awarded to a performer or an individual as opposed to collective support.
- The Mayor's Award should be given to a performer on an annual basis to serve as special appreciation to an individual. This allows it to be celebrated.
- Five awards starts minimizing the significance of the Mayor's Cultural Award.
- Should be a maximum of 3 awards: one to an outstanding performer, one to a volunteer and one to a corporation that contributes on their own, out of their pockets to arts in our community.

Moved by Councillor Gignac, seconded by Councillor Valentinis,

THAT the administrative report from the Manager of Cultural Affairs entitled "Establishment of Mayor's Arts Awards as per Recommendation #12 of the Municipal Cultural Master Plan" **BE RECEIVED**, and further;

THAT the report **BE REFINED** to include only three awards to be presented during an awards ceremony; and further

THAT the proposed Mayor's Arts Award program **BE FUNDED** as part of the Culture Division's annual operating budget in the amount of \$5,000, and further;

THAT AUTHORIZATION BE GIVEN to the City Solicitor or designate to develop a Memorandum of Understanding between the Corporation of the City of Windsor and Windsor Essex Endowment for the Arts (WEA) to reflect the agreed upon Arts Awards, and further;

THAT the CAO and City Clerk **BE AUTHORIZED** to sign the Memorandum of Understanding, satisfactory in form to the City Solicitor, and in content to the Executive Director of Recreation and Culture and financial content to the City Treasurer.

Carried.

Item 1 Seed and Feed Program Outcomes and Update on a Food Charter for Windsor and Essex County.

Michele Legere, Coordinator, Food Matters Windsor Essex County and Debbie Cercone, Executive Director of Housing and Children's Services appear before the committee to make a presentation about the Food Advisory Network of Windsor (FAN), the Food Charter, and the Seed and Feed Program.

Salient points of discussion regarding the Food Advisory Network of Windsor, the Food Charter and the Seed and Feed Program:

- With funding ending in March 2014 they are searching for other funding and looking at ways to assimilate this work with existing organizations and agencies. Wanting to make sure it doesn't fall off the table.
- FAN will be developing a list of recommendation on how to ensure that goals are achieved
- It was suggested that the document that will eventually come forward should include a synopsis of what initiatives would be the best way to achieve the best results.
- In regards to Seed and Feed, the new gardens varied in size of plot.
- Grant supported the seeds and equipment and created opportunity to partner with food banks and other areas in the neighbourhood that would distribute the food.
- Poundage of food from the gardens was included in the report so that Council could know how much food was actually distributed.
- Initiative great accomplishment that helped many.
- At this time there is no funding but the established gardens will continue through 2014. The idea was to promote the sustainability of the garden. With the infrastructure in place the group would make the commitment to continue that garden on an ongoing basis.
- We will continue to follow it through our connection to FAN.
- One organization did not submit a report because some of the collection and weighing of vegetables data was lost but financials are in order as such it was suggested that some type of report with rough estimates should be provided as the Province wants to know how we disbursed money and what the effect was.

Moved by Councillor Gignac, seconded by Councillor Valentinis,

THAT the report from the Executive Director of Housing and Children's Services entitled "Seed and Feed Program Outcomes and Update on a Food Charter for Windsor and Essex County" **BE RECEIVED.**

Carried.

Item 2 Update of the following three Windsor's Community Museum Policies: Collections Policy, Conservation Policy, and Exhibition Policy

Cathy Masterson, Manager of Cultural Affairs appears before the committee to answer questions regarding the update of the Windsor's Community Museum's Collections Policy, Conservation Policy, and Exhibition Policy.

Salient points of discussion regarding the Windsor Community Museum's policies:

- Per the Province's direction, there are certain requirements that must be in our Museum policies and these amendments have been made in order to keep us viable for monies and grants that we apply for.
- Changes made must be endorsed by City Council.
- Acquisitions are made on a case by case situation.
- Province is trying to increase the professionalism of a lot of museums across the Ontario and is trying to put a structure in place. We in Windsor already have a comprehensive training program through our Human Resources Department however staff are occasionally sent away to training programs. Training doesn't necessarily come out of the \$26,000 that we receive annually from the Province it comes out of our operating money.
- It is unlikely that as we expand we would be getting more than \$26,000 from the Province of Ontario.
- Report will be coming to Council in November regarding the Art Gallery move.

Moved by Councillor Gignac, seconded by Councillor Valentinis,

THAT the report from the Manager of Cultural Affairs entitled Update of the following three Windsor's Community Museum Policies: Collections Policy, Conservation Policy and Exhibition Policy **BE RECEIVED**; and further

THAT updates to the following three Windsor's Community Museum Policies: Collections Policy, Conservation Policy, and Exhibition Policy **BE ENDORSED**.

Carried.

9. **COMMITTEE MATTERS**

Minutes of the Windsor Accessibility Advisory Committee meeting held June 20, 2013

Moved by Councillor Gignac, seconded by Councillor Valentinis,
THAT the minutes of the Windsor Accessibility Advisory Committee meeting held June 20, 2013 **BE RECEIVED** for information.
Carried.

Report No. 89 of the Windsor Accessibility Advisory Committee

Moved by Councillor Gignac, seconded by Councillor Valentinis,
THAT Report No. 89 of the Windsor Accessibility Advisory Committee **BE APPROVED**.
Carried.

Report No. 90 of the Windsor Accessibility Advisory Committee


Moved by Councillor Gignac, seconded by Councillor Valentinis,
THAT Report No. 90 of the Windsor Accessibility Advisory Committee **BE APPROVED**.
Carried.

9. **QUESTION PERIOD**

None.

10. **ADJOURNMENT & DATE OF NEXT MEETING**

There being no further business, the meeting is adjourned at 11:48 o'clock a.m. The next meeting of the Social Development, Health & Culture Standing Committee will be held on November 6, 2013 at 9:00 o'clock a.m. in Council Chambers.



CHAIR



COUNCIL ASSISTANT